

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, February 27, 2014.

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 O'Connor. Also present were, George Covington, Township Open Space Attorney, Mike Graham, Highway Commissioner, Pam Milroy, Financial Director and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – FEBRUARY 13, 2014

A motion by Trustee Nield to approve the Board meeting minutes of February 13, 2014, seconded by Trustee White, all in favor, aye.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Collins with a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$20,581.70**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

ROAD AND BRIDGE FUND

Motion by Trustee Nield and a second by Trustee Collins to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$31,195.06**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee White and a second by Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$39,644.78**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen reported that Early Voting will start March 3-15, at the Permit Facility on Winchester Road. Grace Period registration and voting is available at the County until March 15 as well, 2 forms of ID are required.

Highway Commissioner's Report

Highway Commissioner Mike Graham said since the Road District has an excess of salt, he is going to make it available at a reasonable cost to other municipalities who have a shortage due to the extreme winter this year. Mr. Graham said the Road District will be launching their own website with links to County sites. Supervisor O'Connor asked if the Township website was not adequate. Mr. Graham said he feels the server he has contracted will better serve the needs of the Road District as he is working towards full disclosure of records. Trustee White asked how the Road District can afford this with the severe winter we have had and all the capital projects that are in the budget. Mr. Graham said he hopes to defer some of them will the auction items and salt resale.

Trustees' Report

Trustee Nield discussed a possible land use option the Lake County Forest Preserve District is considering on one of their parcels.

Supervisor's Report

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

Supervisor O'Connor said the Public Open House on Casey Road Land Use went very well last week. There was a steady flow of attendees. Supervisor O'Connor will be compiling the comments to share with the Board.

2013-14 BUDGET RECONCILIATION RESOLUTIONS:

a. Resolution 2014-R-1

Line item transfers within the Town Funds – Discussion and Vote

A motion by Trustee Nield, seconded by Trustee White to approve Resolution 2014-R-1 Line item transfers within the Town Fund. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

b. Resolution 2014-R-2

Line item transfer within the Road & Bridge Funds – Discussion and Vote

A motion by Trustee Nield seconded by Trustee Collins to approve Resolution 2014-R-2 Line item transfers within the Road and Bridge Fund. On roll call vote: Trustee Collins, aye, Trustee Nield,

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

**FARM PROGRAM PROCEDURES AND PROTOCOL UPDATE/
GEORGE COVINGTON, ATTORNEY – DISCUSSION**

Attorney George Covington reviewed the policies and procedures of the Farm Program Procedures and Protocol. Attorney Covington went through the document with the Board. The Board was given possible revisions to the farm license agreement. Discussion ensued. Some common concerns raised were the length of license agreements and building in an annual rent increase of approximately 2% into the contract. Recommendations will be incorporated into the revisions and presented to the Board at the March 27th meeting.

OLD BUSINESS

None

NEW BUSINESS

Trustee Nield suggested the Township bring in an expert to oversee the website. Supervisor O'Connor explained the Township has a contract with a company in Mundelein that hosts and provides technical assistance for the website. The website is updated regularly by the Township. All of the maps from the Open House and previous powerpoint presentation are posted on the site.

Trustee Nield would like to use a tool like survey monkey to solicit public feedback.

CITIZENS' COMMENTS

Lisa Moreno of 15637 Casey Road said she was unable to attend the Open House. She said she was very interested in the Board's discussion regarding the length of the license agreements.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee Collins. All in favor, aye, Motion carries. **Time: 8:12p.m.**

Respectfully submitted,

Anne Hansen, Township Clerk