

**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 Thursday, September 8, 2016.**

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

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

**Lawrence Falbe-----TRUSTEE**

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

**Robin M. O'Connor-----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 Falbe. Also present were Marty Neal, Highway Commissioner, Linda Blatnik, Social Worker, Joy Bux, Accounting and Financial Specialist, and Gloria Dail, Administrative Assistant.

**APPROVAL OF MINUTES – August 25, 2016**

A motion by Trustee White to approve the Board meeting minutes of August 25, 2016, seconded by Trustee Nield, all in favor, aye. Motion carried.

**APPROVAL OF BILLS**

**TOWN FUND**

Motion by Trustee White with a second by Trustee O'Connor to approve the expenditures from the **Town Fund** in the amount of **\$23,239.57**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee White and a second by Trustee O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$45,560.31**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee White and a second by Trustee Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$6,621.37**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**Citizens' Comments – None**

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report**

Clerk Hansen attended the Municipal Clerks of Lake County Local Elections Training Seminar and received the Election Packets. Signatures may be collected starting September 20, 2016. The first day to file is December 12, 2016 and the last day to file is December 19, 2016.

**Highway Commissioner's Report**

Highway Commissioner Neal said everything is going well. The Road District is getting the equipment prepared for the upcoming winter. The 3 Federal projects are moving forward. The Board received in their packets an invitation for the Open House Oak Spring Road Bridge Project Open House scheduled for Tuesday, September 13<sup>th</sup> from 5:00 p.m. to 7:00 p.m. The meeting will be held at the Township; the Board was encouraged to attend.

**Trustees' Report – None**

**Supervisor's Report**

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

Supervisor O'Connor recommended agenda items 7 and 8 be flipped since Trustee Falbe was running late. The Social Service discussion is preliminary and not final, but Resolution 2016-R-9 is up for a final vote.

A motion by Trustee Nield to flip the agenda items, seconded by Trustee White, all in favor, aye. Motion carried.

**SOCIAL SERVICE 2016 – 17 (PRELIMINARY) DISCUSSION**

Supervisor O'Connor said the Township received 22 Grant applications. There is \$105,000 allocated for the grants but it is not required to distribute the full amount. Several weeks ago the Board was given a copy of each application to review. Supervisor O'Connor explained the process and announced each agency. Agencies in attendance were offered the opportunity to provide a brief statement and answer any questions. Each Board member presented an amount and the average was calculated.

**Trustee Falbe joined the Board at 7:26 p.m.**

Career Resource Center and Youth and Family Counseling were in attendance to represent their agencies. They gave a brief statement of their services, and thanked the Board for their consideration. Trustee O'Connor said mental health issues are the root of many other social problems. Youth and Family Counseling does not receive any state funding. Preliminary allocations were averaged. Supervisor O'Connor said these are just preliminary and can be changed. The final allocations will be taken at the next meeting. Discussion ensued.

**RESOLUTION 2016-R-9**

**ELECTED OFFICIALS SALARY AND COMPENSATION DISCUSSION**

The Board was given comprehensive Salary and Benefits Information for Libertyville Township and a chart of potential annual increases from .5%, .75%, and 1%. Supervisor O'Connor said at the last meeting the consensus was to remove the Health Insurance benefit from the Clerk's position and freeze the Clerk's and the Trustees' salaries. Insurance and IMRF benefits would remain for the Supervisor, Assessor and Highway Commissioner positions.

Trustee O'Connor and Trustee White said the Clerk's position should be included in the cumulative 2% increase. Trustee Nield and Trustee Falbe agreed. After some discussion, the Board agreed to a cumulative 2% increase for the next term of the elected Assessor, Clerk, Highway Commissioner and Supervisor. The consensus was to freeze the Trustees' salaries. The compensation for the Road District Treasurer will be frozen at \$500 annually. It was recommended a \$60 monthly stipend be included for the Highway Commissioner's position personal use of a township vehicle.

A motion by Trustee Falbe, seconded by Trustee O'Connor to approve Resolution 2016-R-9 establishing salaries for Libertyville Township Elected Officials as presented. See Resolution attached. On Roll Call Vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**OLD BUSINESS**

The Casper/Archdiocese Property Bid Notice was posted in the paper this past Saturday and is posted on the website. The minimum bid is \$70.00 per acre. Production is limited to hay. The sealed bids are to be submitted by 10:00 a.m. on October 6, 2016. The bid opening will take place on Thursday, October 6<sup>th</sup> at 10:15 in the Township's meeting room.

**NEW BUSINESS – NONE**

**ADJOURNMENT**

A motion to adjourn by Trustee Falbe and a second by Trustee White. All in favor, aye, Motion carried. **Time: 8:07p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk

**RESOLUTION**  
**ESTABLISHING SALARIES FOR**  
**LIBERTYVILLE TOWNSHIP ELECTED OFFICIALS**

**2016-R-9**

WHEREAS, it is the desire of the Board of Trustees of the Town of Libertyville to establish compensation and salaries for elected Township Officials, as required by Illinois law and as stated in this Resolution; and

NOW THEREFORE, it is hereby resolved by the Board of Trustees of the TOWN OF LIBERTYVILLE as follows:

The compensation and salaries of the Township elected officials of the Town of Libertyville be and are hereby set and established at the rates and for periods as follows:

<b><u>POSITION</u></b>	<b><u>YEAR</u></b>	<b><u>ANNUAL SALARY</u></b>
Supervisor	5-15-17 to 5-21-18	\$ 85,659
	5-21-18 to 5-20-19	\$ 86,087
	5-20-19 to 5-18-20	\$ 86,518
	5-18-20 to 5-17-21	\$ 86,950
Highway Commissioner	5-15-17 to 5-21-18	\$ 85,659
	5-21-18 to 5-20-19	\$ 86,087
	5-20-19 to 5-18-20	\$ 86,518
	5-18-20 to 5-17-21	\$ 86,950
<i>The Highway Commissioner has use of a Township vehicle with a payroll deduction of \$60.00 per month for personal use.</i>		
Clerk	5-15-17 to 5-21-18	\$ 25,361
	5-21-18 to 5-20-19	\$ 25,488
	5-20-19 to 5-18-20	\$ 25,615
	5-18-20 to 5-17-21	\$ 25,743
<i>No Insurance Benefits – No IMRF Benefits</i>		
Assessor	1-1-18 to 12-31-18	\$ 94,145
	1-1-19 to 12-31-19	\$ 94,616
	1-1-20 to 12-31-20	\$ 95,089
	1-1-21 to 12-31-21	\$ 95,565

**RESOLUTION**  
**ESTABLISHING SALARIES FOR**  
**LIBERTYVILLE TOWNSHIP ELECTED OFFICIALS**

**2016-R-9**

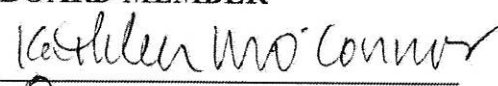
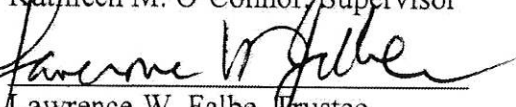
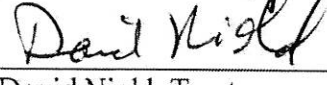
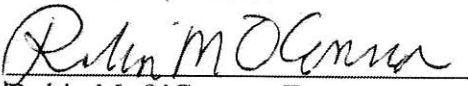
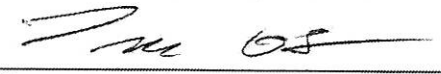
<b><u>POSITION</u></b>	<b><u>YEAR</u></b>	<b><u>ANNUAL SALARY</u></b>
Road District Treasurer	Per Year	\$ 500
Trustees	5-15-17 to 5-21-18	\$ 4,200
	5-21-18 to 5-20-19	\$ 4,200
	5-20-19 to 5-18-20	\$ 4,200
	5-18-20 to 5-17-21	\$ 4,200

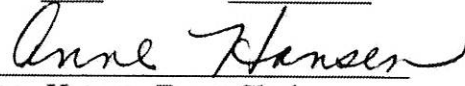
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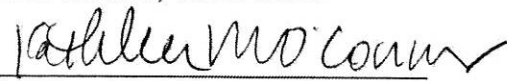
**Compensation:**

IMRF, Health, Dental, Life and Vision Insurance are available benefits at a reasonable cost for eligible elected officials and their eligible dependents.

**ADOPTED** and **EFFECTIVE** this 8<sup>th</sup> day of September 2016, pursuant to a roll call vote by the Board of Trustees of Libertyville Township.

<b>BOARD MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>
 Kathleen M. O'Connor, Supervisor	✓	_____	_____
 Lawrence W. Falbe, Trustee	✓	_____	_____
 David Nield, Trustee	✓	_____	_____
 Robin M. O'Connor, Trustee	✓	_____	_____
 Terry A. White, Trustee	✓	_____	_____

  
Anne Hansen, Town Clerk

  
Kathleen M. O'Connor, Supervisor