

**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 on Tuesday, March 19, 2024.**

**Kathleen M. O'Connor-----SUPERVISOR  
Anne Hansen----- CLERK  
Carol A. August----- TRUSTEE  
Matthew A. Kovatch----- TRUSTEE  
Cathleen Dohrn----- 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 Neal was also present.

**APPROVAL OF MINUTES – February 20, 2024**

A motion by Trustee White and a second by Trustee Dohrn to approve the February 20, 2024, Board meeting minutes. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

The Board reviewed the bills from the General Assistance Fund and the in-between expenditures for the Town and Road Funds for February. There were no questions from the Board.

**TOWN FUND**

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$20,687.42. 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 Kovatch and a second by Trustee August to approve the expenditures from the Road and Bridge Fund in the amount of \$5,131.83. 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 August to approve the expenditures from the Open Space Fund in the amount of \$463.11. On roll call vote: Trustee White, aye,

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

**Citizens' Comments** – None

**TOWNSHIP REPORTS:**

**Assessor's Report** – Absent

**Clerk's Report**

Clerk Hansen said the voter turnout for the primary appeared to be low.

**Highway Commissioner's Report**

Highway Commissioner Neal said the Oak Spring Bridge bid came in higher than expected. Additional funds from the Illinois Department of Transportation and Lake County's Township Bridge were secured to cover the balance.

**Trustees**

Trustee Dohrn said she visited the Dunn Museum and said it is a very wonderful asset to our community and thanked the Lake County Forest Preserve District.

**Supervisor's Report**

In February, the pantry provided food to 487 households, which consisted of 1,167 individuals. Food and/or monetary donations were received from: First Presbyterian Church of Libertyville, United Methodist Church of Libertyville, Libertyville Sunrise Rotary, Butterfield School Student Council, Libertyville High School's Girls Basketball, Illinois Bone & Joint Institute, GMLV Chamber of Commerce, Cook Memorial Library and private individuals as well as weekly donations from Jewel, Mariano's, and Target. As of March 1<sup>st</sup>, the updated food pantry application will be used. To be eligible an applicant must provide proof that assistance is received from one of the following programs: SSI, TANF, Unemployment, LIHEAP, Senior Freeze (property tax), Medicaid and/or Subsidized Housing. Discussion ensued.

As of February 29<sup>th</sup>, the Township received twenty-five requests for assistance applications. Of those, sixteen have submitted completed applications. Ten households have been approved for Emergency Assistance with a total allocation of \$8,066.17. Eleven households have been approved for Community Emergency Assistance with a total allocation of \$7,141.52. Twelve households received both. The combined total financial assistance provided is \$15,207.69. In addition, five clients attended the Budget Counseling Workshop, five residents applied for Low Income Energy Assistance (LIHEAP), and one application to Mothers Trust.

The March 9th volunteer workday was canceled due to wet conditions. The next volunteer workday is April 13<sup>th</sup> at Oak Openings.

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**APPROVAL OF THE ANNUAL TOWN MEETING AGENDA**

The Annual Town Meeting will be held on Tuesday, April 9th at 7:00 p.m. A motion by Trustee Dohrn and a second by Trustee White to approve the Annual Town Meeting Agenda scheduled for Tuesday, April 9,2024. There was no discussion. All in favor, aye. Motion carried.

**OLD BUSINESS** - None

**NEW BUSINESS**

The Greater Libertyville Soccer Association (GLSA) has been required by the County to obtain permission from the Township as part of their request for a liquor license. The Township was not contacted prior to the application being submitted. GLSA would like the ability to sell alcohol at the concession stand. Supervisor O'Connor asked for the Board's thoughts on the request. Discussion ensued. The Board did not support the request. Supervisor O'Connor said a letter will be sent notifying GLSA and the County of the Board's decision.

**ADJOURNMENT**

A motion to adjourn by Trustee Dohrn and a second by Trustee Kovatch. All in favor, aye. Motion carried. Time: 7:16 p.m.

Respectfully submitted,



Anne Hansen  
Township Clerk