

**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 Tuesday, May 10, 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. Highway Commissioner Marty Neal was also present.

**APPROVAL OF REGULAR BOARD MEETING MINUTES – APRIL 12, 2022**

A motion by Trustee Dohrn and a second by Trustee Kovatch to approve the **Board meeting minutes of April 12, 2022**. There was no discussion. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

The Board reviewed the General Assistance bills for April plus the bills paid in between meetings. There were no questions.

**TOWN FUND**

Motion by Trustee White and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$21,625.01**. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, 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 Dohrn to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$21,927.00**. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee August and a second by Trustee Dohrn to approve the expenditures from the **Open Space Fund** in the amount of **\$6,772.24**. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

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**CITIZENS' COMMENTS** – None

### **TOWNSHIP REPORTS:**

**Assessor's Report** – Absent

#### **Clerk's Report**

Clerk Hansen said she will be filing the Budget at the end of the month and in June will distribute Election Judges' materials for the Primary. The Township Office will also begin preparing for the records for disposal

#### **Highway Commissioner's Report**

Highway Commissioner Neal reported the culvert projects are almost done and preparations for resurfacing will begin. He attended a press conference in Waukegan which highlighted Lake County Stormwater Management Commission's stormwater projects which funded by the Illinois of Department of Commerce and Economic Opportunity grant. Oak Spring Lane Stormwater Bypass Project is one projects to be funded from the grant.

**Trustees' Report** – None

#### **Supervisor's Report**

Supervisor O'Connor reported in April, Libertyville Township gave out food to 331 households, which consisted of 707 individuals. The Township received food or monetary donations from First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Dairy Dream of Libertyville, Boy Scout Troop 194, Cub Scout Pack 72, and several other private individuals. Weekly donations were also received from Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills.

To date, the Township has provided 32 applications for assistance and received 13 completed applications. The Township has provided \$8,587.45 in Emergency Assistance to 10 households and \$9,433.30 in Community Emergency Assistance to 11 households with a total assistance allocation of \$18,020.75 to 13 households. In April, four applications were taken for Energy Assistance. The April Budget Counseling class was not held.

Supervisor O'Connor said the April 9<sup>th</sup> volunteer workday went well. The volunteers cleared the front entrance of Oak Openings. They cleared out deadwood, a Swamp White Oak and Nannyberry. On April 25<sup>th</sup>, a volunteer workday was held with 13 students from Carmel Catholic High School at our Butterfield Road site. The students cut woody invasives and spread seed that was collected by the students' last fall.

The Letter Carriers will host their annual food drive on Saturday May 14<sup>th</sup>. They will be collecting food for the pantry. The timeline for the upcoming School Supplies Drive at the Township was shared.

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Supervisor O'Connor shared the 2-1-1 service will be expanding to cover the entire state of Illinois with the issuance of a significant grant. Dennis Burke, representative for United Way of Lake County's Community Partnerships, is scheduled to provide an update at a future Board meeting.

**MS4 ANNUAL REPORT & UPDATE**

Jodi McCarthy, P.E., Senior Project Manager with Manhard Consulting, provided the annual update on the Township's Municipal Stormwater Management Plan. The annual presentation is a requirement of the NPDES permit.

**2022-23 DRAFT TOWN FUND BUDGET- DISCUSSION**

Supervisor O'Connor highlighted the recent changes to the Budget. Discussion ensued. The budgets will be approved at the May 24<sup>th</sup> meeting.

**2022-23 DRAFT ROAD & BRIDGE BUDGET**

Highway Commissioner Neal highlighted some changes to the Road & Bridge Budget. Discussion ensued.

**OLD BUSINESS**

Supervisor O'Connor reported the roof repairs to the Parks Building will begin on Monday, May 16<sup>th</sup>.

The ribbon cutting for the new Ride Lake County paratransit service was Friday, May 6th. The new service began May 1<sup>st</sup>. There has already been an increase in ridership with the expanded service.

**NEW BUSINESS**

The Township will have 3 seasonal employees to assist with our open space this year.

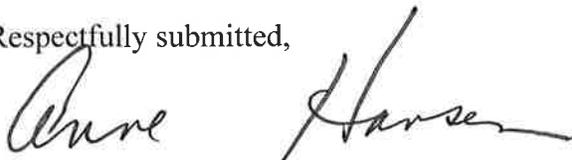
The Township will host a Lake County Circuit Clerk's Mobile Passport Event on Saturday, June 11<sup>th</sup> from 9:30am -1:30pm.

**ADJOURNMENT**

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

**Time: 8:00 p.m.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Anne Hansen". The signature is written in a cursive, flowing style.

Anne Hansen, Township Clerk