
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, May 12, 2026**

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 were present except Trustee Dohrn and Trustee August. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – APRIL 14, 2026

A motion by Trustee Kovatch and a second by Trustee White to approve the Board meeting minutes of April 14, 2026. 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. 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 \$53,549.96. There was no discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$12,793.28. There was no discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee White and a second by Trustee Kovatch to approve the expenditures from the Open Space Fund in the amount of \$18,057.96. There was no discussion. On roll call vote: Trustee White, 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 that the Oak Spring Road Resurfacing Project with the Village of Libertyville is ahead of schedule. Commissioner Neal noted that it is probable that project will be completed prior Memorial Day.

The Countryside Manor Resurfacing Project will commence after Memorial Day and entails the resurfacing of approximately $\frac{3}{4}$ of the subdivision; the project will take approximately 6-8 weeks.

The Des Plaines River Canoe & Kayak Race will be held Sunday, May 17th and begin in Libertyville.

Highway Commissioner Neal reported that he just received a 104-page feasibility report regarding the Casey & Almond Road (possible) roundabout. He explained that he and the Township engineers will be reviewing the report in the upcoming weeks.

Trustees' Report – None

Supervisor's Report

In April, the pantry provided 441 households, which consisted of 1,053 individuals. Food and/or monetary donations were received from: Sedgebrook, Culvers – Libertyville, Improv Playhouse Theater, Dunn Museum, Libertyville Sunrise Rotary, Dairy Dream, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

There were 10 requests for financial assistance. As of April 30th, eight (8) households received Emergency Assistance with a total allocation of \$7,390.00 and sixteen (16) households received \$14,936.44 in Community Emergency Assistance. Six households have received both. As of April 30th, the Township has provided a combined total of \$22,326.44 in financial assistance. Currently one resident is receiving General Assistance.

Three individuals attended the April Budget Counseling Class. Five applications for energy assistance were taken and submitted. One resident received \$1,000 in assistance from Mothers Trust. To date, Mothers Trust has provided \$1,387.79 in financial support.

The next Open Space Volunteer Workday will be held Saturday, June 13th from 9am – noon at our Rt. 45 property where staff and volunteers will be planting plugs as part of our Watershed Management Board Grant.

APPROVAL TO AWARD THE CASEY TRAIL ASPHALT RESURFACING PROJECT TO SCHROEDER ASPHALT SERVICES, INC. IN THE AMOUNT OF \$618,888.40 DISCUSSION & VOTE

A motion by Trustee White and a second by Trustee Kovatch to award the Casey Trail Asphalt Resurfacing Project to Schroeder Asphalt Services, Inc. in the amount of \$618,888.40. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE REGULAR BOARD MEETING OPEN ROAD DISTRICT BUDGET HEARING

A motion by Trustee Kovatch, seconded by Trustee White to close the regular Board meeting and open the Road District Budget Hearing. All in favor, aye. Motion carried.

ROAD DISTRICT BUDGET HEARING - VOTE

- a. Road District Budget/Citizens' Comments – None
- b. Approval of Road District Budget – Discussion & Vote

A motion by Trustee Kovatch, and a second by Trustee White to approve the Road District Budget Ordinance No. 2026-05. There was no further discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE ROAD DISTRICT BUDGET HEARING AND OPEN TOWNSHIP BUDGET HEARING – VOTE

A motion by Trustee Kovatch, seconded by Trustee White to close the Road District Budget Hearing and open the Township Budget Hearing. All in favor, aye. Motion carried.

- a. Township Budget/Citizen's Comments - None
- b. Close Township Budget Hearing and Open the regular Board Meeting – Vote
A motion by Trustee Kovatch, seconded by Trustee White to close the Road District Budget Hearing and open the Township Budget Hearing. All in favor, aye. Motion carried.

APPROVAL OF TOWNSHIP BUDGET & APPROPRIATION ORDINANCE 2026-06 DISCUSSION & VOTE

A motion by Trustee White, seconded by Trustee Kovatch to approve the Township Budget & Appropriation Ordinance No. 2026-06. There was no further discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Supervisor O'Connor reported that the May 26th Board meeting will include:

- The re-appointment of Craig Dowden as a Member of the Board of Trustees of the Libertyville Township Fire Protection District.

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- Township Attorney Ben Gehrt will provide updates regarding the Libertyville Township Employee Handbook.
- The Township offices will be closed on Monday, May 25th for Memorial Day. The Supervisor's Office will close at 3:30 on Friday, May 22nd.

ADJOURNMENT

A motion to adjourn by Trustee Kovatch and a second by Trustee White. All in favor, aye. Motion carried. **Time: 7:18p.m.**

Respectfully submitted,


Sari Hurtig, Township Clerk