

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 13, 2025.

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 expect Trustee Cathleen Dohrn. Administrative Assistant Kris Lennon, Assessor Chris Feeney, and Highway Commissioner Marty Neal were also present.

APPROVAL OF THE MINUTES – April 8, 2025

Motion by Trustee Kovatch and a second by Trustee August to approve the Board Meeting minutes of the April 8, 2025. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road District paid in-between expenditures from April 9 – May 12, 2025, and General Assistance bills for April. There were no questions.

TOWN FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$74,774.32. 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 Kovatch and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$44,764.23. 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

Motion by Trustee August, and a second by Trustee White to approve the expenditures from the

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Open Space Fund in the amount of \$7,412.34. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Assessor Feeney thanked Clerk Hansen for her service. She reported the property tax bills went out; the Assessor's Office has been busy answering questions.

Clerk' Report

Clerk Hansen stated it has been a privilege and honor to have served the Township. She introduced Sari Hurtig as the newly elected Township Clerk.

Highway Commissioner's Report

Highway Commissioner Neal provided an update on the Oak Spring Road Bridge Replacement Project and the summer resurfacing projects.

Trustees' Report – None

Supervisor's Report-

In April, the pantry provided food to 528 households, which consisted of 1,397 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, VFW Post 8741, Oak Grove Cub Scout Pack 194, Packaging Corporation of America, Country Financial, Dunn Museum, Macy's, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

In April, the Township received 9 requests for financial assistance. As of April 30th, eight households received Emergency Assistance with a total allocation of \$7,550 and twelve households received \$13,664.28 in Community Emergency Assistance. Seven households have received both. As of April 30th, the Township has provided a combined total of \$21,214.38 in financial assistance. One resident is receiving General Assistance. Four individuals attended the Budget Counseling Class. Three applications for energy assistance were taken and submitted.

There were four volunteers at the April 12 Open Space Volunteer Workday at Oak Openings where they removed invasive trees and thinned out the canopy to increase sunlight conditions along the south side of the creek corridor. The May 10th volunteer workday was canceled.

On May 4th, Supervisor O'Connor attended Jack Webb's Eagle Scout Court of Honor Ceremony. Jack will be recognized at an upcoming Township Board meeting.

On May 14th, Supervisor O'Connor will provide public comment to the Illinois Senate Executive

Committee on HB1367. If approved, the legislation would require a Board to go to referendum before selling Open Space property.

RESOLUTION 2025-05 APPROVAL OF APPOINTMENT OF JIM MORAN TO THE BOARD OF TRUSTEES OF THE LIBERTYVILLE FIRE PROTECTION BOARD- DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee August to waive the reading and approve Resolution 2025-05 appointment of Jim Moran to the Board of Trustees of the Libertyville Fire Protection District Board. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried. Mr. Moran thanked the Township for their support and continued cooperation with the Libertyville Fire Protection District. The Board thanked Jim Moran for his dedicated service. The oath was administered by Clerk Hansen.

BOARD BUDGET DISCUSSION

a. Road District Budget

b. Township Budget

The notice in the paper stated the Budget Hearing for the Town and Road District would be held at the May 13th meeting. The April 8th Agenda listed May 27th for the Budget Hearings. Because of the conflicting information, Supervisor O'Connor recommended continuing both Budget Hearings and calling the votes to approve both budgets at the May 27th meeting. The Board expressed agreement.

CLOSE REGULAR BOARD MEETING – VOTE

A motion by Trustee White and a second by Trustee Kovatch to close the regular Board meeting and open the Road District Budget Hearing. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

Highway Commissioner Neal reviewed projects for 2025-26 and 2027. Trustee Kovatch asked if there were plans for the Rockland Road Bridge. Highway Commissioner Neal said the bid for the Rockland Road Bridge Replacement Project will go out in 2026 with construction projected to begin in 2027.

a. Road District Budget/Citizens' Comments – None

b. Approval of Road District Budget & Appropriation Ordinance 2025-26 – Discussion & Vote

A motion by Trustee August and a second by Trustee White to continue the public hearing and vote to approve the budget at the May 27, 2025 meeting. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

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

A motion by Trustee Kovatch and a second by Trustee White to close the Road District Budget Hearing and open the Town Budget Hearing. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor. Motion carried.

a. Township Budget/Citizens' Comments would like to open the floor to citizens' comments on the Town Budget

There were no public comments. Supervisor O'Connor noted there maybe an increase in the Professional Services line item as the Township is revisiting potential opportunities on the Rt. 45 property.

b. Close Township Budget Hearing & Open Regular Board Meeting - Vote

A motion by Trustee Kovatch and a second by Trustee August to close the Budget Hearing discussion and open the Regular Board meeting. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF TOWNSHIP BUDGET & APPROPRIATION ORDINANCE 2025-07 DISCUSSION & VOTE

By consensus, the Board decided to continue the Budget Hearing and vote to approve the Town Budget at the May 27th Board Meeting.

PROCLAMATION RECOGNIZING ANNE HANSEN FOR HER YEARS OF SERVICE TO LIBERTYVILLE TOWNSHIP

Supervisor O'Connor read the Proclamation recognizing Anne Hansen for her 20 years of service to Libertyville Township. See the attached Proclamation.

OLD BUSINESS - None

NEW BUSINESS - None

ADJOURNMENT

A motion by Trustee Kovatch and a second by Trustee August to adjourn the meeting, all in favor, aye. Motion carried. TIME: 7:40 P.M.

Upon adjournment, the Clerk swore in the newly elected Officials.

Respectfully submitted,



Sari Hurtig, Clerk