

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 Tuesday, April 11, 2023.**

Kathleen M. O’Connor-----SUPERVISOR

Anne Hansen-----CLERK

Carol August-----TRUSTEE

Cathleen Dohrn-----TRUSTEE

Matthew A. Kovatch-----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 Kovatch. Highway Commissioner Marty Neal and Administrative Assistant Kris Lennon were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – March 21, 2023

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of March 21, 2023. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the bills paid in between meetings for the Town and Road and the General Assistance Bills for March. There were no questions for discussion.

TOWN FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$35,423.96. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the Road and Bridge Fund in the amount of \$43,423.96. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Dohrn and a second by Trustee White, to approve the expenditures from the Open Space Fund in the amount of \$35.14. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – No report.

Highway Commissioner's Report – No report.

Trustees' Report – No report.

Supervisor's Report

In March, food was provided to 411 households, which totaled 904 individuals. Food and/or monetary donations were received from: First Presbyterian Church of Libertyville, Cub Scout Pack 194, Rockland School, Liberty Covenant Church, and several private individuals. Weekly donations were received from Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills.

Since April 1, eight households have been approved for Emergency Assistance with a total allocation of \$6,800.00. Nine households have been approved for Community Emergency Assistance with a total allocation of \$6,193.74. The combined total of financial assistance provided is \$12,993.74.

The Township has processed three applications for energy assistance (LIHEAP), one application for assistance from Mother's Trust and submitted one application to the Salvation Army Extension Center. Two individuals attended the Budget Counseling Workshop.

Supervisor O'Connor attended the March 23rd Countryside Manor's Homeowners' Association Meeting and provided an update on Township activities primarily related to the Open Space District.

The Tri Agency 5K Walk/Run is scheduled for Sunday, October 15th at Independence Grove. More details to follow.

APPROVAL TO AWARD TO HGS, LLC dba RES ENVIRONMENTAL OPERATING COMPANY, LLC FOR THE OF CONSTRUCTION OF DONNELLEY PRAIRIES AND OAKS WETLAND MITIGATION BANK DISCUSSION & VOTE

The Township received five bids for the project. Discussion ensued.

A motion by Trustee White and a second by Trustee August to award the contract for the construction of the Donnelley Prairies and Oaks Wetland Mitigation Bank to HGS, LLC dba RES Environmental Operating Company LLC. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF THE AGREEMENT FROM GEWALT HAMILTON FOR PROFESSIONAL SERVICES FOR THE RT. 45 OPEN SPACE PARCEL FINAL ENGINEERING AND DESIGN – DISCUSSION & VOTE

Supervisor O'Connor recommended the Board table the vote to approve the agreement. Following a conversation with Lake County Stormwater Management Commission regarding some of the changes made to the grant process, she stated more information is needed before making a final decision to go forward. The Board agreed to table the vote.

APPROVAL OF INCREASE IN HOURLY RATE FOR NATURAL AREA CREW CHIEF AND NATURAL AREA TECHNICIAN – DISCUSSION & VOTE

The Township received feedback that the hourly rates for the positions are a bit low which may be contributing to the lack of interest. New hourly rate ranges were proposed.

A motion by Trustee Dohrn and a second by Trustee August to approve the new hourly rate ranges for the Natural Area Crew Chief and Natural Area Technician positions. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FROM CLARK ENVIRONMENTAL MOSQUITO MANAGEMENT, INC. FOR THE 2023 SEASON – DISCUSSION & VOTE

A motion by Trustee August and a second by Trustee White to approve the Professional services agreement from Clark Environmental Mosquito Management Inc. for the 2023 season. There was no further discussion. On roll call vote. Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

2023-24 DRAFT TOWN FUND BUDGET – DISCUSSION

The updated Town Fund Draft Budget was presented and reviewed. Approval of the Budget will occur at the May 23rd meeting. The draft Town Budget is posted and available for public review.

2023-24 DRAFT ROAD AND BRIDGE BUDGET – DISCUSSION

The updated Road and Bridge Draft Budget was presented and reviewed. Approval of the Budget will occur at the May 23rd meeting. The draft Road and Bridge Budget is posted and available for public review.

OLD BUSINESS – No report.

NEW BUSINESS – No report.

ADJOURNMENT

A motion to adjourn by Trustee August and a second by Trustee White . All in favor, aye. Motion carried. **Time 8:35 p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk