

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, July 18, 2023.

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, Assessor Chris Feeny and Libertyville Township attorney Jim Hartman were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – June 20, 2023

A motion by Trustee Kovatch and a second by Trustee August to approve the Board meeting minutes of June 20, 2023. 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 June. There were no questions for discussion.

TOWN FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$26,475.08. 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 Dohrn to approve the expenditures from the Road and Bridge Fund in the amount of \$15,340.50. 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 Dohrn, to approve the expenditures from the Open Space Fund in the amount of \$14,636.59. 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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CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – No report.

Clerk's Report – No report.

Highway Commissioner's Report

Highway Commissioner Neal reported the Brookhill Resurfacing Project is almost complete and all has gone well.

Trustees' Report – No report.

Supervisor's Report

Supervisor O'Connor introduced Mickey Cardenas, Natural Areas Crew Chief, and Aixa Cabanas, Natural Areas Restoration Technician. It was also announced the full-time Natural Areas Restoration Technician position has been filled.

In June, the food pantry provided to 445 households, which consisted of 982 individuals. Food and/or monetary donations were received from: First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Dairy Dream, and several private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to provide weekly donations to the pantry.

As of June 1st, sixty-three applications for assistance have been requested. Eighteen households have been approved for Emergency Assistance with a total allocation of \$15,750. Twenty-two households have been approved for Community Emergency Assistance with a total allocation of \$19,420.10. Of those households receiving assistance, sixteen households have received both Emergency Assistance and Community Emergency Assistance. The combined total of financial assistance provided is \$35,170.10.

The Township has processed 2 applications for energy assistance (LIHEAP) and one application to Mother's Trust Foundation. Two individuals attended the Budget Counseling Workshop.

The plug planting event held the weekend of June 24th & 25th was very successful. Sincere appreciation was expressed to the staff and volunteers for their hard work.

The July volunteer workday was held on July 8th which resulted in the planting of 5 flats of wetland grasses and sedges (approximately 200 individual plants) at Donnelley Prairies and Oaks. The next volunteer workday is scheduled for Saturday, August 12th at Oak Openings.

LIBERTYVILLE BANK & TRUST PRESENTATION

STEVE MADDEN, CEO, DEANNE SCHMIDT, SENIOR VICE PRESIDENT AND DAVID URBANA, TREASURY MANAGEMENT OFFICE – DISCUSSION

Steve Madden, Deanne Schmidt, and David Urbana provided an overview of the services and briefly described their positions. It was stated the transition between institutions would take approximately 6 – 8 weeks. Trustee Dohrn and August asked about Wintrust's role. CEO Steve Madden said Wintrust gives the Bank the security it needs but affords each branch the ability to make decisions based on their individual local community needs. Trustee White asked about payroll. Employees will not need to change anything regarding payroll.

APPROVAL TO CHANGE FINANCIAL INSTITUTIONS FROM CHASE BANK TO LIBERTYVILLE BANK & TRUST – DISCUSSION & VOTE

A motion by Trustee Dohrn and a second by Trustee August to approve changing financial institutions from Chase Bank to Libertyville Bank & Trust. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL FOR REQUEST FROM VINTAGE OAK TO INSTALL A SAND ARENA ON LICENSE PROPERTY – DISCUSSION & VOTE

Owners of Vintage Oak horse stable approached the Township about the possibility of constructing a sand arena on the licensed property. One of the initial concerns was receiving permission from the neighbors to use the private road as a construction access. Supervisor O'Connor explained to them that the request would not be considered until approval from the neighbors was received. The Board received a copy of the approval notice in their packets. The license agreement does allow the licensee the ability to make improvements to the property without approval from the Board.

A motion by Trustee Kovatch and a second by Trustee August to approve the request from Vintage Oak to install a sand arena. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CLOSE REGULAR BOARD MEETING

A motion by Trustee Dohrn and a second by Trustee White to close the regular Board Meeting and Open the Libertyville Township Decennial Committee Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN LIBERTYVILLE TOWNSHIP DECENNIAL COMMITTEE MEETING DISCUSSION AND VOTE

A motion by Trustee Dohrn and a second by Trustee White to Open the Libertyville Township Decennial Committee Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Resident Representative, Chris Feeney, aye, Resident Representative Laura Rezell, aye. Motion carried.

CLOSE DECENNIAL TOWNSHIP COMMITTEE MEETING & OPEN ROAD DISTRICT DECENNIAL COMMITTEE MEETING – DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee White to close the Decennial Township Meeting and Open the Road District Decennial Committee Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Resident Representative Chris Feeney, Resident Representative Laura Rezell, aye. Motion carried.

CLOSE ROAD DISTRICT DECENNIAL COMMITTEE MEETING & OPEN REGULAR BOARD MEETING – VOTE

A motion by Trustee Dohrn and a second by Trustee August to close the Road District Decennial Meeting & Open the Regular Board Meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye, Resident Representative Chris Feeney, aye, Resident Representative Laura Rezell, aye. Motion carried.

OLD BUSINESS

Supervisor O'Connor gave an update on the Township Rt. 45 property, DCEO grant and the possible revision to the engineering plans. The Township has received 2 letters of support from Illinois State Representatives Laura Faber Dias and Martin McLaughlin.

The Bonds have been issued for the wetland mitigation bank. The price has been set at \$130,000 per acre of credit. Hey & Associates have pulled the documents together for the process and is being reviewed by our attorney.

Regarding the issue of the one PIN that had inadvertently been excluded in the Casey Parcel purchase. The County closed the bidding on July 7th. It is anticipated that the Township will receive notice of the outcome no later than Friday, July 28th.

The Social Service grant applications are available. To date, we have received nine application requests.

NEW BUSINESS – No report.

ADJOURNMENT

A motion by Trustee August and a second by Trustee Dohrn to adjourn the Regular Board Meeting, all in favor, aye. Motion carried.

Time: 7:55p.m.

Respectfully submitted,



Anne Hansen, Township Clerk