

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, December 13, 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. Highway Commissioner Marty Neal was also present.

APPROVAL OF MINUTES – November 15, 2018

A motion by Trustee Kovatch and a second by Trustee Nield to approve the November 15, 2018 meeting. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Nield and a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$7,596.01**. 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 White and a second by Trustee Kovatch to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$210,784.82**. 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 White to approve the expenditures from the **Open Space Fund** in the amount of **\$114.53**. 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 – None

Highway Commissioner's Report: Highway Commissioner Neal said since the last meeting, there have been 3 storm events and the snow and ice removal went well.

The auctioning of the Road District netted \$16,000 from the auctioning of the plow truck.

Trustee's Report – None

Supervisor's Report: Supervisor O'Connor provided an update on October activities in the pantry. Thanksgiving week the Township provided food to 107 households which included 74 Thanksgiving dinners. The meals were provided by Libertyville Sunrise Rotary Club, Berkshire Hathaway Home Service, Libertyville Jewel Osco, Countryside Fire Department, Order of Eastern Star #438 and private individuals.

The Township hosted a Book and Toy Fair for our food pantry recipients on Tuesday, December 11th and December 18th.

Supervisor O'Connor attended the Village of Vernon Hills TIF District Meeting on Tuesday, November 27, 2018. Since it was the first year of the TIF, the TIF did not receive any funds and an audit was not performed.

APPROVAL TO AWARD CONSERVATION LAND STEWARDSHIP FOR A PRESCRIBED BURN AT BUTTERFIELD ROAD (CANTERBURY) PROPERTY- DISCUSSION & VOTE:

Supervisor O'Connor reviewed the 6 bids received for the prescribed burn at the Canterbury property.

A motion by Trustee White and a second by Trustee Kovatch to award the prescribed burn at Butterfield Road (Canterbury) property contract to Conservation Land Stewardship in the amount of \$8,694.00. 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 TO AWARD INTEGRATED LAKES MANAGEMENT FOR A PRESCRIBED BURN AND HERBICIDE APPLICATION FOR PHRAGMITES ON RT 137 PROPERTY – DISCUSSION & VOTE:

Supervisor O'Connor reviewed the 4 bids received for the prescribed burn and herbicide application at the Rt. 137 property.

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A motion by Trustee White and a second by Trustee Nield to award Integrated Lakes Management for a prescribed burn and herbicide application for phragmites on Rt. 137 property in the amount of \$14,770. There was no additional discussion. On roll call vote: Trustee Nield, aye, Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL TO AWARD PEARSON, BROWN & ASSOCIATES, INC FOR ST. MARY'S RD PROPERTY DRAINAGE ANALYSIS – DISCUSSION & VOTE:

Supervisor O'Connor explained why the drainage analysis needed to be conducted on the site.

A motion by Trustee Kovatch and a second by Trustee August, to award Pearson Brown & Associates, Inc. for the St. Mary's Rd. Property Drainage analysis for an amount not to exceed \$5,000. 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 TO AWARD INDEPENDENT CONSULTANT AGREEMENT BETWEEN LIBERTYVILLE TOWNSHIP AND OPENLANDS DISCUSSION & VOTE:

A motion by Trustee White and a second by Trustee Nield to award Independent Consultant Agreement between Libertyville Township and Openlands. 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 FOR THE USE OF DRONES BY LAKE COUNTY STORMWATER MANAGEMENT COMMISSION (SMC), AND IN ACCORDANCE WITH SMC'S UAS POLICY, TO CONDUCT A BEFORE AND AFTER OVERVIEW OF THE 319 PROJECT – DISCUSSION & VOTE:

A motion by Trustee Kovatch and a second by Trustee August to approve the use of drones by SMC, and in accordance with SMC's UAS Policy to conduct a before and after overview of the 319 project. 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 TO AWARD CLEAN CUT TREE CARE FOR THE REMOVAL OF 3 DEAD/DYING TREES ON LIBERTYVILLE TOWNSHIP'S CASEY SOUTH PARCEL – DISCUSSION & VOTE:

Supervisor O'Connor described the scope of the project and stated one quote was received.

A motion by Trustee Kovatch and a second by Trustee White to approve the proposal from Clean Cut Tree Care for the removal of 3 dead/dying trees on Libertyville Township's Casey South Parcel in the amount of \$11,000. 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 LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION & VOTE

Supervisor O'Connor recommended the Township levy \$1,909,773 which is an increase of \$62,348. A draft budget with projected expenditures was presented to the Board.

A motion by Trustee August and a second by Trustee Kovatch to waive the reading of and approve Resolution 2018-R-8 the 2019-20 Libertyville Township Tax Levy in the amount of \$1,909,773. 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-9

2019 – 20 LIBERTYVILLE ROAD DISTRICT TAX LEVY – DISCUSSION & VOTE

The Road District recommended levying \$1,773,457, which is an increase of \$57,913. This amount can be reduced after the appeal process. A draft budget with the projected expenditures was presented to the Board.

A motion by Trustee Kovatch and a second by Trustee August to waive the reading of and approve Resolution 2018-R-9 the 2019 – 20 Libertyville Road District Tax Levy in the amount of \$1,773,457. 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.

OLD BUSINESS – None

NEW BUSINESS

Supervisor O'Connor said a new law was passed which requires the Clerk to attest to all payouts made from the Township and Road District. All checks are required to have the Supervisor and Clerk signatures. The tentative plan requires all bills be submitted to the Township by noon on the Friday prior to Board meetings. Any in-between bills will be signed by Supervisor and Clerk on Mondays when the Clerk is present. The Law does allow for the Clerk's stamped signature. The Township is in the process of developing a protocol for those expenses related to the Food Pantry, Community Emergency Assistance and the General and Emergency Assistance programs.

ADJOURNMENT

A motion to adjourn by Trustee Kovatch and a second by Trustee August. All were in favor. Motion carried.

Time: 7:50p.m.

Respectfully submitted,



Anne Hansen, Township Clerk