

MINUTES – BOARD OF TOWN TRUSTEES

**STATE OF ILLINOIS
LAKE COUNTY**

THE BOARD OF TOWN TRUSTEES met virtually on Zoom-<https://us02web.zoom.us/j/87876720826?pwd=cnRBcHBYTDYrU3VMRmJrV2ZvNnpEqT09;Meeting ID: 878 7672 0826 Passcode: 612991> on Thursday, **January 28, 2021**, at 7:00 p.m. The Zoom link was published with the agenda and posted on the Township website Tuesday, January 26, 2021.

Kathleen M. O'Connor-----SUPERVISOR
Anne Hansen----- CLERK
Carol A. August----- TRUSTEE
Matthew A. Kovatch----- TRUSTEE
Vacant----- TRUSTEE
Terry A. White----- TRUSTEE

Supervisor O'Connor called the virtual Zoom meeting (due to Covid-19 virus) to order at 7:00 p.m. Pledge to the Flag, roll call and all Board Members were virtually present.

APPROVAL OF MINUTES – January 14, 2021

A motion by Trustee White and a second by Trustee August to approve the **January 14, 2021** Board meeting minutes. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee White and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$5,834.10**. There was no additional discussion. On roll call vote: Trustee White, aye, 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 **\$3,488.57**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

A motion by Trustee August and a second by Trustee White to approve the expenditures from the **Open Space Fund** in the amount of **\$867.88**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

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Citizens' Comments

Citizens were invited on the website to send questions or concerns via email. The Township did not receive any public comment.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report – Absent

Trustees' Report – None

Supervisor's Report

In January, Libertyville Township gave out food to 251 households, which consisted of 551 individuals. During this month, we received food/money donations for the pantry from: Libertyville Township Democrats, Ace Hardware, Utopia Global, Libertyville Police Department, Lincolnshire Garden Club, and several private individuals. We continue to receive weekly donations from Jewel-Libertyville, and Mariano's-Vernon Hills.

The Village of Mundelein's TIF Districts 1 & 2 Annual Meetings were on Monday, January 25, 2021. The Village reported the progress on the TIF District's have been slow due to the impact of COVID and shutdowns.

The Libertyville Township Soccer Complex canceled their annual meeting on Tuesday, January 26th because of the weather. It will be rescheduled.

We are taking a slightly different approach with our credit counseling workshops this year.

Credit Counseling Workshops will continue every 2nd Monday of the month via Zoom. There will be 6 classes on "Developing Sound Financial Skills". The other topics covered will include understanding credit reports & scores, financial health during the COVID crisis, budgeting for the holidays, how to avoid being scammed by financial predators and basic budgeting for teens and young adults. The information will be posted on our website and in our newsletters. Everyone who receives financial assistance from the Township is required to attend one class. Trustee August said it is great that the Township offers this to the residents. Supervisor O'Connor said it is a requirement for those residents receiving assistance to attend at least one class and the workshops are available to all Township residents.

RESOLUTION 2021-R-1 APPOINTMENT OF CRAIG DOWDEN TO THE BOARD OF TRUSTEES OF THE LIBERTYVILLE FIRE PROTECTION BOARD DISCUSSION & VOTE

Every year the Township approves the appointment to the Libertyville Fire Protection District Board. The Fire Protection District Board has recommended Craig be reappointed to the Board.

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Copies of the resolution were included in the Board's packets. Craig Dowden said that is a pleasure to serve on the Fire Protection Board. The Clerk will administer the Oath to Mr. Dowden on Friday, January 29, 2021.

A motion to waive the reading of the resolution and approve the appointment of Craig Dowden to the Libertyville Fire Protection Board by Trustee Kovatch and a second by Trustee White. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CONFIRMING RENEWAL TO ENGAGE GEORGE ROACH & ASSOCIATES (GRA) FOR THE 2020-21 AUDIT – DISCUSSION & VOTE

Supervisor O'Connor said the original agreement to engage George Roach & Associates was for 3 years with an annual confirmation of the renewal. Last year, the fee was \$16,500. This year the fee is \$17,000.

A motion by Trustee White to confirm the renewal to engage George Roach & Associates to conduct the 2020-21 audit in the amount not to exceed \$17,000 and a second by Trustee August. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

Rt 137 OPEN SPACE TREE REMOVAL PROJECT/CLEAN CUT TREE SERVICE-DISCUSSION & VOTE

There are approximately 23 trees on our Rt. 137 property in need of removal and 3 trees in need of pruning. The Township contacted 3 companies. Clean Cut Tree Service and Davey Tree Expert Company provided quotes. Davey Tree Expert Company quoted \$25,065.00. The Township is recommending Clean Cut Tree Service as they quoted \$6,800. The Township has used this company before, and they have done a good job. Trustee Kovatch said the variance in quotes is shocking. Discussion ensued.

A motion by Trustee August to award the Rt. 137 Open Space Tree Removal Project to Clean Cut Tree Service in the amount of \$6,800 and a second by Trustee Kovatch. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

Openlands approached the Township and the Lake County Forest Preserve District on signage to highlight the Liberty Prairie Reserve. The Township has been working together on the project. Earlier today, the Supervisor sent information to the Board to review and seek their feedback. A description of the project, the proposed locations of the signs and color scheme. The Board gave the Supervisor their preferences for signage design and color and the Supervisor said she would relay the information to Openlands. Discussion ensued.

NEW BUSINESS

Trustee Kovatch asked if the Township was involved in the permitting process for dispensaries. Supervisor O'Connor explained the Township does not issue permits for the

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unincorporated areas of the Township. All permitting for the unincorporated areas is handled by Lake County.

Trustee Kovatch complimented the Road District for the Rockland Road "Project of the Year Award".

APPOINTMENT OF CATHLEEN DOHRN TO FILL THE TRUSTEE VACANCY - DISCUSSION & VOTE

Cathleen Dohrn formally introduced herself to the Board. Ms. Dohrn has been a resident of Libertyville Township for 20 years. She is a scientist who has worked for Abbott/AbbVie Laboratories and currently works for Continuum Clinical. Ms. Dohrn is interested in giving back to the community, particularly the Open Space District and the Township Food Pantry. Cathleen will be sworn in by Clerk Hansen on Friday, January 29, 2021.

A motion to approve the appointment of Cathleen Dohrn to fill the Libertyville Township Trustee vacancy by Trustee August and a second by Trustee White. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ADJOURNMENT

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

Time: 7:28

Respectfully submitted,



Anne Hansen, Township Clerk