

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, May 28, 2024

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 was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – MAY 14, 2024

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of May 14, 2024. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road bills paid in between meetings. There were no questions.

TOWN FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$54,221.17. 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 White to approve the expenditures from the Road and Bridge Fund in the amount of \$13,983.52. 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 White and a second by Trustee August to approve the expenditures from the Open Space Fund in the amount of \$1,145,108.58. 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

The records were approved by the State for disposal.

Highway Commissioner's Report

Highway Commissioner Neal reported the resurfacing of streets is underway. Peter Baker and Sons were awarded the bid for the Oak Spring Bridge Project. Oak Spring Road will be closed from July 8, 2024, to May 25, 2025.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor reviewed the letter sent to Illinois Department of Transportation regarding the IL Rt. 120 Road Widening Project.

The next Open Space Volunteer workday will be held Saturday, June 8th at Donnelley Prairie and Oaks.

APPROVAL OF COOPERATIVE SERVICES AGREEMENT BETWEEN LIBERTYVILLE TOWNSHIP AND U.S. DEPARTMENT OF AGRICULTURE WILDLIFE SERVICES DISCUSSION & VOTE

For several years, the Township has been monitoring and managing the beaver activity on the Rt 137 property, particularly any potential impact to the boardwalk and flooding. The Township needs to renew the Cooperative Services Agreement with the US Department of Agriculture's Wildlife Services.

A motion by Trustee Dohrn and a second by Trustee August to approve the Cooperative Services Agreement between Libertyville Township and U.S. Department of Agriculture Wildlife Services. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FROM ADVANCED BUSINESS GROUP, INC. FOR IT SERVICES DISCUSSION & VOTE

Rich O'Campo from Advanced Business Group, Inc was present and approved the date change on the last page of the service contract.

A motion by Trustee Dohrn and a second by Trustee August to approve the proposal with the said date change from Advanced Business Group, Inc. for IT services. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

BOARD BUDGET DISCUSSION

a. Road & Bridge Budget

Supervisor O'Connor asked if there were any more questions regarding the Road and Bridge Budget. Highway Commissioner Neal said there are no changes to the Budget. There was no further discussion.

b. Township Budget

Supervisor O'Connor asked if there were any more questions regarding the Town Budget. Brief discussion ensued regarding tracking the expenses for the Open Space District. The possibility of an amendment to the Town Budget was also discussed.

CLOSE REGULAR BOARD MEETING

A motion by Trustee August, seconded by Trustee August to close the regular board meeting and open the Road District Budget Hearing. All in favor, aye. Motion carried.

OPEN ROAD DISTRICT BUDGET HEARING - VOTE

a. ROAD & BRIDGE BUDGET/CITIZENS' COMMENTS - None

b. APPROVAL OF ROAD & BRIDGE BUDGET - DISCUSSION & VOTE

A motion by Trustee Dohrn, and a second by Trustee White to approve the 2024-25 Road & Bridge Budget. There was no further discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE ROAD DISTRICT BUDGET HEARING AND OPEN TOWNSHIP BUDGET HEARING – VOTE

A motion by Trustee August, seconded by Trustee Dohrn to close the Road District Budget hearing and open the Township Budget Hearing. All in favor, aye. Motion carried.

a. TOWNSHIP BUDGET/CITIZENS' COMMENTS - None

b. APPROVAL OF TOWNSHIP BUDGET – DISCUSSION & VOTE:

A motion by Trustee Dohrn and a second by Trustee White to close the Township Budget Hearing and open the Regular Board meeting. All in favor aye. Motion carried.

A motion by Trustee Dohrn, seconded by Trustee White to approve the 2024-2025 Town Budget. There was no further discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE TOWNSHIP BUDGET HEARING AND OPEN THE REGULAR BOARD MEETING

A motion by Trustee Dohrn and second by Trustee August to close the Township Budget Hearing and Open the regular Board Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

Time: 7:30 p.m.

OLD BUSINESS

Supervisor O'Connor said the construction of the wetland mitigation bank and trail relocation will be finished mid-July. RES will continue to monitor the site primarily the vegetation for the next 5 years.

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NEW BUSINESS

The Board will begin discussion on setting salaries for the next term at the June 18th meeting. By law, the Board must approve the salaries for the next term before November 20, 2024. Information is currently gathered to assist the Board in the discussion.

The Assessor's Office Summer Hours will go into effect on Friday, May 24, 2024. The office will be closing at noon on Fridays. These new hours will continue until Labor Day.

Libertyville Township Offices will be closed on July 4th and July 5th.

ADJOURNMENT

A motion to adjourn by Trustee Dohrn and a second by Trustee White. All in favor, aye. Motion carried. **Time: 7:35p.m.**

Respectfully submitted,

A handwritten signature in black ink that reads "Anne Hansen". The signature is written in a cursive style with a long horizontal flourish at the end.

Anne Hansen, Township Clerk