

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 27, 2016.

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

Anne Hansen-----CLERK

Lawrence 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 except Trustee White and Trustee O'Connor. Also present were Marty Neal, Highway Commissioner, Damon Cederberg, Open Space Field Coordinator, Joy Bux, Accounting and Finance Specialist, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – October 13, 2016

A motion by Trustee Falbe to approve the Board meeting minutes of October 13, 2016, seconded by Trustee Nield, all in favor, aye. Motion carried.

Trustee O'Connor joined the Board at 7:03 p.m.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Nield with a second by Trustee Falbe to approve the expenditures from the **Town Fund** in the amount of **\$7,710.16**. On roll call vote: 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 Nield to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$25,911.99**. On roll call vote: Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee O'Connor, aye, and a second by Trustee Falbe to approve the expenditures from the **Open Space Fund** in the amount of **\$9,811.37**. On roll call vote: Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

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Citizens' Comments – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said early voting will go through November 7th. Election Day is November 8th from 6:00 am to 7:00 p.m. and voting by mail is available until November 3rd. The ballots will be delivered to the Township on Wednesday, November 2nd and they will be distributed to the ballot box judges by appointment on November 3rd and 4th.

Highway Commissioner's Report

Highway Commissioner Marty Neal said the culvert and storm water repairs went well. The Road District is preparing for the plow season. A Public Open House on the Rockland Road project will be held at the Township on November 16, 2016 from 5:00 p.m. to 7:00 p.m. Residents living in proximity to the project will be sent letters notifying them of the Open House and information will be posted on the website.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor made some general announcements about the Food Pantry and upcoming events in the Village.

Last week the Township received \$10,000 in grants for our birdscaping project.

AUDIT REVIEW – DAVID CAIN, CPA MILBURN CAIN & CO

David Cain, CPA, with his associate Larry Krestcher reviewed the 2016-17 Audit for the Board and reported the Township was given a "clean opinion". Mr. Cain said the records are in good order and the office staff was helpful and accommodating during the process. Mr. Cain also commented that Joy Bux, Accounting & Finance Specialist, is doing very well. The audit is available for review at the Township offices. Discussion ensued.

**HEALTH INSURANCE UPDATE – RUSSELL WARYE, CIC PPC
BENEFIT PARTNERS GROUP, LLC**

Supervisor O'Connor stated in response to the recent questions around the issue of the health insurance benefits. She has asked Russell Wayre (President) to provide an overview on the process for selecting a carrier, how the Township compared to other local entities, the current coverage provided to eligible elected officials and employees and answer questions from the Board.

Russell Wayre stated he has represented the Township since 2007. Each year various national providers are researched. United Health Care rates have remained low. This year rates increased 1.4%. The Township's plan has continued to be grandfathered in and falls in the Pre Afforded Care Act. The Township was able to lock in for another 13 months. Discussion ensued.

2017 – 18 LIBERTYVILLE TOWNSHIP TAX LEVY - DISCUSSION

The Township is in the process of pulling numbers together to assist in determining the levy for the upcoming fiscal year. It appears that the recommendation will be to keep the Town Fund levy flat. Anticipated expenses for the upcoming year include: the purchase of a track skid steer forestry package, large scale prescribed burn and herbicide projects, professional support for the potential wetland mitigation bank, restoration efforts at Casey North & South and preliminary planning of the renovations for the Casey Road Trail in Oak Openings. Supervisor O'Connor also mentioned the Open Space District may need to hire a full time Restoration Technician and reduce the number of seasonal employees. Discussion ensued.

2017-18 ROAD DISTRICT TAX LEVY – DISCUSSION

Highway Commissioner Marty Neal said with the 4 federal road projects it is anticipated the Road District will levy the maximum amount allowed. Discussion ensued.

INDEPENDENCE FARMS REQUEST FOR A CONDITIONAL USE PERMIT FROM THE CITY OF WAUKEGAN – DISCUSSION & VOTE

Supervisor O'Connor said Independence Farms is seeking permission from the City of Waukegan to align the ongoing operation of the farm with Waukegan's Zoning Regulations. Upon purchase of the farm, there were 97 stalls in the two barns. The farm has undergone extensive renovations, the number of stalls has been reduced to 95. Currently, there are 77 horses under boarding contracts at the farm, but the number fluctuates over time. Independence Farms is seeking approval from the City for use of the additional stalls when needed.

Open Space Township Attorney George Covington recommended the Board indicate "No Objection" to the requests. After some discussion, a vote by the Board of no objection was taken.

After some discussion, an amended motion by Trustee O'Connor, seconded by Trustee Falbe to indicate "No Objection" to Independence Farms request for a conditional use permit. All in favor, aye. Motion carried.

INDEPENDENCE FARMS REQUEST FOR A VARIANCE FROM THE CITY OF WAUKEGAN – DISCUSSION & VOTE

A motion by Trustee Falbe seconded by Trustee Nield to indicate "No Objection" to Independence Farms request for a variance from the city of Waukegan. All in favor, aye. Motion carried.

OLD BUSINESS

Damon Cederberg, Open Space Field Coordinator, gave a power point presentation on the recent fire training on the River Road property. Fire Departments from of the Waukegan, Gurnee, and Libertyville participated in the training. The training went well and it was a successful burn. The next step will be the removal of the debris and restoration of the site.

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Highlights from the October 19th Birdscaping Volunteer Work Day were also presented. The event was a huge success. Paul Geiselhart and Glen Moss from the Lake County Audubon Society thanked the Township for their support of the project. Mr. Geiselhart commended Damon Cederberg for his organizational skills and attention to detail. The next birdscaping work day is scheduled for Saturday, November 5 from 9:00 a.m. to 1:00 p.m. at the new Bull Creek Trail.

NEW BUSINESS

Supervisor O'Connor reminded the Board there is only one meeting in November and December.

ADJOURNMENT

A motion to adjourn by Trustee Falbe and a second by Trustee O'Connor. All in favor, aye. Motion carried. **Time: 8:23p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk