

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 December 12, 2023.

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. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – NOVEMBER 14, 2023

A motion by Trustee White and a second by Trustee August to approve the Board meeting minutes of November 14, 2023. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$36,387.44. There was no 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 August and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$56,979.54. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

There were no bills from the Open Space Fund.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

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Clerk's Report

The Clerk reported the Levy will be filed by Friday, December 15, 2023.

Highway Commissioner's Report

Highway Commissioner Neal reported there was one recent weather event requiring the salting of unincorporated roads.

Trustees' Report – No report.

Supervisor's Report

In November, the pantry provided food to 483 households, which consisted of 1,161 individuals. Food and/or monetary donations were received from: First Presbyterian Church of Libertyville, United Methodist Church of Libertyville, Libertyville Sunrise Rotary, Terre Fair, Butterfield School, Highland Middle School, Copeland Manor School, NSDAR, Libertyville Jr. Women's Club, WestRock LLC, Nana's Rumcakes and several private individuals. The 76 Thanksgiving meals were provided by Libertyville Sunrise Rotary, Jewel of Libertyville, Order of the Eastern Star, and Berkshire Hathaway Home Services-Chicago. The Christmas Dinners will be distributed the week of December 18th.

The gifts for the Holiday Gift Giving program have been distributed. A total to the Board will be provided at the January meeting.

The gift room was open on Tuesday, December 5th & 12th. Shoppers reserved a time to select gifts. The number of gifts a person may select will depend on family size and the amount donations received.

As of December 1, 2023, the Township has received 108 requests for assistance applications. Fifty-six have submitted completed applications. Twenty-seven households have been approved for Emergency Assistance with a total allocation \$23,400.00. Thirty-five households have been approved for community Emergency Assistance with a total allocation of \$26,211.86. The combined total of financial assistance provided was \$49,612.30. There were twenty-five households that received both. In November, two clients attended the Budget Counseling Workshop, eight residents applied for Low Income Energy Assistance (LIHEAP) and one resident received financial assistance from Mother's Trust.

The December 9th volunteer workday at Oak Openings was cancelled due to rain.

On November 29, 2023, Supervisor O'Connor, attended the Village of Mundelein's three separate TIF District meetings. The Village reported all the TIFS are running at a deficit, but they were hopeful all will soon experience significant growth. On December 6, 2023, Supervisor O'Connor attended two of the Village of Vernon Hills TIF District meetings on December 6th. They anticipated the Mellody Farm TIF will close within the next four years as the TIF has been an extremely successful TIF with a fund balance of over \$6 million. The Hawthorn Mall TIF is relatively new. The TIF currently has a deficit of approximately \$53,000.

The Village of Libertyville held their TIF District Meeting on December 7th. The TIF was very successful and will remain open as the property tax appeal process continues.

The Assessor provided a copy of her proposed budget for next year. The Township did receive the health insurance numbers. Blue Cross Blue Shield will remain the provider with an increase of approximately 8%.

RESOLUTION 2023-R-07

2024-25 LIBERTYVILLE TOWNSHIP ROAD DISTRICT TAX LEVY

The proposed \$2,321,474 levy was reviewed again. No discussion ensued.

A motion by Trustee Kovatch and a second by Trustee White to waive the reading and approve Resolution 2023-R-07 2024-25 Libertyville Township Tax Levy in the amount of \$22,321.474. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

RESOLUTION 2023-R-08

2024-25 LIBERTYVILLE TOWNSHIP ROAD DISTRICT LEVY

The proposed Road District \$2,081.967 levy was reviewed. The Road District is required to levy the full amount to be eligible to receive federal funds.

A motion by Trustee White and a second by Trustee August to waive the reading and approve Resolution 2023-R-08 2024-25 Libertyville Township Road District Tax Levy in the amount of \$2,081.967. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

During the transition to the new IT provider, the Township has experienced significant challenges. The Township may need to change providers.


The construction of the wetland mitigation bank is moving along well. An article on the project may appear in the Daily Herald.

NEW BUSINESS – None

ADJOURNMENT

A motion by Trustee August and a second by Trustee White to adjourn the meeting, all in favor, aye. Motion carried. **TIME: 7:21 P.M.**

Respectfully submitted,


Anne Hansen, Clerk