

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 Illinois, on Thursday, February 15, 2022.

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

Anne Hansen-----CLERK

Carol August-----TRUSTEE

Cathleen Dohrn-----TRUSTEE

Matthew A. Kovatch-----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 Kovatch. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – January 18, 2022

Approval of Board meeting minutes were tabled because Trustee August was not at the January 18, 2022, meeting and a quorum is necessary for approval.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the **Town Fund** in the amount of **\$15,648.40**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$266,934.83**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the **Open Space Fund** in the amount of **\$759.52**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal reported the Highway Department had two small snow call outs to date in February and there is still plenty of salt. The Rockland Road Bridge Public Meeting was held Thursday, February 10, 2022, and went well.

Trustees' Report – None

Supervisor's Report

In January, Libertyville Township provided food to 300 households, which consisted of 606 individuals. Donations were received from First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Montessori School of Lake Forest, Ansel Brainerd Cook Chapter of the DAR, Ace Hardware of Libertyville, Baird & Warner, Rockland School, Libertyville High School Girls Basketball, and private individuals.

The Township received six completed Emergency Assistance Applications. The Township has provided \$2,800 in Emergency Assistance to three households and \$4,027.99 in Community Emergency Assistance to four households with a total assistance allocation of \$6,827.99. In January, five applications were taken for Energy Assistance and one application was submitted to the Salvation Army Extension Center.

Nine volunteers attended the online herbicide training class on Saturday, January 29, 2022, from 9-10:30. Jon Happ and Dave Eubanks led the training.

The February 12, 2022, volunteer workday was canceled because of the zero windchill. The next Open Space Volunteer Workday is scheduled for Saturday, March 12, 2022, from 9-noon at Liberty Prairie.

On Tuesday, January 25, 2022, Supervisor O'Connor attended the Libertyville Township Soccer Complex's Annual meeting. They will be providing their annual update to the Board on Tuesday, April 12, 2022.

7:10 TRUSTEE WHITE JOINED THE MEETING

Since there was a quorum present, the approval of the minutes was taken.

APPROVAL OF REGULAR BOARD MEETING MINUTES – January 18, 2022

A motion by Trustee Dohrn and a second by Trustee White to approve the Board meeting minutes of January 18, 2022. There was no discussion. All in favor, aye. Motion carried.

RECOGNITION FOR NOLAN JOHNSON – EAGLE SCOUT PROJECT

Supervisor O'Connor presented a Proclamation of Appreciation to Eagle Scout Nolan Johnson. Nolan designed, constructed, and installed five American Kestrel nesting boxes on Township Property. Supervisor O'Connor said Nolan was a pleasure to work with and thanked him for his contribution to the Township.

2021- 2022 BUDGET RECONCILIATION RESOLUTIONS

Supervisor O'Connor said at February meeting, the Township may adjust up to 10% of the budget for line-items that are negative. The Township has exercised this practice as an end of the year housekeeping. If it was not done, the auditor would require it later.

RESOLUTION 2022-R-1 LINE-ITEM TRANSFERS WITHIN THE TOWN FUND

Discussion & Vote

Supervisor O'Connor recommended the Township move \$17,020 within the Town Funds which was approximately 1% of the budget.

A motion by Trustee August and a second by Trustee White to waive the reading and approve Resolution 2022-R-1 Line-item transfer within the Town Fund. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

RESOLUTION 2022-R-2 LINE-ITEM TRANSFERS WITHIN THE ROAD AND BRIDGE FUND – Discussion & Vote

Supervisor O'Connor recommended the Road District move \$142,015 within the Road & Bridge Fund which was approximately 8% of the budget.

A motion by Trustee White and a second by Trustee Dohrn to waive the reading and approve Resolution 2022-R-2 Line-item transfers within the Road & Bridge Fund. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

RESOLUTION 2022- R-3 LINE-ITEM TRANSFERS WITHIN THE OPEN SPACE FUND – Discussion & Vote

Supervisor O'Connor recommended the Township move \$1,500 within the Open Space Fund, which is less than ¼%.

A motion to waive the reading and approve Resolution 2022-R-3 Line-item transfers within the Open Space Fund by Trustee Dohrn and a second by Trustee August. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CONFIRMING RENEWAL TO ENGAGE GEORGE ROACH & ASSOCIATES FOR THE 2021-22 AUDIT – Discussion & Vote

Supervisor O'Connor reported the original agreement was for 3 years with an annual confirmation of the renewal. Last year, the fee was \$17,000.00.

Page 4 Minutes 2.15.2022

A motion by Trustee White and a second by Trustee Dohrn to confirm the renewal to engage George Roach & Associates to conduct the 2021-22 audit in an amount not to exceed \$17,500.00. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL TO AWARD ST. MARY'S ROAD RAPID RECTANGULAR FLASHING BEACON SYSTEM PROJECT TO ALLIANCE CONTRACTORS, INC. IN THAT AMOUNT OF \$48,785.00 – Discussion & Vote

Ben Metzler, Senior Civil Engineer from RHMG Engineers, Inc, reviewed the project and explained the Township received one bid for the project. The bid came in higher than the Engineer's Estimate of Probable Cost.

A motion by Trustee August and a second by Trustee Dohrn to award the St. Mary's Rapid Rectangular Flashing Beacon System Project to Alliance Contractors, Inc. In the amount of \$48,785.00. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

Supervisor O'Connor said a bid notice will be posted on Friday February 25, 2022, for the Open Space Parks Building Roof Repair Project.

NEW BUSINESS

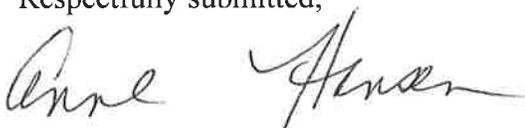
Supervisor O'Connor reported a request has been made to the Township to award the current Egidi property license agreement to a potential new owner. It was explained there may be a request to schedule a Special Meeting. If approved the assigned license agreement would last the length of the current license agreement.

Clerk Hansen reported the Annual Town Meeting Agenda will be approved at the March 15, 2022, Board meeting.

ADJOURNMENT

A motion to adjourn by Trustee Dohrn and a second by Trustee White. All in favor, aye. Motion carried. **Time: 7:28 p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk