

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, September 10, 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 asked for a moment of silence for the victims of the 9/11 terrorist attack.

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, Assessor Christine Feeny, Caseworker Liz Heffernan, and Administrative Assistant Kris Lennon were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – SEPTEMBER 10, 2024

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of September 10, 2024. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road District in-between expenditures and the General Assistance bills for the month of August. There were no questions.

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee Kovatch to approve the expenditures from the Town Fund in the amount of \$14,642.29. 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 August and a second by Trustee Dohrn to approve the expenditures from the Road and Bridge Fund in the amount of \$354,828.02 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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OPEN SPACE FUND

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the Open Space Fund in the amount of \$3,405.36. There was not discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report

The 2024 Assessments notices go out the week of Monday, September 9, 2024. There is a 30-day window for taxpayers to file an appeal on their assessment. Libertyville Township residents are encouraged to call or visit the office with questions or concerns.

Clerk's Report

Candidate packets for the April 1, 2025 Consolidated Election are available at the Township and the County. Candidate filing will occur at the Township from November 12- 18, 2024.

Highway Commissioner's Report

Highway Commissioner Neal updated the Board about the Oak Spring Road Bridge project. Information on the project is also posted on the Township's website.

Trustees' Report – None

Supervisor's Report

In August, the pantry provided food to 419 households, which consisted of 1,046 individuals. Food and/or monetary donations were received from: Nana's Rum Cakes, Libertyville Sunrise Rotary, 1st Presbyterian Church of Libertyville, Ivanhoe Congregational Church, Libertyville Vinyl Sale, USG Corporate Innovation Center, and several private individuals. The Township continues to receive weekly donations from Jewel, Mariano's, and Target.

In August, the Township sent out seventeen applications and received seven completed applications for assistance. As of August 31st, the Township has provided twenty-three households with Emergency Assistance for a total allocation of \$17,859.62 and twenty-three households with Community Emergency Assistance with a total allocation of \$16,681.20. Eighteen households received both Emergency Assistance and Community Emergency Assistance. The combined total for all financial assistance provided as of August 31st is \$34,540.82. We have one individual receiving General Assistance. One hundred five children from forty-six households received school supplies and literacy kits. One family received funding from Mother's Trust. To date, Mother's Trust has provided \$2,765.00 financial assistance to four families. Four individuals attended the Budget Counseling Class. The Board

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was also provided 3-year comparison of food pantry usage and financial assistance provided by the Township.

The next open space volunteer workday is scheduled for Saturday, September 14th at Liberty Prairie from 9-noon.

On Wednesday, September 4th, Supervisor O'Connor attended Stevenson High School's Service Fair and shared information on our volunteer opportunities.

2024-25 SOCIAL SERVICE GRANT ALLOCATIONS (PRELIMINARY) DISCUSSION

The Township has received twenty applications requesting a total of \$199,605. There are \$100,000 grant funds available with an individual award cap of \$20,000. The Board was provided a copy of all grant applications. Supervisor O'Connor reviewed the discussion and allocation process. Agencies in attendance were offered the opportunity to provide comment. Trustees were encouraged to recuse themselves in the event of a conflict of interest. The average will be calculated based on the number of board members present and their allocation. The final vote for the allocation will occur at the September 24th meeting. Trustees were reminded that they must be present for their allocations to be included in the final vote.

RESOLUTION 2024-07 ESTABLISH 2025-2029 SALARIES & COMPENSATION FOR ELECTED TOWNSHIP OFFICIALS DISCUSSION & VOTE

Based on the previous month's discussion, the Board was provided updated options. Discussion ensued. The agenda item will be carried over to the next meeting.

2025 CALENDAR – DISCUSSION & VOTE

The Board was given two options for the 2025 Board of Trustees meeting calendar as well as the 2025 Holiday schedule. Discussion ensued. The agenda item will be carried over to the September 24, 2024 meeting.

OLD BUSINESS

The US Army Corps of Engineers will be visiting the wetland mitigation bank on September 23rd.

NEW BUSINESS – None

ADJOURNMENT

A motion by Trustee Dohrn and a second by Trustee White to adjourn the meeting, all in favor, aye. Motion carried. TIME: **8:15 P.M.**

Respectfully submitted,


Anne Hansen, Clerk