

**MINUTES – BOARD OF TOWN TRUSTEES**

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**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, August 15, 2023.**

**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. Highway Commissioner Marty Neal and Assessor Chris Feeny were also present.

**APPROVAL OF REGULAR BOARD MEETING MINUTES – July 18, 2023**

A motion by Trustee White and a second by Trustee Kovatch to approve the Board meeting minutes of July 18, 2023. 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, and the General Assistance Bills for July. There were no questions for discussion.

**TOWN FUND**

Motion by Trustee Kovatch and a second by Trustee Dohrn to approve the expenditures from the Town Fund in the amount of \$23,205.14. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee White and a second by Trustee Dohrn to approve the expenditures from the Road and Bridge Fund in the amount of \$31,240.62. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee Dohrn and a second by Trustee Kovatch, to approve the expenditures from the Open Space Fund in the amount of \$1,806.01. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

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**CITIZENS' COMMENTS** – None

**TOWNSHIP REPORTS:**

**Assessor's Report**

Assessor Feeney said the assessment notices will go out the week of August 14th.

**Clerk's Report**

Clerk Hansen stated the Records for Disposal have been approved by the State and will be disposed of any time after September 3, 2023.

**Highway Commissioner's Report**

Highway Commissioner Neal reported the Brookhill Resurfacing Project is complete and the new plow truck is ready for use.

**Trustees' Report** – None

**Supervisor's Report**

In July, the pantry provided food to 340 households, which consisted of 756 individuals. Food/monetary donations were received from: First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Dairy Dream, Berry Global, Illinois Crochet Guild, and several private individuals. We continue to receive weekly donations from Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills. Libertyville Sunrise Rotary provided the food pantry a grant of \$3,500.

As of July 1st, the Township has sent out seventy-seven applications for assistance. Twenty-four households have been approved for Emergency Assistance with a total allocation of \$20,750. Thirty-one households have been approved for Community Emergency Assistance with a total allocation of \$24,164.33. Of those households receiving assistance, twenty-two households have received both Emergency Assistance and Community Emergency Assistance. The combined total of financial assistance provided is \$44,914.77.

Five individuals attended the Budget Counseling Workshop.

On the August 12<sup>th</sup> open space volunteer workday, six volunteers canvassed 2 acres to collect 1.5 lbs. of native seed that will be spread on other sites. The next workday is scheduled for Saturday, September 9<sup>th</sup> at Liberty Prairie.

**LIBERTYVILLE FIRE PROTECTION DISTRICT PRESENTATION  
FIRE CHIEF MICHAEL J. PAKOSTA AND LEE HAAK, PRESIDENT**

Supervisor O'Connor introduced Libertyville Fire Chief Michael J. Pakosta and Lee Haak, President of the Libertyville Fire Protection District to the Board. Chief Pakosta provided a brief presentation which included history on the partnership between the Fire Protection District and the Village of Libertyville as well as current practices relative to day-to-day operations of the Fire Protection District. Discussion ensued.

**CLOSE REGULAR BOARD MEETING**

A motion by Trustee Dohrn and a second by Trustee Kovatch to close the regular Board Meeting and Open the Libertyville Township Decennial Committee Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**CLOSE DECENNIAL TOWNSHIP COMMITTEE MEETING & OPEN ROAD DISTRICT DECENNIAL COMMITTEE MEETING – DISCUSSION & VOTE**

A motion by Trustee Kovatch and a second by Trustee White to close the Decennial Township Meeting and Open the Road District Decennial Committee Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye, Highway Commissioner Neal, Resident Representative Chris Feeney, Resident Representative Laura Rezell, aye. Motion carried.

**CLOSE ROAD DISTRICT DECENNIAL COMMITTEE MEETING & OPEN REGULAR BOARD MEETING – VOTE**

A motion by Trustee Kovatch and a second by Trustee White to close the Road District Decennial Meeting & Open the Regular Board Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye, Highway Commissioner Neal, Resident Representative Chris Feeney, aye, Resident Representative Laura Rezell, aye. Motion carried.

**OLD BUSINESS**

The on-line registration is open for the Neighbor-to-Neighbor 5k on October 15<sup>th</sup> at Independence Grove.

The County accepted the Township's bid for the one PIN that was inadvertently excluded in the Casey Parcel purchase. To meet the payment deadline, the Township will provide a cashier's check in the amount of \$1,600 to the County and will be reimbursed by the Title Company.

The Township has received a total of 20 completed Social Service grant applications. The Board's preliminary discussion will be held September 12<sup>th</sup> and the final vote on September 26<sup>th</sup>.

There has been interest in the purchase of the Township wetland mitigation credits. Supervisor O'Connor reported there was significant interest in the initial release of wetland mitigation credits. An update on the status of credits sold will be provided at a future meeting.

**NEW BUSINESS**

Supervisor O'Connor reported there are erosion issues on sections of our Oak Openings and Liberty Prairie trails. Those sections of the trails were walked with a staff member from the Lake County Forest Preserve District, and it was recommended asphaltting those areas. At the

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September 12<sup>th</sup> meeting, a proposal for engineering services to asphalt sections of the trails will be presented to the Board for approval.

Highway Commissioner Neal thanked Supervisor O'Connor for all the diligent work done to complete the Decennial reports.

**EXECUTIVE SESSION PURSUANT 5 ILCS 120/2 (c) (21) (Semi Annual review of Executive Session Minutes)**

Supervisor O'Connor recommended the November 15, 2012 Minutes and subsequent follow up review October 28, 2021 Executive Session Minutes not be released, and the Board agreed.

**ADJOURNMENT**

A motion by Trustee Kovatch and a second by Trustee White to adjourn the Regular Board Meeting, all in favor, aye. Motion carried.

Time: 7:50

Respectfully submitted,



Anne Hansen, Township Clerk