

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 Tuesday, November 19, 2024.

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 Dohrn and Trustee Kovatch. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – OCTOBER 15, 2024

A motion by Trustee White and a second by Trustee August to approve the Board meeting minutes of October 15, 2024. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road paid in-between expenditures and the General Assistance bills for the month of October. There were no questions.

TOWN FUND

Motion by Trustee August and a second by Trustee White to approve the expenditures from the Town Fund in the amount of \$29,412.93. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Road and Bridge Fund in the amount of \$91,461.80. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Open Space Fund in the amount of \$867.99. There was no discussion. On roll call vote: Trustee White, aye, Trustee August aye, Supervisor O’Connor, aye. Motion carried.

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CITIZENS' COMMENTS - None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

The simultaneous filer lottery is scheduled for November 20, 2024, at 9:00 a.m. in the Township Meeting Room. The candidates were sent written notification in the mail.

Highway Commissioner's Report

Highway Commissioner Neal provided an update on the Oak Spring Road Bridge Project. Drone footage of the project is posted on the Township website.

Trustees' Report – None

Supervisor's Report

In October, the pantry provided food to 543 households, which consisted of 1,410 individuals. Food and monetary were received from Christ Lutheran Church, Libertyville Sunrise Rotary, 1st Presbyterian Church of Libertyville, Packing Corporation of America, Libertyville Junior Women's Club, Medline Industries, Abbott Labs, Libertyville Farmers Market, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly. Thanksgiving Dinners were distributed November 19, 2024. Libertyville Sunrise Rotary and Jewel provided the dinners. Holiday dinners will be distributed on Tuesday, December 17th.

The gifts for the Christmas Gift Program are due Friday, December 13th and will be distributed the week of December 16th. For those families not eligible for the Christmas Gift Program, the Gift Room will be open December 10th and 17th. Families must register in advance for a timeslot to select gifts.

In October, the Township sent out twelve applications and received five completed applications for assistance. As of October 31st, the Township has provided twenty-seven households with Emergency Assistance for a total allocation of \$21,045.91 and twenty-eight households with Community Emergency Assistance with a total allocation of \$20,708.63. Twenty households received both Emergency Assistance and Community Emergency Assistance. The combined total for all financial assistance provided as of October 31st is \$41,754.54. The Township has one individual receiving General Assistance. One individual attended the Budget Counseling Class. Forty-five applications for energy assistance were taken and submitted as well as one application to Mother's Trust.

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The November 9th volunteer workday was held at Liberty Prairie, three volunteers collected native prairie seed along the creek corridor. The next open space volunteer workday is scheduled for Saturday, December 14th at Oak Openings from 9-noon.

**LIBERTYVILLE TOWNSHIP SOCCER COMPLEX GROUNDS UPDATE & REQUEST/MICHAEL ZOVISTOSKI, LTSC/GLSA EXECUTIVE DIRECTOR
DISCUSSION & VOTE:**

Executive Director Michael Zovistoski updated the Board on the complex grounds and requested preliminary approval from the Libertyville Township Board to begin permitting and planning for a patio at the concession stand at the Soccer Complex. Discussion ensued.

A motion by Trustee White and a second by Trustee August to approve the Libertyville Township Soccer Complex's request to construct a patio at the concession stand conditional on obtaining the required permits from Lake County. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**RESOLUTION 2024-R08 2025 LIBERTYVILLE TOWNSHIP TAX LEVY
DISCUSSION & VOTE:**

The Board reviewed the proposed \$2,424,582.73 levy and draft budget. Discussion ensued.

A motion to waive the reading of the resolution and approve Resolution 2024-R08, 2025-26 Town Tax Levy, in the amount of \$2,424,582.73 by Trustee White and a second by Trustee August. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

RESOLUTION 2024-R09 2025 LIBERTYVILLE TOWNSHIP ROAD DISTRICT TAX LEVY

DISCUSSION & VOTE:

The Board reviewed the proposed \$2,183,259.66 levy and draft budget. Discussion ensued.

A motion to waive the reading of the resolution and approve Resolution 2024-R09, 2025-26 Road District Tax Levy, in the amount of \$2,183,259.66 by Trustee White and a second by Trustee August. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

OLD BUSINESS

Township offices will be closed on Thursday, November 28th and Friday, November 29th for the Thanksgiving holiday.

The bid received from the recent truck bid did not include the chassis. The Township will be looking into public procurement options to purchase the truck.

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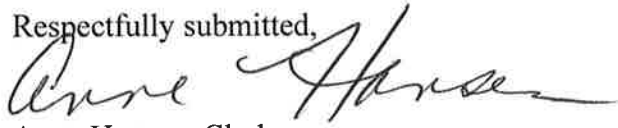
NEW BUSINESS

The Assessor's Office will be closed on Thursday, December 26th. There was a consensus to approve the closing of all Township offices on the 26th. The item will be added to the December 10th Township Board meeting agenda for approval.

ADJOURNMENT

A motion by Trustee White and a second by Trustee August to adjourn the meeting, all in favor, aye. Motion carried. TIME: 7:25 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Hansen". The signature is written in black ink and is positioned above the printed name.

Anne Hansen, Clerk