

MINUTES – BOARD OF TOWN TRUSTEES

STATE OF ILLINOIS

LAKE COUNTY

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk, 359 Merrill Ct., Libertyville Illinois, on Thursday, January 28, 2016.

Kathleen M. O'Connor-----SUPERVISOR

Anne Hansen-----CLERK

Phil Collins-----TRUSTEE

David Nield-----TRUSTEE

Robin M. O'Connor-----TRUSTEE

Terry A. White-----TRUSTEE

Supervisor O'Connor called the meeting to order at 7:00 p.m. Pledge to the Flag, roll call and all Board members were present except Trustee Nield and Trustee Collins. Also present were, Marty Neal, Highway Commissioner, Mike Zorn, Highway Department Operations Manager, Joy Bux, Accounting and Finance Specialist, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – Regular Board Meeting Minutes of 01.14.16

A motion by Trustee White to approve the **Regular Board meeting minutes of 01.14.16** seconded by Trustee O'Connor, all in favor, aye. Motion carried.

RELEASE OF EXECUTIVE SESSION MINUTES ALREADY APPROVED - JUNE 11, 2015 - APPROVED JUNE 25, 2015

A motion by Trustee O'Connor, seconded by Trustee White to release the Executive Session Minutes of 12.10.15, all in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee O'Connor with a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$8,853.28**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee White and a second by Trustee O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$75,534.94**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee O'Connor and a second by Trustee White to approve the expenditures from the **Open Space Fund** in the amount of **\$57.51**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said she will be submitting the records for disposal this week.

Highway Commissioner's Report

Highway Commissioner Neal said the Road District is working on Federal projects on Rockland and Casey Road. There are also various resurfacing projects that will need to be done in the spring. Supervisor O'Connor asked the Road District if they could include a trail along the right-of-way on the Casey Road Project. The residents of Liberty Acres have been requesting safe trail access since the 1990's.

Trustees' Report – None

Supervisor's Report

- There were general announcements about contributions regarding the Food Pantry. Supervisor O'Connor said she is amazed at the generosity in our community.
- Supervisor O'Connor said the Food Pantry Volunteer Appreciation Tea is scheduled for Thursday, March 10 at 10:00 a.m.

ACCEPTANCE OF RESIGNATION OF TRUSTEE PHIL COLLINS

Township Law requires that the Board formally accept the resignation of a Township elected official. Trustee Collins submitted his resignation because he no longer lives in the Township. A motion by Trustee White, seconded by Trustee O'Connor to accept the resignation of Phil Collins as Township Trustee. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

PROPOSAL TO ENGAGE MILBURN CAIN & COMPANY – CPA'S FOR THE 2015 – 2016 AUDIT

The Board was given a copy of the proposal from Milburn Cain. Their projected fee for the audit is **\$19,500**, which is the same as last year. A motion by Trustee O'Connor, seconded by Trustee White, to engage Milburn Cain and Company for their services for the 2015-16 Audit. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF THE PROCEDURE AND SCHEDULE FOR THE APPOINTMENT OF A TRUSTEE – DISCUSSION AND VOTE:

Supervisor O'Connor said the appointment of a Trustee must be made within 60 days of the formal resignation. The Supervisor will post the position in the paper and on the website. Trustee White will participate in the interview process. A motion by Trustee White, seconded by Trustee O'Connor to approve the procedure and schedule for the

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appointment of a Trustee. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

Supervisor O'Connor said the land swap between Independence Farms and Libertyville Township is moving forward. The properties will be surveyed within the next couple of weeks.

NEW BUSINESS

Supervisor O'Connor said the Township has a couple of land management projects scheduled. The Township will be going out for bid on Monday for a prescribed burn on our Canterbury Property.

There are approximately 75 diseased trees at the Atkinson Property that need to be removed because of their proximity to homes. The Township will be going out for bid on project on Monday, February 8. Bid announcements for both projects will be sent to the Daily Herald and posted on the website.

Highway Commissioner Neal said he would like to recognize Supervisor O'Connor for the work she will be doing next week. She will be participating on a Dental Mission in Guerrero, Mexico with Father Matt Foley, Pastor of St. James in Arlington Heights.

ADJOURNMENT

A motion to adjourn by Trustee O'Connor and a second by Trustee White, all in favor, aye. Motion carried. **Time: 7:24 p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk