

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, October 10, 2013.

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. Also present were Pam Milroy, Financial Director, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – September 26, 2013

A motion by Trustee O'Connor to approve the Board meeting minutes of September 26, 2013, seconded by Trustee Collins, all in favor, aye. Motion carries.

APPROVAL OF EXECUTIVE SESSION – September 12, 2013 - NOT RELEASE

A motion by Trustee Collins, seconded by Trustee O'Connor to approve the Executive Session Minutes from September 12, 2013, 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 **\$12,793.13**. On roll call vote: Trustee Collins, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

ROAD AND BRIDGE FUND

Motion by Trustee White with a second by Trustee Collins to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$1,381.49**. On roll call vote: Trustee Collins, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee White with a second by Trustee O'Connor to approve the expenditures from the **Open Space Fund** in the amount of **\$1,184.62**. On roll call vote: Trustee Collins, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report – Absent

Trustees' Report – None

Trustee Nield joined the Board at 7:14 p.m.

Supervisor's Report

Supervisor O'Connor made some general announcements. The Township Officials of Illinois dinner will be hosted by Ela Township this year. Details to be announced.

2014 CALENDAR - DISCUSSION AND VOTE

After some discussion, a motion by Trustee O'Connor, seconded by Trustee White, to approve the 2014 Calendar as presented. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries. Approved calendar attached.

RESOLUTION 2013-R-9 Resolution authorizing the Township Supervisor to take the necessary steps to remove the Township Clerk from coverage under the Illinois Municipal Retirement Fund

A motion by Trustee O'Connor, seconded by Trustee White to waive the reading and approve Resolution 2013-R-9 as presented. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries. Approved Resolution is attached.

2014-15 LIBERTYVILLE TOWNSHIP TAX LEVY PRESENTATION AND DISCUSSION

Pam Milroy, Township Financial Director prepared a worksheet which outlines the Tax Levy for the Township and the Road District. Ms. Milroy explained the Township is half way through the current fiscal year so the end of the year balances are a projection. The figures are a close estimate so to avoid any tax objections.

Supervisor O'Connor said one of the major projects planned for next year and possibly the following year is the construction of trail on the Township's Rt. 137 property.

Trustee Nield asked about additional costs that may be incurred by our Web provider. Supervisor O'Connor said she would look into it. Supervisor O'Connor said at the next meeting she will go over each line item in the draft budget. The Levy must be filed by the last Tuesday in December. Discussion ensued.

2014-15 LIBERTYVILLE TOWNSHIP TAX LEVY PRESENTATION – DISCUSSION

Ms. Milroy explained the Highway Department's tax cap is 5%. Since the cost of maintaining roads is expensive, the Highway Department is asking 4.99% increase over last year's levy. Ms. Milroy also explained that 44% of the Levy for the Highway Department goes to the Villages in the Township. Discussion ensued.

CASPER/ARCHDIOCESE PROPERTY

The Township received one bid for the Casper/Archdiocese Parcel. Per the Board's direction, the minimum bid was set at \$70.00 per acre. Haraden Farms & Stables, Inc. submitted a bid in the amount of **\$101.00** per acre.

At the next meeting the board will be asked to approve the awarding of the license agreement to Haraden Farms & Stables, Inc.

OLD BUSINESS

Supervisor O'Connor said the Township received the money from the Public Assistance Grant. It was for a total of **\$8,056.52**. Of that **\$995.53** will go into the Town Fund and the balance of \$7060.99 will go into the Road District.

The St. Mary's Road trail project is moving along. They have made considerable progress this week.

The Waukegan Park District has started the 2nd phase of the River Road Trail. It is anticipated the actual construction will begin October 11th.

The Illinois Municipal Retirement Fund audit is scheduled for this coming Tuesday, October 15th at 10:30.

Lake County Stormwater Management Commission has provided their review of the remediation plans by Hey & Associates for the Bull Creek Headwaters project. Supervisor O'Connor will be meeting next week to discuss their review with Hey & Associates and Lake County Stormwater Management Commission.

NEW BUSINESS

Supervisor O'Connor met with Libertyville's Fire Chief Carani and toured the trail through Oak Openings and Liberty Prairie. The Libertyville Fire Department will be conducting some training on the property next week.

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Trustee Nield said he would like the Board to consider taking some of the regular board meetings off site. He said if the people won't come to us for the meetings we will "take the meetings to the people". Trustee O'Connor had suggested this before and Trustee Nield liked the idea. Trustee Nield said this may be a good way to educate people about what we are doing. Discussion ensued.

CITIZENS' COMMENTS

Pam Milroy said she does not think "Taking the Board meeting to the people" is necessary. She said the reason the meetings do not attract many residents is because there are no negative issues pending at this time.

ADJOURNMENT

A motion to adjourn by Trustee O'Connor and a second by Trustee Nield. All in favor, aye, Motion carries. Time: 8:05 p.m.

Respectfully submitted,

Anne Hansen, Township Clerk