

**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 June 18, 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 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 was also present.

**APPROVAL OF REGULAR BOARD MEETING MINUTES – MAY 28, 2024**

A motion by Trustee White and a second by Trustee August to approve the Board meeting minutes of May 28, 2024. There was no discussion. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

The Board reviewed the bills paid in between meetings and the General Assistance expenditures for the month of May. 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 \$58,215.15. 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 \$16,603.02. 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.

**OPEN SPACE FUND**

Motion by Trustee August and a second by Trustee Dohrn to approve the expenditures from the Open Space Fund in the amount of \$2,217.22. On roll call vote: Trustee White, aye, Trustee

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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** – None

**Highway Commissioner's Report**

Highway Commissioner Neal provided an update on the upcoming road projects. Oak Spring Road will be closed from July 8, 2024, until Spring 2025 for the Oak Spring Road Bridge Replacement Project. Notices have been sent out to residents and the local paper.

The Bull Creek Road Resurfacing Project will begin soon.

**Trustees' Report** – None

**Supervisor's Report**

In May, the pantry provided food to 392 households, which consisted of 1,005 individuals. Food and/or monetary donations were received from: National Association of Letter Carriers, Encompass Health, Illinois Internal Medicine Inc., Macy's – Vernon Hills, Gardeners of Central Lake County, Libertyville Sunrise Rotary, VFW Post 8741, private individuals and the weekly donations from Jewel, Mariano's, and Target.

In May, the Township approved one application for Emergency Assistance and one application for Community Assistance. As of May 31<sup>st</sup>, the Township has provided fourteen households with Emergency Assistance for a total allocation of \$11,366.17 and seventeen households with Community Emergency Assistance with a total allocation of \$11,863.52. Thirteen households received both Emergency Assistance and Community Emergency Assistance. The combined total for all financial assistance provided as of May 31<sup>st</sup> is \$23,229.69. In addition, one client attended the Budget Counseling Workshop, two residents applied for Low Income Energy Assistance (LIHEAP), one application was submitted to the Salvation Army Extension Center, and one application to Mothers Trust Foundation.

The June 8<sup>th</sup> Open Space Volunteer Workday was held at Donnelley Prairies and Oaks Casey Road South. With the support of one volunteer, herbicide was applied to a variety of invasive species.

**APPROVAL OF PROPOSAL FOR ATKINSON ROAD PROPERTY HAZARD TREE REMOVAL – DISCUSSION & VOTE:**

The Township received two proposals to remove hazardous trees at our Atkinson Property. Clean Cut came in at \$3,150.00 and Woody's for \$3,400.00. The Board discussed whether a locally owned company should be given preference in awarding projects.

A motion by Trustee Dohrn and a second by Trustee Kovatch to approve the proposal from Clean Cut for the Atkinson Road Property. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**2025-2029 COMPENSATION FOR ELECTED OFFICIALS – DISCUSSION**

Supervisor O'Connor stated the salaries for elected officials needs to be approved before November and it was recommended the salaries be set before candidates begin to gather signatures. The Board received salaries elected officials have received over the past 20 years in their packets. After some discussion, there was consensus that the Supervisor, Highway Commissioner and Assessor salaries should be equal. The Board has kept salaries flat most years in the last 20 years. Clerk Hansen stated the position of the Clerk's duties have minimized and recommended that position remain flat for the next election cycle. Discussion ensued.

**OLD BUSINESS**

The Township Offices will be closed for Juneteenth Day.

**NEW BUSINESS**

The bid notice for the purchase of a new truck appeared in the Daily Herald and is posted on the website. Sealed bids will be received until 9:00 a.m. on Monday, July 8<sup>th</sup> with a bid opening at 9:15. It is anticipated that the bid will be awarded at the July 16<sup>th</sup> meeting.

**ADJOURNMENT**

A motion by Trustee August and a second by Trustee White to adjourn the meeting, all in favor, aye. Motion carried. TIME: 7:50 P.M.

Respectfully submitted,



Anne Hansen, Clerk