

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 10, 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. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – November 19, 2024

A motion by Trustee August and a second by Trustee White to approve the Board meeting minutes of November 19, 2024. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the in-between expenditures for the Town and Road funds from November 20th – December 9th as well as the General Assistance expenditures bills for the month of November. 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 \$7,796.68. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, 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 \$46,603.17. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

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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 \$89.24. 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.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal reported there was one snow event and an update on the Oak Spring Road Bridge Project.

Trustees' Report – None

Supervisor's Report

In November, the pantry provided food to 493 households, which consisted of 1,328 individuals. Food and monetary donations were received from Christ Lutheran Church, Libertyville Sunrise Rotary, DeMoon Family Fund, Terre Fair Neighborhood Food Drive, Libertyville Civic Center, USA Fire Protection Inc., International Services Inc., North Shore Care Supply, Starbucks, Greater Libertyville Soccer Association, Club Pilates, Baird & Warner – Dan Timm, Ansel Brainerd Cook Chapter NASDAR, Highland Middle School, Copeland Manor School, Libertyville High School, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

Holiday dinners will be distributed on Tuesday, December 17th. The distribution of gifts from the Christmas Gifts Program has started and will continue the week of December 16th. The Gift Room was open on Tuesday, December 10th and on Tuesday, December 17th.

In November, the Township sent out fourteen applications and received one completed application for assistance. As of December 1st, the Township has provided twenty-nine households with Emergency Assistance for a total allocation of \$22,249.51 and twenty-nine households with Community Emergency Assistance with a total allocation of \$21,320.63. Twenty households received both Emergency Assistance and Community Emergency Assistance. The combined total for all financial assistance provided as of December 1st is \$43,570.14. The Township has one individual receiving General Assistance. One individual attended the Budget Counseling Class. Sixteen applications for energy assistance were taken and submitted as well as one application to Mother's Trust.

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The next Open Space Volunteer Workday is scheduled for Saturday, December 14th at Oak Openings from 9-noon.

APPROVAL OF LIBERTYVILLE TOWNSHIP OFFICES TO BE CLOSED ON THURSDAY, DECEMBER 26, 2024 – DISCUSSION & VOTE

The Assessor's Office will be closed on Thursday, December 26th. Supervisor O'Connor requested permission to close the Supervisor's Office as well.

A motion by Trustee Kovatch and a second by Trustee Dohrn to approve closing the Supervisor's Office on December 26, 2024. 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.

OLD BUSINESS

Supervisor O'Connor provided an update on the Donnelley Prairies and Oaks Wetland Mitigation Bank credit sales.

NEW BUSINESS

No report.

ADJOURNMENT

A motion by Trustee White and a second by Trustee Kovatch to adjourn the meeting, all in favor, aye. Motion carried. TIME: **7:10 P.M.**

Respectfully submitted,



Anne Hansen, Clerk