

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 26, 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 7:01 p.m. Pledge to the flag, roll call and all Board members were present except Trustee August and Clerk Hurtig. Highway Commissioner Marty Neal and Assessor Christine Feeney were also present. Trustee Dohrn took the meeting minutes on behalf of Clerk Hurtig.

APPROVAL OF REGULAR BOARD MEETING MINUTES – MAY 12, 2026

Motion by Trustee White and a second by Trustee Kovatch. 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 \$13,968.64. 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 Kovatch to approve the expenditures from the Road and Bridge Fund in the amount of \$20,726.25. 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 White and a second by Trustee Kovatch to approve the expenditures from the Open Space Fund in the amount of \$436.62. 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 – No report.

Clerk's Report - Absent

Highway Commissioner's Report

Highway Commissioner Neal reported the Oak Spring Road Resurfacing Project will be completed within the next.

Countryside Manor Resurfacing Project is scheduled to begin and will take 6-8 weeks to complete.

Trustees' Report – No report.

Supervisor's Report

The next Open Space Volunteer Workday will be held Saturday, June 13th from 9am – noon at our Rt. 45 property where will be planting plugs as part of the Township's Lake County Watershed Management Board grant.

RESOLUTION 2026-R-07 APPROVAL OF APPOINTMENT OF CRAIG DOWDEN TO THE BOARD OF TRUSTEES OF THE LIBERTYVILLE FIRE PROTECTION BOARD – DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee White to waive the reading and approve Resolution 2026-R-07 appointing of Craig Dowden to the Board of Trustees of the Libertyville Fire Protection Board. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

Supervisor O'Connor recommended to Mr. Dowden that he follow up with the Clerk for the Administration of Oath.

REVIEW & APPROVAL OF ADOPTION OF THE UPDATED 2026 EMPLOYEE HANDBOOK – BENJAMIN GEHRT, CLARK, BAIRD & SMITH, LLC DISCUSSION & VOTE

Attorney Benjamin Gehrt reviewed the minimal changes and clarifications regarding the Highway Commissioner and Assessor's departments. He recommended the few changes made be adopted by the Highway Commissioner and Assessor's departments as well. Trustee Kovatch provided several comments and suggestions.

A motion by Trustee White and a second by Trustee Kovatch to approve the updated 2026 employee handbook with the suggestions made by Trustee Kovatch. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

PRESENTATION ON LIBERTYVILLE TOWNSHIP OFFICE SITE ADA IMPROVEMENTS – KURT HEZNER, PRESIDENT, THE HEZNER CORP.

DISCUSSION

Kurt Hezner addressed the Board and explained that four subcontractors have shown interest having viewed drawings. A mandatory pre-bid meeting will be held on June 3, 2026, at 9AM. Sealed bids are due no later than 4pm on June 12, 2026. Immediately following the bid closing, the bid opening will be held and read into the record. The bids will be reviewed and qualified. It is anticipated the Board will award the bids at the July 14th Meeting.

APPROVAL OF INTERGOVERNMENTAL AGREEMENT BETWEEN THE LAKE COUNTY STORMWATER MANAGEMENT COMMISSION AND LIBERTYVILLE TOWNSHIP FOR THE RT. 45 PRESERVE HYDROLOGICAL & ECOLOGICAL RESTORATION PROJECT PHASE II

DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee White to approve the Intergovernmental Agreement between the Lake County Stormwater Management Commission & Libertyville Township for the Rt. 45 Preserve Hydrological & Ecological Restoration Project Phase II. 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 next meeting will be held at 7pm on Tuesday, June 9, 2026.

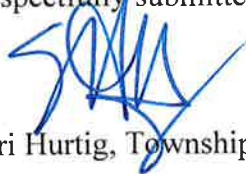
The office will be closed on Friday, June 19, 2026 in recognition of Juneteenth Day.

The Assessor's Office have started their summer hours and will be closing at noon on Fridays from Memorial Day to Labor Day. The Supervisor's Office and Highway Department will remain open during regular business hours.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee Kovatch. All in favor, aye. Motion carried. **Time: 7:25p.m.**

Respectfully submitted,



Sari Hurtig, Township Clerk