

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, September 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 except Trustee White and Trustee Nield. Liz Heffernan, Township Caseworker, and Gloria Dail, Administrative Assistant, were also in attendance.

APPROVAL OF MINUTES – August 23, 2018

A motion by Trustee Kovatch and a second by Trustee August, to approve the minutes of the August 23, 2018 meeting, all in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee August and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$15,686.44**. There was no additional discussion. On roll call vote: Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$5,339.96**. There was no additional discussion. On roll call vote: Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the **Open Space Fund** in the amount of **\$982.38**. There was no additional discussion. On roll call vote: Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

Citizens' Comments – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – No report.

Highway Commissioner's Report

Highway Commissioner Neal was not in attendance. Supervisor O'Connor provided the update on the Countryside Manor Drainage Project/Phase 1. Campanella & Sons, Inc. was awarded the bid and it is anticipated the project will take approximately 3 weeks. In August, a meeting was held with the residents of Countryside Manor to discuss the project.

Trustee's Report – No report.

Supervisor's Report

Supervisor O'Connor made some general announcements about the food pantry.

AUDIT REVIEW/EDER, CASELLA & CO. – CHERYDEN JUERGENSEN, CPA

Cheryden Juergensen from Eder, Casella & Co. presented the recently completed audit. The Board received copies of the audit in advance of the meeting. Ms. Juergensen stated it was a "clean report". The Township has implemented the recommended changes to the depositing of monetary donations. In addition, the end of month reconciliations will be handled by Eder, Casella & Co.

2018 – 19 SOCIAL SERVICE (PRELIMINARY) DISCUSSION

The Township Board began the discussion of the 24 social service grant applications received for grant funding. The final allocations will be approved at the September 27th meeting. Supervisor O'Connor gave a brief overview of each organization. For the organizations in attendance, they were provided an opportunity to speak on behalf of their organization. The average of the grant allocation will be calculated based on the number of the board members present and their allocation. Board Members must be present for their allocations to be included in the final vote. There is \$86,520 available in grant funds; the maximum amount one agency can receive is \$20,000.

OLD BUSINESS

On Tuesday, September 11, 2018, Supervisor O'Connor attended the Illinois Nature Preserve Commission Meeting where the Township received final approval for the dedication of the 46 acre Donnelley Prairies and Oaks Buffer Addition to Liberty Prairie Nature Preserve.

The Board was given a copy of the statute for holding a Special Call Meeting. The Board or at least 15 registered voters of the Township may file a written statement to the Township Clerk stating a special meeting is necessary for the interests of the Township.

NEW BUSINESS

The Township received a request from the Illinois Tollway Authority and Illinois Department of Transportation (IDOT) to become a participating agency for the Tri-County Access Project. The Federal Highway Administration, in cooperation with IDOT, is initiating an Environmental Impact Statement for the Tri-County Access Project. As a participating agency the Township would be responsible for identifying as early as possible any issues of concern regarding the project's potential environmental or socioeconomic impacts that could substantially delay or that could prevent an agency from granting a permit or other approval needed for the project. The Township will need to respond to the Tollway Authority before October 5th. The Board will vote on this at the September 27th meeting. The Board was encouraged to read over the letter and the Tri-County Access Project website.

The Township received a request from a neighborhood to allow a private neighborhood sign on Township property. George Covington, Township Attorney, had a number of concerns with the request. The Board agreed it wasn't appropriate to have a private sign on public property. The Village of Libertyville was initially approached with the request and it was denied. Supervisor O'Connor will notify the homeowners that the Board denied their request.

ADJOURNMENT

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

Time: 8:10p.m.

Respectfully submitted,



Anne Hansen, Township Clerk