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**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, December 13, 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. Highway Commissioner Marty Neal and Kris Lennon, Administrative Assistant, were also present.

**APPROVAL OF REGULAR BOARD MEETING MINUTES – November 15, 2022**

A motion by Trustee August and a second by Trustee Kovatch to approve the Board meeting minutes of November 15, 2022. There was no discussion. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

The Board reviewed the Towns & Road bills paid in between meetings, and the General Assistance Bills for November. There was no additional discussion.

**TOWN FUND**

Motion by Trustee Dohrn and a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$52,242.00**. 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 **\$712,734.48**. 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 White and a second by Trustee Kovatch, to approve the expenditures from the **Open Space Fund** in the amount of **\$2,565.86**. 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.

**CITIZENS' COMMENTS –None**

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report**

Clerk Hansen said Lake County voter turnout for the November 2022 election was 49.77%.

**Highway Commissioner's Report**

Highway Commissioner Neal reported the Stormwater Bypass Project on Oak Spring Road was going very well.

**Trustees' Report**

Trustee Dohrn said she came into the Township office while the Food Pantry was in progress and was honored to see how well it operated.

**Supervisor's Report**

In November, the food pantry provided food to 444 households, which consisted of 957 individuals. The Township received food and/or monetary donations from: First Presbyterian Church of Libertyville, Libertyville Junior Woman's Foundation, Libertyville Sunrise Rotary, Tricoci University, Learning Resources, Girl Scout Troop #47433, Terre Fair Subdivision, Fit4Mom Greater Northwest Chapter, Butterfield School, Rockland Cares, Highland Middle School, Girl Scout Troop #47365, MacLean-Fogg, Schneider for Congress, Club Pilates, and several private individuals. Weekly donations were received from Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills.

Thanksgiving meals were provided by Sunrise Rotary, Grace Lutheran Church, Jewel of Libertyville, Order of the Eastern Star, and Berkshire Hathaway Home Services-Chicago.

As of December 1<sup>st</sup>, the Township has received 112 requests to receive applications for assistance. Forty-six have submitted completed applications. Twenty-six households have been approved for Emergency Assistance with a total allocation of \$21,523.89. Thirty-one households have been approved for Community Emergency Assistance with a total allocation of \$23,392.82. The combined total of financial assistance provided is \$44,916.71.

The Township has processed three applications for energy assistance (LIHEAP). Five individuals attended the Budget Counseling Workshop.

The December 10th Volunteer Workday was held at Oak Openings. There were four volunteers that canvased 2 acres and broadcasted approximately 42 lbs of seed. The annual herbicide class and volunteer appreciation will be held Saturday, January 21<sup>st</sup> at the Township.

**HEALTH INSURANCE UPDATE – DISCUSSION  
RUSSEL WARYE, AREA PRESIDENT BENEFIT PARTNERS GROUP A  
DIVISION OF HUB INTERNATIONAL**

At the last meeting, Supervisor O'Connor mentioned the Township would need to change health insurance carriers. Russel Warye presented a final medical marketing summary of the new health care plan. Trustee Dohrn asked about the deductible increase. Trustee Kovatch asked about the employee contribution. Supervisor O'Connor stated the Township will pick up the difference in the increase of the deductible. Additional discussion ensued.

**RESOLUTION 2022-R-08 2023-24 LIBERTYVILLE TOWNSHIP TAX LEVY  
DISCUSSION & VOTE**

Supervisor O'Connor recommended levying \$2,182,507.95 because of the projects planned and the need to increase the fund balance. It would be an increase of \$120,265.58.

A motion by Trustee Dohrn and a second by Trustee August to waive the reading of the Resolution and approve Resolution 2022-R-8 2023-24 Libertyville Township Tax Levy in the amount of \$2,182,507.95. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**RESOLUTION 2022-R-09 2023-24 ROAD DISTRICT TAX LEVY  
DISCUSSION & VOTE**

The Road District recommended levying the full amount of \$1,965,032.04. This is an increase of \$108,099.41. To be eligible to receive federal funds, the Road District is required to levy the maximum amount allowed.

A motion by Trustee Kovatch, and a second by Trustee White to waive the reading of the Resolution and approve Resolution 2022-R-2023-24 Libertyville Township Road District Levy in the amount of \$1,965,032.46. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO AWARD LICENSE AGREEMENT TO SCOTT & DAWN  
PETERSON (CASEY RD. AGRICULTURAL PARCELS) DISCUSSION & VOTE**

Supervisor O'Connor reported the Township received 1 bid in the amount of \$105 per acre from Scott & Dawn Peterson for the Casey Road Agricultural parcels.

A motion by Trustee Dohrn and a second by Trustee August to approve awarding License Agreement to Scott & Dawn Petersen. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, Supervisor O'Connor, aye. Motion carried.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**EXECUTIVE SESSION**

Unreleased Executive Session Minutes are reviewed every six months by the Board. Supervisor O'Connor said the issues previously discussed in the unreleased Executive Session Minutes remain the same. Supervisor O'Connor recommended the minutes from the October 28, 2021, and November 15, 2021 Executive Sessions not be released. The Board agreed so there was no need to go into Executive Session to discuss the Executive Session Minutes.

**ADJOURNMENT**

A motion to adjourn by Trustee Kovatch and a second by Trustee August. All in favor, aye. Motion carried. **Time: 7:35p.m.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Hansen".

Anne Hansen, Township Clerk