

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, August 17, 2017.

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 except Trustee Kovatch and Trustee White. Also present were: Joy Bux, Accounting and Financial Specialist, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – July 13, 2017

There was not a quorum present to approve the meeting of July 13, 2017. The vote to approve was tabled for the September 14, 2017 Board meeting.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee August with a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$49,577.47**. There was no discussion. On roll call vote: Trustee Nield, aye, Trustee August, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Nield and a second by Trustee August to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$59,675.13**. There was no discussion. On roll call vote: Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Nield and a second by Trustee August to approve the expenditures from the **Open Space Fund** in the amount of **\$3,886.76**. There was no discussion. On roll call vote: Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

Citizens' Comments – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said the records for disposal have been approved by the State.

Highway Commissioner's Report – Absent

Supervisor O'Connor spoke on the Highway Commissioner's behalf:

- The Road District with support from the Township completed the flood clean-up activities. Household items, damaged trees and sandbags were collected and disposed.
- Bull Creek-Countryside Drive Emergency Culvert project went out for bid. Berger Construction was the lowest bidder; the work should be completed by September 1, 2017.
- Rockland Road QBS for Phase 2 engineering was advertised and 4 qualifiers are being evaluated.
- Bull Creek – There will be a 4 new homes built on a new street called Capri Court off Bull Creek drive.

Trustee's Report – None

Supervisor's Report

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

AUDIT REVIEW - DAVID CAIN, CPA

David Cain, CPA, presented the annual audit review. All Board members were given a copy of the audit. Mr. Cain stated the financial statements and records are "clean and stable". He complimented Supervisor O'Connor and staff, Gloria Dail and Joy Bux, for their cooperation.

Mr. Cain announced that he has retired and his firm has merged with Eder, Casella & Co. He introduced partner Cheryden Juergensen, CPA. He stated he appreciated the opportunity to work with Libertyville Township. Supervisor O'Connor said it has been a honor to work with Mr. Cain. He has provided excellent service and guidance to the Township.

2018 CALENDAR DISCUSSION & VOTE

The Board was provided a draft calendar. It was noted most townships meet once a month. There was some discussion about bills paid between meetings. The Board will be provided the resolution regarding bills paid between meetings in the Trustees packets for the next meeting. Trustee Nield said he would like to table this for discussion at the next meeting.

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OLD BUSINESS

Clerk Hansen said there will be pictures in the September Perspective of Township 5 K Race for Open Space.

NEW BUSINESS

Supervisor O'Connor said the Township received 25 social service grant applications. Two of the applications were not complete, and the organizations need to submit their certificate of insurance. The completed social service grant application packet will be delivered to the Board at their homes. The line item amount is \$100,000.00 and there is a maximum cap of \$20,000.00 that any one organization could receive. Supervisor O'Connor explained the process further to Trustee August. Discussion ensued.

ADJOURNMENT

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

Time: 7:34p.m.

Respectfully submitted,



Anne Hansen, Township Clerk