

**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 on Thursday, December 11, 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: Marty Neal, Highway Commissioner, Mike Zorn, Highway Department Maintenance Manager, Pam Milroy, Financial Director, and Gloria Dail, Administrative Assistant.

**APPROVAL OF MINUTES – November 13, 2014**

A motion to approve the minutes of November 13, 2014 by Trustee Nield, and a second by Trustee White, All in favor, aye. Motion carries.

**APPROVAL OF BILLS**

The Board reviewed the General Assistance expenditures for the month of September.

**TOWN FUND**

Motion by Trustee White with a second by Trustee O'Connor to approve the expenditures from the **Town Fund** in the amount of **\$19,572.78**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**ROAD AND BRIDGE FUND**

Motion by Trustee Collins and a second by Trustee Nield to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$443.10**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**OPEN SPACE FUND**

Motion by Trustee White and a second by Trustee O'Connor to approve the expenditures from the **Open Space Fund** in the amount of **\$453.64**. On roll call vote: Trustee

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White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**CITIZENS' COMMENTS**

None

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report – None**

**Highway Commissioner's Report**

- Highway Commissioner Neal said to date there have been 5 snow/ice events. The Road District has plenty of salt to handle future events.
- The Road District is working with an architect to correct the renovations done by the previous Highway Commissioner in the Highway Department building without the necessary permits. He will keep the Board updated.
- Trustee White asked why Highway Commissioner Neal was purchasing a new truck. Highway Commissioner Neal said he is on call 24/7 and needs a vehicle with a plow. Supervisor O'Connor reminded the Board that the previous Highway Commissioner had a full time job outside of the Road District so he did not need a vehicle.

**Trustee's Report – None**

**Supervisor's Report**

- Supervisor O'Connor made some general announcements about the Food Pantry.
- Cook Memorial Library has donated books for families who use the food pantry. The books will be distributed during Food Pantry hours on December 16 and December 23.
- The Lake County Coordinated Transportation Services Committee with the support of Lake County Department of Transportation applied for a 5310 Grant on behalf of Central Lake Dial-A-Ride, Fremont Township and Shields Township. The long term goal of the grant is to expand the service area and coordinate the three dial-a-ride services operating into one service.
- The Metra Bike Guide has been finalized. The Village of Libertyville and the Township received a grant for the guide; the printing costs for the match will be split between the Village of Libertyville and Libertyville Township.

**2015 PACE CONTRACT – DISCUSSION AND VOTE**

A motion by Trustee O'Connor, seconded by Trustee Collins, to approve the Pace Contract. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, Supervisor O'Connor, aye. Motion carries.

**APPROVAL TO EXPAND SCOPE OF MS4 CONTRACT WITH CARDNO  
STORM SEWER ATLAS – DISCUSSION AND VOTE**

During a recent meeting, the Supervisor and the Highway Commissioner came to the conclusion that the Township & Road District need an updated Storm Sewer Atlas.

A motion by Trustee White, seconded by Trustee O'Connor to approve the contract with Cardno for an updated Storm Sewer Atlas for the amount not to exceed **\$8,110.00**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**APPROVAL OF VEHICLE PURCHASE BY THE HIGHWAY DEPARTMENT  
NOT TO EXCEED \$32,000.00 – DISCUSSION AND VOTE**

The Board was given a copy of the bid specs for the vehicle. Because of the timing of the bid opening, board meeting schedule and potential delivery of the vehicle, the Board is being asked to approve the amount the Road District may spend on the purchase of a new truck. Discussion ensued regarding the need for the purchase.

A motion by Trustee O'Connor, seconded by Trustee Nield to approve the purchase of a truck for the Highway Department for the lowest responsible bidder, in an amount not to exceed **\$32,000.00**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**RESOLUTION 2014-R-8 2015-16 LIBERTYVILLE TOWNSHIP TAX LEVY  
DISCUSSION AND VOTE**

After some discussion, a motion by Trustee Collins, seconded by Trustee White, to waive the reading of the resolution and approve **Resolution 2014-R-8/2015-16 Libertyville Township Levy**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**RESOLUTION 2014-R-9 2015-16 ROAD DISTRICT LEVY  
DISCUSSION AND VOTE**

Highway Commissioner Neal explained the need to increase the levy. He said two road project contracts, Sunnyview subdivision and Rockland Road, had to be rescinded because the previous administration did not complete the necessary drainage work. The lack of road projects over the past 2 years has placed the Road District in the challenging position of needing to play catch-up. Trustee White asked what the major road projects are for upcoming year. Highway Commissioner Neal said Sunnyview subdivision drainage and resurfacing project and repairs to the Oak Spring Bridge. Trustee White and Trustee Nield asked some questions about the Highway Department Levy. Supervisor O'Connor said the Road District's main responsibility is to make sure the roads are safe. Discussion ensued.

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After some discussion, a motion by Trustee White, seconded by Trustee O'Connor to waive the reading of the resolution and approve **Resolution 2014-R-9 2015-16 Road District Tax Levy**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, nay, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**OLD BUSINESS**

Supervisor O'Connor said the Township has begun clearing the trail corridor for the Rt. 137/Bull Creek Trail. Letters have been sent to all of the adjacent neighbors notifying them of the project. The attorney is working on an Intergovernmental Agreement with the Village of Libertyville. The Board will be updated as the project moves along.

**NEW BUSINESS - None**

**ADJOURNMENT**

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

Time: 8:50p.m.

Respectfully submitted,



Anne Hansen, Township Clerk