

**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, February 12, 2015.**

**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. Also present were, Richard Mittelman, Township Attorney, Martin Neal, Highway Commissioner, Mike Zorn, Highway Department Operations Manager, Damon Cederberg, Open Space Field Coordinator, Pam Milroy, Financial Director and Gloria Dail, Administrative Assistant.

**APPROVAL OF MINUTES – January 22, 2015**

A motion by Trustee O'Connor to approve the Board meeting minutes of January 22, 2015, seconded by Trustee Nield, all in favor, aye. Motion carries.

**APPROVAL OF BILLS**

Supervisor O'Connor asked if there were any questions regarding the General Assistance bills for the month of November.

**TOWN FUND**

Motion by Trustee Collins with a second by Trustee O'Connor to approve the expenditures from the **Town Fund** in the amount of **\$6,212.91**. 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 Nield and a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$6,280.03**. 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 **\$7.00**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

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**CITIZENS' COMMENTS**

Mr. Sylvestry of unincorporated Libertyville Township asked if the Township ever considered recycling for the unincorporated area. Supervisor O'Connor said she would look into the possibility but it would most likely have to go for a referendum.

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report**

Clerk Hansen reported the Annual Town Meeting will be held April 14, 2015.

**Highway Commissioner's Report**

Mary Neal, Highway Commissioner, provided an overview of the projected road and drainage projects for the upcoming construction season.

**Trustees' Report – None**

**Supervisor's Report**

- The list of donors to the food pantry for the month of January was shared.
- The annual Volunteer Appreciation tea will be held Thursday, March 12 at 10:00 a.m.
- The Board confirmed they are interested in participating in the Libertyville Days Parade. The Supervisor will submit the necessary paperwork.

**PROPOSAL TO ENGAGE MILBURN CAIN & COMPANY – CPA's for the 2014-15 audit – Discussion & Vote**

The Board was provided a copy of the proposal by Milburn Cain & Co. for their services for the 2014-15 Audit. The fee for service is \$19,500.00 which is an increase from last year. Discussion ensued.

A motion by Trustee O'Connor, seconded by Trustee Nield to engage Milburn Cain & Company for their services for the 2014-15 Audit. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**RESOLUTION 2015-R-1**

Supervisor O'Connor explained the Township will be submitting a grant request to the ComEd Green Region Program for the Bull Creek Trail Project. The grant application requires the Board passes a resolution authorizing participation in the 2015 ComEd Green Region Program. Discussion ensued.

A motion by Trustee O'Connor, seconded by Trustee Collins to waive the reading of the resolution 2015-R-1, and approve authorizing participation in the 2015 ComEd Green Region Program for the Bull Creek Trail Project. On roll call vote: Trustee White, aye,

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

**2015-16 DRAFT Town Fund Budget – Discussion**

Supervisor O'Connor went over the draft budget with the Board in detail. The Board was encouraged to contact her with any additional questions.

Trustee O'Connor said she would like the Social Service Grant application to be available on line. Trustee O'Connor said she would like to expand the list of organizations that receive line item funding from the General Assistance Fund. Discussion ensued.

Trustee O'Connor said a lap top computer should be purchased for the Clerk. It was discussed that the Clerk has a desk top computer. A lap top computer could be purchased in the future when the current computer needs replacement.

Trustee Nield asked about the engineering costs for the Rt. 137 trail project. Discussion ensued.

**OLD BUSINESS – None**

**NEW BUSINESS – None**

**EXECUTIVE SESSION**

A motion by Trustee O'Connor and a second by Trustee Collins to go into Executive Session pursuant to 5 ILCS 120/2(11), to discuss probable litigation. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Collins, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carries.

**Time: 7:42 p.m.**

A motion by Trustee White, seconded by Trustee O'Connor to close Executive Session and Open the Regular Board meeting, all in favor, aye. Motion carries.

**Time: 8:16 p.m.**

Supervisor O'Connor stated while in Executive Session no final action was taken.

**ADJOURNMENT**

A motion to adjourn by Trustee White and a second by Trustee Nield. All in favor, aye, Motion carries. **Time: 8:17 p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk