

**MINUTES – BOARD OF TOWN TRUSTEES**

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**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, November 10, 2016.**

**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 except Trustee O'Connor. Also present were Marty Neal, Highway Commissioner, Mike Zorn, Highway Department Maintenance Manager, Jon Happ, Open Space Field Coordinator, and Gloria Dail, Administrative Assistant.

**APPROVAL OF MINUTES – October 27, 2016**

A motion by Trustee Falbe to approve the Board meeting minutes of October 27, 2016, seconded by Trustee Nield, all in favor, aye. Motion carried.

**APPROVAL OF BILLS**

**TOWN FUND**

Motion by Trustee Nield with a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$7,131.87**. On roll call vote: Trustee White, 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 **\$12,795.94**. On roll call vote: Trustee White, 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 **\$7,000.52**. On roll call vote: Trustee White, 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 reported voter turnout for Lake County was over 71%.

**Highway Commissioner's Report**

Highway Commissioner Neal reminded the Board of the Public Open House at the Township Wednesday, November 16 from 5:00 - 7:00 p.m. for the Rockland Road Phase I Engineering Project. Last week, notification letters to the residents were mailed. All Board Members were encouraged to attend.

**Trustees' Report – None**

**Supervisor's Report**

Supervisor O'Connor made some general announcements about the Food Pantry. The Birdscaping volunteer work day last Saturday went extremely well. There were 30 volunteers and the project was completed!

**APPROVAL TO AWARD LICENSE AGREEMENT TO PETERSEN GRAIN FARMS (CASEY ROAD AGRICULTURAL PARCELS) – DISCUSSION & VOTE**

Supervisor O'Connor said the Township received one bid in the amount of \$175.00 per acre. It is a one year license agreement.

A motion by Trustee Nield, seconded by Trustee Falbe to award the Casey Road Agricultural Parcels to Petersen Grain Farms. On roll call vote: Trustee White, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO CONTRACT WITH HEY & ASSOCIATES, INC FOR REVISED PROPOSAL FOR MITIGATION BANKING FEASIBILITY STUDY – DISCUSSION & VOTE**

The Board received the contract in their packets which had been reviewed by counsel. Supervisor O'Connor reviewed the scope of the professional services.

A motion by Trustee Falbe seconded by Trustee Nield to approve the contract with Hey & Associates for revised proposal for mitigation bank feasibility study in the amount of \$25,000. On roll call vote: Trustee White, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO ENGAGE MANHARD CONSULTING FOR PROFESSIONAL SERVICES RELATED TO THE MS4 PERMIT – DISCUSSION & VOTE**

The Board received the contract in their packets which had been reviewed by counsel. Trustee Falbe recommended the language regarding liability be changed to "liability increased to the maximum amount of the contractor's insurance" in order to protect the Township. The Board agreed with the aforesaid change.

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A motion by Trustee Falbe seconded by Trustee Nield to engage Manhard Consulting for Professional Services related to the MS4 Permit provided the aforesaid changes are reviewed by Counsel and agreed to by Manhard Consulting. On roll call vote: Trustee White, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO AWARD LAKE COUNTY GRADING FOR DEBRIS REMOVAL RIVER ROAD HOUSE – DISCUSSION & VOTE**

Supervisor O'Connor reviewed the scope of the proposed work. Trustee Falbe recommended replacing the first sentence of Item #21 to read "Contractor's liability under this contract shall be limited to the maximum coverage value of Contractor's insurance policies as noted in Paragraph 5 herein."

A motion by Trustee Falbe, seconded by Trustee White to award contract to Lake County Grading with the aforesaid changes proposed are reviewed by Counsel and agreed to by Lake County Grading. On roll call vote: Trustee White, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**2017 - 18 LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION**

Supervisor O'Connor recommended a flat levy for 2017-18. An overview of anticipated expenses: continuation of the restoration on the Casey Road parcels, large scale prescribed burn and herbicide projects, the feasibility study, the purchase of a track skid steer forestry package, and the hiring of a full time Restoration Technician. It was explained the purchase of the track skid steer forestry package would be an important equipment addition in the management of the open space. Trustees Falbe and Nield expressed support of keeping the Town Levy flat.

**2017-18 ROAD DISTRICT TAX LEVY – DISCUSSION**

With the anticipated 4 major federal Road District projects, Commissioner Neal recommended levying the maximum. Trustee Falbe stated he could support an increase to the Road District Levy given the scope of the projects and the Town Fund Levy remaining flat. Trustee White and Trustee Nield concurred.

**OLD BUSINESS – NONE**

**NEW BUSINESS**

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

**ADJOURNMENT**

A motion to adjourn by Trustee Falbe and a second by Trustee White. All in favor, aye, Motion carried. **Time: 8:46p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk