

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, July 15, 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 7:02 p.m. Pledge to the flag, roll call and all Board Members were present except Trustee White. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – JUNE 17, 2025

A motion by Trustee Dohrn and a second by Trustee Kovatch to approve the Board meeting minutes of June 17, 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 June General Assistance expenditures. There were no questions.

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$48,993.45. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Dohrn and a second by Trustee Kovatch to approve the expenditures from the Road and Bridge Fund in the amount of \$45,369.55. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the Open Space Fund in the amount of \$4,328.45. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, 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 Oak Spring Bridge Project Ribbon Cutting Ceremony was a success with excellent attendance.

Trustees' Report – None

Supervisor's Report

In June, the pantry provided food to 426 households, which consisted of approximately 1,064 individuals.

In June, the Township received 6 requests for financial assistance. As of June 30th, nine households have received Emergency Assistance with a total allocation of \$8,507.14 and thirteen households received \$14,212.45 in Community Emergency Assistance. Seven households have received both. To date, the Township has provided a combined total of \$22,719.59 in financial assistance. Currently, there is one resident receiving General Assistance. One individual attended the Budget Counseling Class. Two applications for energy assistance were taken and submitted.

Three volunteers participated in the July Liberty Prairie volunteer workday. The next Open Space Volunteer Workday will be held on Saturday, August 9th from 9am – noon at Oak Openings.

The Township held a CPR/AED training led by the Libertyville Fire Department. Fifteen staff members including our Open Space Volunteer Workday Coordinator received their certification.

RECOGNITION FOR JOHN "JACK" RHODES WEBB IV EAGLE SCOUT PROJECT

Supervisor O'Connor presented a Proclamation of Recognition for Eagle Scout John "Jack" Rhodes Webb IV. Jack created observation areas at Oak Openings Nature Preserve and the Liberty Prairie Nature Preserve, constructed and installed split rail fencing and Leopold benches and designed and installed educational signage. Supervisor O'Connor said Jack was a pleasure to work with and thanked him for his contribution to the Township. Discussion ensued.

APPROVAL OF AMENDMENT TO THE APRIL 8, 2025 FARMING AND LICENSING AGREEMENT WITH HARADEN FARMS & STABLES INC. (RT. 21 EASTERN EGIDI PARCEL) - DISCUSSION & VOTE

A motion by Trustee August and a second by Trustee Kovatch to approve the amendment to the April 8, 2025 Farming and Licensing Agreement. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF PROPOSAL WITH DK ENVIRONMENTAL SERVICES, INC.
RE: WETLAND ENVIRONMENTAL SERVICES FOR THE PROPERTY AT:
31055 N US HIGHWAY 45 – DISCUSSION & VOTE**

A motion by Trustee Kovatch and a second by Trustee August to approve the proposal with DK Environmental Service Inc. re: Wetland Environmental Services for the property at 31055 N US Highway 45 as per budget discussions. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF PROPOSAL FROM PEARSON BROWN & ASSOCIATES, INC.
RE: TOPOGRAPHIC SURVEY & CONCEPTUAL ENGINEERING FOR RT. 45
DISCUSSION & VOTE**

A motion by Trustee Dohrn and a second by Trustee August to approve the proposal from Pearson Brown & Associates, Inc. re: topographic survey and conceptual engineering. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

**CLOSE OPEN SESSION AND OPEN EXECUTIVE SESSION PURSUANT TO
SILCS 120/2(c)(21) (SEMI ANNUAL REVIEW OF EXECUTIVE SESSION
MINUTES)**

Motion by Trustee Dohrn and a second by Trustee August. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

RECONVENE OPEN SESSION

Motion by Trustee Dohrn and a second by Trustee August. On roll call vote: Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO RELEASE OCTOBER 28, 2021 AND NOVEMBER 15, 2012
EXECUTIVE SESSION MINUTES – DISCUSSION & VOTE**

A motion not to release October 28, 2021, and November 15, 2012 Executive Session Minutes. Motion by Trustee Dohrn and a second by Trustee Kovatch. On roll call vote:

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Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried

ADJOURNMENT

A motion to adjourn by Trustee Kovatch and a second by Trustee August. All in favor, aye. Motion carried. **Time: 7:23p.m.**

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sari Hurtig', is written over the text 'Respectfully submitted,'.

Sari Hurtig, Township Clerk