

**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 Illinois, on Tuesday, April 12, 2016.**

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

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

**Lawrence W. Falbe-----TRUSTEE**

**David Nield-----TRUSTEE**

**Robin M. O'Connor-----TRUSTEE**

**Terry A. White-----TRUSTEE**

Supervisor O'Connor called the meeting to order at 8:30 p.m. Pledge to the Flag, roll call and all Board members were present. Also present were Marty Neal, Highway Commissioner, Gloria Dail, Administrative Assistant, Joy Bux, Accounting and Finance Specialist, Alex Rodriguez, Buildings and Grounds Manager, Damon Cederberg, Open Space Field Coordinator, and Mike Zorn, Highway Department Maintenance Manager.

**APPROVAL OF MINUTES**

**a. Special Call Meeting Minutes – March 7, 2016**

A motion by Trustee O'Connor seconded by Trustee Nield to approve the Special Call Meeting Minutes of March 7, 2016, all in favor, aye. Motion carried.

**b. Executive Session Minutes – March 7, 2016**

A motion by Trustee O'Connor, seconded by Trustee White to approve but not release the Executive Session Minutes of March 7, 2016. All in favor, aye. Motion carried.

**c. Board Meeting Minutes – March 9, 2016**

A motion by Trustee Nield, seconded by Trustee Falbe to approve the Board Meeting Minutes of March 9, 2016. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

**TOWN FUND**

Motion by Trustee O'Connor with a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$17,197.48**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee O'Connor and a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$5,255.31**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee Nield and a second by Trustee Falbe to approve the expenditures from the **Open Space Fund** in the amount of **\$888.11**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**CITIZENS' COMMENTS** – None

**TOWNSHIP REPORTS**

**Assessor's Report** – No report.

**Clerk's Report** – No report.

**Highway Commissioner's Report**

Engineers have started reviewing the drainage issues in Countryside Manor. There is continued progress on FAU projects. Planning for the 2016 road resurfacing projects is moving forward.

**Trustees' Report** – No report.

**Supervisor's Report**

- General announcements on the Food Pantry were provided.
- The roll out of the expanded dial-a-ride service has gone extremely well. The Township has received approximately 4 calls regarding the fare increase.
- Supervisor O'Connor and Trustee Falbe attended the Lake County Leadership Meeting on April 11. The event brings the various stakeholders together to discuss county wide issues.

**CONSERVE LAKE COUNTY PARTNERSHIP OVERVIEW**

Mr. David Neu, Executive Director, and Sarah Surroz, Director of Conservation Partnerships, provided presentations on the mission of Conserve, services to the Township in 2015 and projects for 2016. Discussion ensued.

**RESOLUTION 2016-R-5**

**APPOINTMENT OF JIM MORAN TO THE BOARD OF TRUSTEES OF THE LIBERTYVILLE FIRE PROTECTION BOARD – VOTE**

The Libertyville Fire Protection Board recommended and strongly endorsed the appointment of Mr. Jim Moran to the Board. Clerk Hansen read Resolution 2016-R-5.

Motion by Trustee Nield, seconded by Trustee O'Connor to approve the appointment of Jim Moran to the Board of Trustees to the Libertyville Fire Protection Board. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

Clerk Hansen administered the Oath of Office to Mr. Jim Moran.

**APPROVAL TO ENGAGE TRC FOR PROFESSIONAL SERVICES RELATED TO THE MS4 PERMIT – DISCUSSION & VOTE**

Supervisor O'Connor stated the professional engineering services are needed to assist the Township in complying with the Illinois Environmental Protection Agency's mandated MS4 NPDES General Permit. Discussion ensued.

Motion by Trustee Falbe, seconded by Trustee Nield to approve the contract for the professional services of TRC for Professional Services related to the MS4 permit in an amount not to exceed \$20,750.00. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF INTERGOVERNMENTAL COOPERATION CONTRACT WITH TOIRMA – DISCUSSION & VOTE**

Supervisor O'Connor reported TOIRMA is the Township's liability insurance provider.

Motion by Trustee Falbe, seconded by Trustee Nield to approve the Intergovernmental Cooperation Contract with TOIRMA. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**2016 – 17 DRAFT TOWN FUND BUDGET – DISCUSSION**

The upcoming projects for the current fiscal year were highlighted. The Board was encouraged to contact the Supervisor with any questions.

**2016 – 17 DRAFT ROAD & BRIDGE BUDGET – DISCUSSION**

Highway Commissioner Neal reviewed the budget and highlighted several of the year's projects. He encouraged the Board to contact him with any questions.

**OLD BUSINESS**

The land exchange with Independence Farms closed on Friday, April 8. There were approximately 3.5 acres of paddocks that were not included. Supervisor O'Connor contacted the Waukegan Fire Department to determine if the site is appropriate for a fire training exercise on the house. Interested was expressed.

**NEW BUSINESS**

The Township has issued A Request for Qualifications (RFQ) for Professional Services to assist with the application process for a wetland mitigation bank on Casey Rd. and Rt. 45. It has been posted on the website and published. The Board was given a copy.

**EXECUTIVE SESSION**

**REVIEW OF EXECUTIVE SESSION MINUTES FOR RELEASE:**

- a. August 23, 2012
- b. November 15, 2012
- c. October 14, 2015
- d. October 18, 2014
- e. October 22, 2014
- f. February 26, 2015

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Supervisor O'Connor recommended the above Executive Session minutes remain confidential. The Board was in agreement; no Executive Session was required. The minutes will be again reviewed for release in 6 months.

**ADJOURNMENT**

A motion to adjourn by Trustee Falbe and seconded by Trustee Nield, all in favor, aye. Motion carried. **Time: 9:28 p.m.**

Respectfully submitted,

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

Anne Hansen, Township Clerk