

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 on Thursday, September 25, 2014.

Kathleen M. O'Connor----SUPERVISOR

Anne Hansen-----TOWNSHIP 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. Also present were: George Covington, Township Open Space Attorney, Mike Zorn, Road Department Operations Manager, Chris Slago and Damon Cederberg, Open Space Field Coordinators, Pam Milroy, Financial Director, Gloria Dail, Administrative Assistant, and Alex Rodriguez, Township Building and Grounds Manager.

APPROVAL OF MINUTES – September 11, 2014

A motion to approve the minutes of September 11, 2014 by Trustee O'Connor, and a second by Trustee White, All in favor, aye. Motion carries.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee O'Connor with a second by Trustee Collins to approve the expenditures from the **Town Fund** in the amount of **\$14,654.36**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

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 **\$34,986.62**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee Collins and a second by Trustee O'Connor to approve the expenditures from the **Open Space Fund** in the amount of **\$98.36**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

CITIZENS' COMMENTS

- Ms. Jackson of Libertyville asked the Board to carefully choose the next Highway Commissioner. Ms. Jackson suggested the corn and soybean crops should be included in the Casey Road Land Use Conceptual Plan.
- Lisa Moreno of Libertyville asked how the stormwater management plays into the conceptual plan.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said registered nursing home residents on Monday and it was difficult but went well and was very rewarding.

Highway Commissioner's Report – None

Trustee's Report – None

Supervisor's Report

- Supervisor O'Connor made some general announcements about the food pantry.
- The Township participated in a Strategic Planning Workshop for the Waukegan Park District on Wednesday, September 17.
- The Township participated in Representative Ed Sullivan's Senior Fair by providing information on the Township, LCCTCS and Lake County Township Officials of Illinois on Thursday, September 18.
- Supervisor O'Connor met with the Village of Libertyville to finalize the Bike to Metra brochure. The Township will split the cost with the Village. It will cost \$1,350 for 10,000 brochures.

AUDIT REVIEW

DAVID CAIN, CPA – MILBURN CAIN & CO.

Mr. Cain provided the Board an outline of the Audit Review that was recently completed. Mr. Cain said the financial records at the Township are in excellent condition and the staff fully cooperated with the audit. Mr. Cain said there were no conflicts identified and he appreciates working with Libertyville Township. Discussion ensued.

EMERGENCY PURCHASE OF SALT – AUTHORIZATION UNDER SECTION 85-30 OF TOWNSHIP CODE FOR EMERGENCY PURCHASE OF SALT-DISCUSSION AND VOTE:

Supervisor O'Connor said the Township is facing a challenging situation because the Road District did not participate in the County or State bid for salt this year. Consequently, the Road District is in desperate need of salt for the upcoming season. Trustee Nield asked how much salt was used last year and how much we have in storage now. Supervisor O'Connor said we have 400 tons in storage at this time; last year we used 1,200 tons. Supervisor O'Connor said she has contacted several vendors and the

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is still waiting for more quotes. Therefore, the Board will not be able to vote on this at this meeting. Supervisor O'Connor asked the Board if they could attend a Special Call Meeting on Tuesday or Wednesday of next week. A consensus was reached. The vote will be tabled until the Special Call Meeting scheduled for Wednesday October 1, 2014.

APPROVAL OF PROCEDURE AND SCHEDULE FOR APPOINTMENT OF A HIGHWAY COMMISSIONER – DISCUSSION AND VOTE:

Supervisor O'Connor said Mike Graham turned in his letter of resignation of Libertyville Township Highway Commissioner on Monday, September 15, 2014. The Board has 60 days to appoint a new Highway Commissioner. Supervisor O'Connor reviewed the press release and schedule the Board received in their packets. The appointed term will go until May of 2017. Supervisor O'Connor said the Township will be accepting resumes until October 9, at 4:00 p.m. Trustees can email interview questions to the Supervisor. Supervisor O'Connor asked Trustee White to participate in the interviewing process. Discussion ensued.

A motion by Trustee O'Connor seconded by Trustee White to approve the procedure and schedule for appointment of a new Highway Commissioner. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

CASEY ROAD LAND USE – SURVEY FINAL DRAFT/DISCUSSION & VOTE:

Supervisor O'Connor read a letter the Township received from the Lake County Farm Bureau on behalf of the Petersons. The Board received questions and comments from the public regarding the survey, the cost of restoration and public participation in the process.

After some discussion of the various survey options, the Board reached a consensus on the survey format. A motion by Trustee O'Connor, seconded by Trustee Nield to adopt the agreed upon survey. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion Carries.

SOCIAL SERVICE – FINAL DRAFT/DISCUSSION & VOTE:

The 2014 Social Service Allocations were discussed and finalized. A motion by Trustee Nield, seconded by Trustee White to approve the 2014 – 15 Social Service Grant Allocations in the amount of \$104,780. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries. See attached.

OLD BUSINESS:

George Covington, Township Open Space Attorney discussed the license agreement changes. The Board was given a revised copy of the Natural Area License agreement that was discussed at the last meeting. The property was dedicated as a buffer to the Oak

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Openings Nature Preserve. It is licensed to the licensee for the primary purpose of raising seed. The current license agreement is set to expire November 30, 2014. Currently the tenant is paying \$64.00 per acre. The minimum bid will be \$70.00 per acre. Discussion ensued.

NEW BUSINESS

The Board received in their packets information on the Village of Green Oak's proposed TIF District. The Village is looking to receive approval for the TIF District in the Roundout Area. The area meets 11 of the 13 factors to qualify as a "blighted area". The Joint Review Board will reconvene on Wednesday, October 1, at 3:00 to vote on the findings and make recommendation as to whether the proposed TIF District conforms to the statutory requirements.

ADJOURNMENT

A motion to adjourn by Trustee O'Connor and a second by Trustee Nield. All in favor, aye. Motion carries.

Time: 8:34p.m.

Respectfully submitted,

Anne Hansen, Township Clerk



2014

Community Services Support Grants (Account #01-10-5(10-00) -- Total Funding Available \$105,000

AGENCY	2014 Request	Trustee Phil Collins	Trustee David Nield	Supervisor Kathleen M. O'Connor	Trustee Robin M. O'Connor	Trustee Terry A. White	9/25/14 Final Grant	
1 Big Brothers Big Sisters of Metropolitan Chicago	\$3,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	1
2 CASA Lake County	\$5,000	\$3,000	\$3,500	\$3,000	\$2,500	\$3,000	\$3,000	2
3 Career Resource Center, Inc.	\$5,000	\$2,000	\$3,500	\$3,500	\$1,500	\$2,500	\$2,600	3
4 Catholic Charities of the Archdiocese of Chicago	\$25,000	\$8,000	\$14,000	\$12,000	\$3,500	\$11,000	\$9,700	4
5 Countryside Association for People with Disabilities	\$18,000	\$8,000	\$9,000	\$9,500	\$4,300	\$8,000	\$7,760	5
6 ElderCARE Christ Church	\$1,200	\$700	\$1,000	\$1,200	\$1,200	\$900	\$1,000	6
7 Fresh Start of Illinois	\$5,000	\$4,000	\$3,500	\$4,000	\$2,000	\$2,500	\$3,200	7
8 Glenkirk	\$10,000	\$6,000	\$2,000	\$2,500	\$1,000	\$3,000	\$2,900	8
9 Great Lakes Adaptive Sports Association	\$3,000	\$2,000	\$2,000	\$1,500	\$1,500	\$2,000	\$1,800	9
10 Kindred Life Ministries, Inc.	\$2,000	\$1,100	\$1,000	\$500	\$1,000	\$800	\$880	10
11 Lake County Center for Independent Living	\$5,000	\$3,000	\$2,000	\$1,000	\$2,000	\$2,000	\$2,000	11
12 Lake County Extension Foundation, Inc.	\$1,000	\$600	\$0	\$0	\$1,000	\$500	\$420	12
13 Lake County Haven	\$3,000	\$2,000	\$2,000	\$2,000	\$500	\$1,800	\$1,660	13
14 Lambs Farm	\$12,000	\$7,000	\$6,000	\$7,500	\$1,500	\$7,000	\$5,800	14
15 Libertyville Civic Center Foundation	\$12,657	\$7,000	\$5,000	\$10,000	\$10,000	\$7,000	\$7,800	15
16 Maristella	\$4,000	\$2,100	\$6,000	\$0	\$500	\$500	\$1,820	16
17 Midwest Palliative & Hospice CareCenter	\$5,000	\$3,000	\$0	\$1,000	\$2,000	\$1,500	\$1,500	17
18 Mothers Trust Foundation	\$3,000	\$2,000	\$2,500	\$2,500	\$2,500	\$3,000	\$2,500	18
19 NICASA	\$5,000	\$3,000	\$500	\$2,000	\$2,500	\$2,500	\$2,100	19
20 OMNI Youth Services	\$2,700	\$1,400	\$2,000	\$2,000	\$1,500	\$2,500	\$1,880	20
21 PADS Lake County, Inc.	\$10,000	\$7,000	\$6,000	\$9,500	\$2,000	\$8,000	\$6,500	21
22 Senior Council of Libertyville	\$20,100	\$14,000	\$16,500	\$10,500	\$20,000	\$12,500	\$14,700	22
23 The Center for Enriched Living	\$3,500	\$1,800	\$0	\$2,000	\$1,500	\$2,000	\$1,460	23
24 Youth & Family Counseling	\$30,000	\$14,000	\$15,000	\$14,500	\$37,000	\$18,500	\$19,800	24
TOTALS:	\$194,657	\$104,700	\$105,000	\$104,200	\$105,000	\$105,000	\$104,780	