

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 on Thursday, May 22, 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: Mike Graham, Highway Commissioner, Chris Slago and Damon Cederberg, Open Space Field Coordinators, Pam Milroy, Financial Director, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES - May 8, 2014

A motion to approve the minutes of May 8, 2014 by Trustee Nield, and a second by Trustee Collins, All in favor, aye.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee O'Connor with a second by Trustee Collins to approve the expenditures from the **Town Fund** in the amount of **\$12,707.62**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye Trustee O'Connor, aye, Supervisor O'Connor, aye.

ROAD AND BRIDGE FUND

Trustee White asked about a \$200 bill for a replacement of a resident's mailbox that was more expensive than the average mailbox. Highway Commissioner Mike Graham said the Road District reimbursed the homeowner for materials and labor. The labor was provided by the home owner. Supervisor O'Connor said the Road District needs to have a policy for replacing mailboxes that have been damaged and the mailboxes should be replaced in kind. She also stated invoices cannot be rounded up to an even number. This summer, the Highway Commissioner will be taking photographs of all the mailboxes in the Road District for future reference point. Mr. Graham will have a mailbox replacement policy for the next board meeting.

Supervisor O'Connor asked the Highway Commissioner about bill from Lowe's that shows a Road District credit card purchase by a non-employee. The Highway

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Commissioner said the purchases had been made by an individual doing improvements to the Road District building. Supervisor O'Connor stated non-employees should not be using a Road District credit card.

Motion by Trustee Nield and a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$24,198.55**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee Collins and a second by Trustee Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$493.44**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye.

CITIZENS' COMMENTS – NONE

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report

- Highway Commissioner Mike Graham stated the recent rain event was a 40 year rain event. The rain events caused problems with the culverts. He has a meeting scheduled with the Lake County Forest Preserve District on Friday, May 23 to discuss the Oak Lane drainage problems. He will be meeting the Forest Haven Homeowners Association to discuss their concerns regarding drainage and culvers in the area.

Trustee's Report – None

Supervisor's Report

- On Saturday, May 10th, the Township received food donations from the United States Postal Service Stamp Out Hunger Food Drive. The Township is grateful for their support.
- There will be a volunteer work day on Saturday, May 31st from 9 – 1 at Liberty Prairie for a birdscaping project that this being led by the Lake County Audubon Society. All are welcomed to attend.

APPROVAL TO AWARD LICENSE AGREEMENT TO BLANMAR HILLS LLC
Supervisor O'Connor said the Township received one bid for the Egidi Parcel. Blanmar Stables LLC submitted a bid for \$150.00 per acre.

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A motion by Trustee O'Connor, seconded by Trustee Nield to approve awarding the License Agreement to Blanmar Stables, LLC. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

PRESENTATION OF THE ALTERNATIVES ANALYSIS/CONCEPTUAL DESIGN FOR THE CASEY ROAD PROPERTY

Sarah Surroz reviewed the financial information the Board had requested. Kathleen O'Connor and Sarah provided information on the Conceptual Design for the upcoming public open house. Trustee Nield said the current draft financials show a 10 year profit of approximately \$522,000 if we stay in row crops but a cost of approximately \$340,000 if we restore the land to prairie. Discussion ensued.

Trustee O'Connor said we need to be proactive in advertising the Open Houses and use new technology to reach information to inform the public. Discussion ensued.

**2014 – 15 BOARD BUDGET DISCUSSION:
ROAD AND BRIDGE BUDGET**

Mr. Graham stated he has not ordered salt for the upcoming winter because he has enough salt from the previous season. He also stated the Road District's use of rock salt and calcium chloride was significantly reduced this year.

Supervisor asked the Highway Commissioner about his previous comments about the poor shape of the roads. He stated he has hired Bleck & Bleck Engineering to create a priority list for future road repair work. He plans on having Bleck & Bleck Engineering provide an overview of their findings to the Board.

Supervisor O'Connor asked if the repair work for the Oak Spring Road Bridge has been scheduled. The Highway Commissioner said the work is scheduled for late summer/early fall 2014. He said work is currently being done on the bridge.

Trustee Nield said he is happy with the way things have been going in the Road District.

TOWNSHIP BUDGET

Supervisor O'Connor reminded the Board they have been working on the budget since November 2013. Trustee White asked about the increased line item for the seasonal employees and health insurance rates. Supervisor O'Connor explained additional seasonal employees have been hired and we are unsure of the rate increases for the health insurance. Trustee White asked what was covered under the "Professional Services" line item. Supervisor O'Connor said the contract with Conserve Lake County, engineering services for the Rt. 137 trail connection, surveying of several open space parcels, the balance owed for the drain tile mapping and balance owed for the engineering for the Bull Creek Headwaters Project. Trustee Collins asked about the levy and how the funds

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are distributed to each of the individual funds. Trustee Nield asked about the General Assistance line item. Discussion ensued.

CLOSE THE REGULAR BOARD MEETING – VOTE

A motion by Trustee O'Connor to close the regular board meeting and open the budget hearing, seconded by Trustee White, all in favor, aye. Motion carries.

OPEN BUDGET HEARING - VOTE Time 7:43P.M.

ROAD AND BRIDGE/ CITIZENS' COMMENTS:

Supervisor O'Connor opened the floor for citizens' comments on the Road & Bridge Budget. There were none.

TOWNSHIP BUDGET/CITIZENS' COMMENTS

Supervisor O'Connor opened the floor for citizens' comments on the Township Budget. There were none.

ROAD & BRIDGE BUDGET/ROLL CALL VOTE

A motion by Trustee O'Connor, seconded by Trustee Nield to approve the Road and Bridge Budget for fiscal year 2014 – 15 as presented. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor aye, Supervisor O'Connor, aye. Motion carries.

CLOSE BUDGET HEARING – VOTE

A motion by Trustee O'Connor to close the budget hearing and open the regular board meeting, seconded by Trustee Nield, all in favor, aye. Motion carries.

OPEN REGULAR BOARD MEETING – VOTE

A motion by Trustee White, seconded by Trustee Collins to close the budget hearing and open the regular board meeting, all in favor, aye. Motion carries.

TOWNSHIP BUDGET DISCUSSION – VOTE

A motion by Trustee White, seconded by Trustee O'Connor to approve the Township Budget for fiscal year 2014-15 as presented. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye.

OLD BUSINESS – NONE

NEW BUSINESS

Supervisor O'Connor said the Township audit will begin next week starting on May 27.

Trustee O'Connor asked if Libertyville Township will be participating in the Libertyville Day's Parade. Supervisor O'Connor said not this year.

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Trustee Collins asked if the Township had a Facebook page. Supervisor O'Connor said no. Trustee Collins said he would be willing to start one for us if the board approves. Discussion ensued.

ADJOURNMENT

A motion to adjourn by Trustee O'Connor and a second by Trustee White. All in favor, aye. Motion carries.

Time: **8:26p.m.**

Respectfully submitted,

Anne Hansen, Township Clerk