

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, October 21, 2025.

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

Sari Hurtig-----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 except Trustee August were present. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – SEPTEMBER 23, 2025

A motion by Trustee Kovatch and a second by Trustee White to approve the Board meeting minutes of September 23, 2025. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road bills paid in between meetings and the September General Assistance expenditures. There were no questions.

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee Dohrn to approve the expenditures from the Town Fund in the amount of \$19,953.84. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee White and a second by Trustee Dohrn to approve the expenditures from the Road and Bridge Fund in the amount of \$14,410.53. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Kovatch and a second by Trustee Dohrn to approve the expenditures from the Open Space Fund in the amount of \$11,627.62. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, 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 provided an update on the status of the change in weight limit restrictions on Casey Road. Highway Commissioner Neal reported salt deliveries are arriving as the department is preparing for winter. He also reported that there is discussion with the Lake County Division of Transportation regarding a round-about on Casey Road.

Trustees' Report - None

Supervisor's Report

In September, the pantry provided food to 519 households, which consisted of approximately 1,354 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, Highland Middle School, Hawthorn Woods Ladies Golf League, Community Protestant Church, United Christian Church, Christ Church Crossroads Food Pantry Garden, Dairy Dream, The Kit Outreach, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

In September, the Township received 14 requests for financial assistance. As of September 30th, Libertyville Township has provided 15 households with Emergency Assistance with a total allocation of \$13,565.63 and 20 households received \$19,791.88 in Community Emergency Assistance. Eleven households have received both. As of September 30th, the Township has provided a combined total of \$33,957.61 in financial assistance. Currently, there are 3 residents receiving General Assistance. Four individuals attended the Budget Counseling Class. One application to Mother's Trust was taken and submitted.

The October 11th volunteer workday went well. Seed was collected at Oak Openings. The next workday is scheduled for Saturday, November 8th at Liberty Prairie.

RECOGNITION FOR MARCOS MONROE – EAGLE SCOUT PROJECT

Supervisor O'Connor presented a Proclamation of Recognition for Eagle Scout Marcos Monroe. Marcos built and installed wood duck nesting boxes at five Libertyville Township Open Space District sites and developed and installed educational signage at Atkinson Road Preserve. Supervisor O'Connor said Marcos was a pleasure to work with and thanked him for his contribution to the Township. Discussion ensued.

APPROVAL TO AWARD ROUTE 137/CASPER/ARCHDIOCESE PARCEL(14.72 Acres) FARMING AND LICENSING AGREEMENT TO HARADEN FARMS & STABLES, LLC

One application to farm on the Rt. 137/Casper/Archdiocese Parcel was received from Haraden Farm & Stable, Inc. for a bid of \$125 per acres totaling \$1,840.00 per year. Motion by Trustee Kovatch and a second by Trustee White to approve and award the Rt. 137/Casper/Archdiocese Parcel Farm License agreement to Haraden Farm & Stable, Inc. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE REGULAR BOARD MEETING AND OPEN ROAD DISTRICT PUBLIC HEARING

Motion by Trustee Dohrn and a second by Trustee Kovatch to close the regular Board Meeting and open the Road District Public Hearing. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

Discussion of Ordinance #2025 – 01 – Designating Truck Route System/Reduced Weight Limits/Specified Township Roads ensued.

CLOSE ROAD DISTRICT PUBLIC HEARING AND OPEN REGULAR BOARD MEETING

Motion by Trustee White and a second by Trustee Dohrn to close the Road District Public Hearing and open the Regular Board Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF ORDINANCE # 2025-01

Motion by Trustee Kovatch and a second by Trustee Dohrn to approve Ordinance #2025-01. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS - None

NEW BUSINESS

The Township submitted a Watershed Management Board (WMB) Grant application to Lake County Stormwater Management Commission. The Watershed Management Board Annual Meeting will be held on December 10, 2025 and the Board will determine the WMB funding recommendations. The approval for the FY2026 WMB Project Funding will occur at the Lake County Stormwater Management Commission meeting on January 8, 2026.

Libertyville Township has started the Levy and Budget process. Draft levies and budgets for the Town and Road District were given to the Board. The levies will be approved at the December 16th meeting. Discussion ensued. The Board was reminded that the Road District is required by law to levy to the maximum amount allowed to be eligible for federal funding.

Page 4 Minutes 10.21.2025

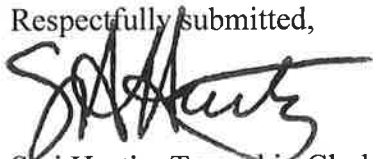
A prescribed Burn Schedule for Fall 2025 and Spring 2026 was given to the Board. The Township is working with Mutual Aid Box Alarm System (MABAS) to identify opportunities for the Wildland Fire Team to participate as volunteers.

The office will be closed on Tuesday, November 11 for Veteran's Day.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee Dohrn. All in favor, aye. Motion carried. **Time: 7:40p.m.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sari Hurtig', written over a horizontal line.

Sari Hurtig, Township Clerk