

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, October 18, 2022.

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 White and Trustee August. Highway Commissioner Marty Neal and Katherine Andrus, Finance, were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – September 27, 2022

A motion by Trustee Dohrn and a second by Trustee Kovatch to approve the Board meeting minutes of September 27, 2022. 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 September. No discussion ensued.

Trustee August joined the Board at 7:04 p.m.

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$27,499.00**. There was no discussion. On roll call vote: 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 Dohrn to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$27,609.74**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Kovatch and a second by Trustee Dohrn to approve the expenditures from the **Open Space Fund** in the amount of **\$357.52**. There was no discussion. On

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roll call vote: 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

Early voting has started. The election sites are posted at the Township and in the newsletter. The election judges' materials will be delivered at the Township on November 2, 2022, and distributed November 3rd and 4th.

Highway Commissioner's Report

Highway Commissioner Neal reported the Oak Spring Drainage Project is underway and should be finished by December 2, 2022.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor attended the Village of Green Oaks' Annual TIF District meeting on Wednesday, October 12th. An update on the projects within the TIF were reviewed. As a result of an adjustment made by the County, the EAV for the TIF went down in 2021. Overall, the Village is very happy with the improvements made to the TIF District.

Supervisor O'Connor also attended an appreciation event hosted by PADS on Sunday, October 16th. The expressed their gratitude for the financial support provided by the Township.

On Monday, October 17th, United Way of Lake County hosted a third-year anniversary event for 211 service.

In September, the pantry provided food to 339 households, which consisted of 731 individuals. Donations were received from First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Dairy Dream of Libertyville, Town and Country Garden Club, AbbVie, and private individuals.

As of October 1st, the Township has received ninety requests to receive applications for assistance. Of those, thirty-three have submitted completed applications. Eighteen households have been approved for Emergency Assistance with a total allocation of \$16,734.24. Twenty-one households have been approved for Community Emergency Assistance with a total allocation of \$18,107.82. The combined total of financial assistance provided is \$34,842.06.

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The Township has processed sixty-one applications for energy assistance (LIHEAP). One application to the Salvation Army Extension Center was submitted. Four residents attended the Budget Counseling Workshop.

The October 10th Volunteer Workday was held at Oak Openings which resulted in the collection of 2lbs of seed and seed broadcasted to five acres. The next workday will be held Saturday, November 12th at Liberty Prairie.

Supervisor O'Connor announced that Damon Cederberg has resigned effective October 14, 2022.

MEETING ROOM POLICY – DISCUSSION & VOTE

There have been issues with some organizations using the Meeting Room. On October 14, 2022, cocaine was found in the bathroom following an October 13, 2022, H.O.A. meeting. The police were contacted. Other issues have included small bottles of alcohol in the bathroom, extremely rude behavior from management companies, etc. The space is made available to non-for-profits and public entities for a nominal fee as a courtesy. The Township would like the right to refuse a request. The Township Attorney has reviewed the addition. Trustee Kovatch offered to provide some format changes to the document. The Board will take a final vote on the meeting room policy at the November meeting.

TOWN & ROAD PRELIMINARY LEVY & BUDGET – DISCUSSION

Katherine Andres, Finance, provided an update on the Road District's financials. There is a concern the Road District may run over budget. If it occurs, a few options were discussed. The funds and expenditures will continue to be closely monitored. In response, the Road District has placed a few projects and purchases on hold. The Road District will be levying to the maximum as it is required to receive federal funds. It was noted that the federal fund reimbursements cannot be counted as firm revenue as it is not known as to when they will be distributed. Trustee Dohrn asked if it was safe to put the Oak Spring Bridge Project on hold. Highway Commissioner Neal said the bridge is considered safe as it continues to pass annual inspections.

Supervisor O'Connor highlighted projects for the Town Levy.

NEW BUSINESS – NONE

OLD BUSINESS – NONE

ADJOURNMENT

A motion to adjourn by Trustee Kovatch and a second by Trustee August. All in favor, aye. Motion carried. **Time: 7:42p.m.**

Respectfully submitted,


Anne Hansen, Township Clerk