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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, February 23, 2017.

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

Anne Hansen-----CLERK

Lawrence W. Falbe-----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. Also present were Marty Neal, Highway Commissioner, Joy Bux, Accounting and Financial Specialist, Damon Cederberg, Open Space Field Coordinator, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – February 9, 2017

A motion by Trustee Falbe to approve the Board meeting minutes of February 9, 2017, seconded by Trustee White, all in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee O'Connor and a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$22,438.93**. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Falbe and a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$8,553.89**. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee White, aye, and a second by Trustee Falbe to approve the expenditures from the **Open Space Fund** in the amount of **\$25,420.36**. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said she is working on the logistics for the 5K Run at Canterbury. Once the plans have been finalized, the Clerk will be coming to the Board for approval.

Highway Commissioner's Report

Highway Commissioner Marty Neal thanked Bill Kruckenberg from Ela Township for helping the Road District with brush removal.

The Village of Libertyville has scheduled a public meeting at the Civic Center on Tuesday, March 2 from 5:00 to 7:00 p.m. to present Phase I Alternative #2 (with bike lanes) for the Rockland Road Project. The Phase I Public Meeting for the Casey Road project is scheduled for Tuesday, March 7 at the Township from 5:00 to 7:00 p.m. Letters have been sent to residents. A notice has been published in the paper and posted on the website. The Board was encouraged to attend both events.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor attended Lake County's "A Welcoming and Inclusive Community Summit of Leaders". Trustee Falbe asked if all elected officials were invited to the event. Supervisor O'Connor did not know who was extended an invitation.

Libertyville Underage Drinking Coalition met on February 22nd at the Township. The Coalition is working on identifying their mission and long term goals.

APPROVAL OF TOWN VEHICLE PAYMENT NOT TO EXCEED \$63, 000 – DISCUSSION & VOTE

The Board had approved the awarding of the bid for the 2017 Dual Axle Ford F-550 Chassis & Equipment Package. Supervisor O'Connor would like the Board to approve the allocation in the event the truck is ready before the end of the fiscal year.

A motion by Trustee Falbe, seconded by Trustee White to approve the payment for the truck in an amount not to exceed \$63,000.00. No discussion ensued. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

2016-17 BUDGET RECONCILIATION RESOLUTIONS – DISCUSSION & VOTE

At the last meeting in February, the Township transfers money in line items that are negative. The Township is allowed to move 10% of a given fund.

a. RESOLUTION 2017-R-1

Line item transfers within the Town Funds

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The Township will be moving \$25,000 out of a \$2,031,865 budget. It will be moving approximately 1% of the overall budget. These transfers are related to the health insurance expenses for the Assessor's Budget. The Board reviewed the line item transfers.

A motion by Trustee Falbe to waive the reading of the resolution and approve Resolution 2017-R-1 Line Item Transfers within the Town Fund, seconded by Trustee O'Connor. No discussion ensued. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

b. RESOLUTION 2017-R-2

Line item transfers with the Open Space Funds

The Township will be moving \$3,750.00 out of a \$695,100 budget which is approximately .5% of the overall budget.

A motion by Trustee Nield, to waive the reading and approve Resolution 2017-R-2 Line Item Transfers within the Open Space Fund, seconded by Trustee White. No discussion ensued. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

c. RESOLUTION 2017-R-3

Line item transfers within the Road & Bridge Fund

The Township will be moving \$21,250 out of a \$1,704,550.00 budget, which is approximately 1% of the overall budget.

A motion by Trustee O'Connor to waive the reading and approve Resolution 2017-R-3 Line Item Transfers within the Road & Bridge Fund, seconded by Trustee White, seconded by Trustee Falbe. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

PROPOSAL TO ENGAGE CONSERVE FS FOR LINDHOLM PARK BALL FIELD RENOVATIONS – DISCUSSION & VOTE

Two companies picked up a Request for Services but one only submitted. A proposal was received from Conserve FS in the amount of \$13,975.00. The management plan calls for ball field renovations every 2 years. Renovations were completed in 2015.

A motion by Trustee White, seconded by Trustee Falbe to engage Conserve FS for the Lindholm Park Ball Field Renovations in the amount of \$13,975.00. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carried.

PROPOSAL TO ENGAGE TRUGREEN FOR HERBICIDE APPLICATIONS ON TOWNSHIP GROUNDS – DISCUSSION & VOTE

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Two companies submitted Requests for Services. McGinty's proposal was in the amount of \$966 and TruGreen's was in the amount of \$843. It was recommended to award the work to TruGreen.

A motion by Trustee Nield, seconded by Trustee Falbe to engage TruGreen for the herbicide application on Township Grounds. There was no discussion. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

PROPOSAL TO ENGAGE MILBURN CAIN & COMPANY CPA'S FOR THEIR SERVICES FOR THE 2016 -17 AUDIT – DISCUSSION & VOTE

The Board received in their packets a copy of the proposal from Milburn Cain. Their projected fee for the audit is \$20,000 which is a slight increase from last year. Last year's proposal was \$19,500.

A motion by Trustee Falbe, seconded by Trustee O'Connor to engage Milburn Cain & Company for their services for the 2016-17 Audit. Trustee Falbe suggested the Township use a different auditor next year to have fresh eyes on our records, the Board agreed.

On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

The Township received a \$657.74 grant reimbursement from the Nature Conservancy for items purchased to support the Open Space Volunteer program.

The Township has completed the spring seeding for the Casey Road Farmland Retirement and Restoration Project. There was 1,902.64 pounds of seed sown. 604.12 pounds were purchased by the Township.

NEW BUSINESS

Trustee White asked if Lindholm Park had experienced any vandalism lately. Supervisor O'Connor reported it had not.

Trustee O'Connor thanked Gloria Dail, Township Administrator, for sending out the information packets to the Trustees the week before each board meeting.

ADJOURNMENT

A motion to adjourn by Trustee Nield and a second by Trustee White. All in favor, aye. Motion carried. **Time: 7:30p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk