

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 16, 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 except Trustee Dohrn and Trustee Kovatch. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – JUNE 18, 2024

A motion by Trustee White and a second by Trustee August to approve the Board meeting minutes of June 18, 2024, with the correction regarding the Open Space Fund amount. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the bills paid in between meetings for the Town and Road as well as the General Assistance expenditures for the month of June. 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 \$49,218.44. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Road and Bridge Fund in the amount of \$42,550.90. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Open Space Fund in the amount of \$8,640.17. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

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CITIZENS' COMMENTS - None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal updated the Board about the Oak Spring Road Bridge Reconstruction Project timeline. Information regarding the project has been posted on the Township's website.

Trustees' Report

Trustee August asked the Highway Commissioner if there were any flooding issues with all the recent rain. Highway Commissioner Neal said there were no flooding issues given the several drainage improvements the Road District has completed within the Township.

Supervisor's Report

In June, the pantry provided food to 432 households, which consisted of 1,091 individuals. Food and/or monetary donations were received from pantry from: IPTI Group—Café of Dolly Best, Encompass Health, Bicycle Club of Lake County, Libertyville Sunrise Rotary, 1st Presbyterian Church of Libertyville, and several private individuals. The Township continues to receive weekly donations from Jewel, Mariano's and Target.

In June, the Township received three completed applications for assistance. As of June 30th, the Township has provided fifteen households with Emergency Assistance for a total allocation of \$12,156.17 and seventeen households with Community Emergency Assistance with a total allocation of \$11,863.52. Thirteen households received both Emergency Assistance and Community Emergency Assistance with a combined total for all financial assistance provided of \$24,019.69.

The July 13th volunteer workday was held at Donnelley Prairies and Oaks which involved applying herbicide to weeds. The next workday is scheduled for Saturday, August 10th at Oak Openings.

FY 2023 – 24 AUDIT REVIEW – JOSEPH TROYER, CPA, GW & ASSOCIATES DISCUSSION & VOTE

Supervisor O'Connor introduced Joseph Troyer from GW & Associates to present the 2023-24 Audit. Mr. Troyer reported a "clean opinion". Discussion ensued. Mr. Troyer thanked the office staff for their assistance in conducting the audit.

A motion by Trustee August, and a second by Trustee White to accept the FY 2023-24 Audit.

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On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

2025 – 2029 COMPENSATION FOR ELECTED OFFICIALS – DISCUSSION

Supervisor O'Connor stated the salaries for the next term need to be decided prior to November 12, 2024. The Board was provided information on the salaries for the elected officials for the past 20 years. Given changes in the role of the Clerk, there were recommendations on lowering the Clerk's salary. Discussion ensued.

OLD BUSINESS

Supervisor O'Connor reviewed the upcoming Social Service Grant timeline and updated the Board on the schedule for the upcoming Social Service Grant allocations.

NEW BUSINESS – None

EXECUTIVE SESSION PURSUANT 5 ILCS 120/2 (c) (21) (SEMI ANNUAL REVIEW OF EXECUTIVE SESSION MINUTES)

Supervisor O'Connor recommended the Executive Session Minutes not be released. The Board agreed and Executive Session was deemed not necessary to go into Executive Session for discussion.

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

A motion by Trustee White and seconded by Trustee August to not release the October 28, 2021, and November 15, 2012, Executive Session Minutes. There was no additional discussion. All in favor, aye. Motion carried.

ADJOURNMENT

A motion by Trustee White and a second by Trustee August to adjourn the meeting, all in favor, aye. Motion carried. TIME: 7:25 P.M.

Respectfully submitted,


Anne Hansen, Clerk