

**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 on Thursday, November 15, 2018.**

**Kathleen M. O'Connor-----SUPERVISOR**

**Anne Hansen----- CLERK**

**Carol A. August----- TRUSTEE**

**Matthew A. Kovatch----- TRUSTEE**

**David Nield----- 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: Highway Commissioner Marty Neal and Administrative Assistant Gloria Dail.

**APPROVAL OF MINUTES – October 28, 2018.**

A motion by Trustee Nield and a second by Trustee White to approve the October 28, 2018 meeting. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

**TOWN FUND**

Motion by Trustee White with a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$19,571.50**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee Nield and a second by Trustee Kovatch to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$44,271.82**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee Kovatch, and a second by Trustee Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$1,304.96**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**Citizens' Comments – None**

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report**

Clerk Hansen said there was a record breaking 55% voter turnout for the midterm election.

**Highway Commissioner's Report**

- Countryside Manor Drainage Project is completed except for some landscaping finishes.
- To date, there has been 2 snow events and everything went well.

**Trustees' Report – None**

**Supervisor's Report**

Supervisor O'Connor made some general announcements regarding donations to the Food Pantry.

The Annual TIF District meeting for the Village of Libertyville was held on Wednesday, November 14, 2018. Within the first quarter of 2019, the Township will receive a rebate of \$23,454.00 and the Road District will receive a rebate of \$21,780.00 for tax year 2017.

**APPROVAL TO AWARD CONTRACT TO PROVIDE ECOLOGICAL CONSULTING SERVICES TO DAVID EUBANKS ENVIRONMENTAL DISCUSSION & VOTE:**

Supervisor O'Connor said the Township is in the process of renegotiating our contract with Openlands. Openlands has decided they do not want to continue administering our volunteer program, overseeing the monitoring of birds, butterflies, and frogs, conducting the Chicago Botanic Garden Plants of Concern monitoring and assisting with the prescribed burns. It was a scope of service that was carried over during the merger. They are not activities typically done by Openlands. Dave Eubanks was contracted by Openlands to run the volunteer program and assist with prescribed burns. Openlands handled the monitoring of the birds, butterflies and frogs and conducted the Chicago Botanic Garden Plants of Concern monitoring. Supervisor O'Connor said the Township is recommending engaging Dave Eubanks to continue these activities.

A motion by Trustee Kovatch and a second by Trustee Nield to award Ecological Consulting Services to David Eubanks Environmental. Discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye, Motion carried.

**APPROVAL OF NS TECH HYBRID BACKUP AGREEMENT DISCUSSION & VOTE:**

Supervisor O'Connor said the contract is for the cloud data backup for the Township and Open Space Buildings.

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A motion by Trustee White and a second by Trustee Nield to approve NS Hybrid backup agreement. Trustee Kovatch asked if the Township would be notified before a back-up occurs. Supervisor O'Connor said she would assume but will confirm. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF NS TECH MANAGED SERVICE AGREEMENT  
DISCUSSION & VOTE**

NS Tech will provide the equipment and software which will provide anti-virus software and services, anti-ransomware protection, remote support availability and 24x7 monitoring of the workstations and servers.

A motion by Trustee Nield and second by Trustee Kovatch to approve the NS Tech Managed Service Agreement. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF PROPOSAL FROM BRANCH OFFICE TREE SERVICE FOR  
TREE REMOVAL AND STUMP GRINDING ON TOWNSHIP CAMPUS PARK  
DISCUSSION & VOTE:**

Supervisor O'Connor said the Township received two quotes and the project does not need to go out for bid. The Township would like to use Branch Office Tree Service.

A motion by Trustee Kovatch and a second by Trustee White, to approve the proposal from Branch Office Tree Service for the removal and stump grinding on the Township Campus Park. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF PROPOSAL FROM CLEAN CUT TREE SERVICE FOR LOG  
SITE REMOVAL ON CASEY ROAD  
DISCUSSION & VOTE:**

The Township received one quote for this project.

A motion by Trustee White and a second by Trustee August to approve the proposal from Clean Cut Tree Service for log site removal on Casey Road. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**RESOLUTION 2018 – R – 8  
2019 – 20 DRAFT LIBERTYVILLE TOWNSHIP TAX LEVY  
DISCUSSION & VOTE**

The Board received the 2019-20 draft Libertyville Township Tax Levy. Supervisor O'Connor reviewed the Levy. Discussion ensued. Due to a few minor typos on the resolution, the Board agreed to table the final vote until the December 13<sup>th</sup> meeting.

**RESOLUTION 2018 – R – 9**

**2019 – 20 DRAFT LIBERTYVILLE ROAD DISTRICT TAX LEVY**

**DISCUSSION & VOTE**

Highway Commissioner Neal said he will be asking to levy for the maximum allowed since there are so many highway projects including bridges and other major infrastructure issues that need to be addressed for 2019-20. Discussion ensued. Due to a typo, the Road District Levy Resolution will also be tabled until the December 13<sup>th</sup> meeting.

**OLD BUSINESS**

Trustee Kovatch apologized for his absence at the last meeting. He intended to be there, but his returning flight at O'Hare airport was delayed.

**NEW BUSINESS**

None

**ADJOURNMENT**

A motion to adjourn by Trustee Nield and a second by Trustee August. All in favor, aye. Motion carried.

**Time: 7:43 p.m.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Hansen".

Anne Hansen, Township Clerk