

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, March 10, 2026.**

Kathleen M. O’Connor-----SUPERVISOR

Sari A. Hurtig-----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 Kovatch. Highway Commissioner Marty Neal and Assessor Christine Feeney were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – February 10, 2026

A motion by Trustee Dohrn and a second by Trustee August to approve the board meeting minutes of February 10, 2026. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road District bills paid in between meetings and the February General Assistance expenditures. There were no questions

TOWN FUND

Motion by Trustee August and a second by Trustee White to approve the expenditures from the Town Fund with no amount given as there was a discrepancy between the total and cover page. There was no discussion. Agreed to approve bills as listed with a new cover sheet at next meeting. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee August and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$105,039.21. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, 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 \$14.82. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report

Assessor Feeney reported the Lake County Chief Assessment Office is recommending a tentative factor increase of 7% for Libertyville Township.

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal reported there were zero snow call outs in February.

Peter Baker & Son Co. won the paving bid that was jointly presented by Libertyville Township and the Villages of Libertyville, Mundelein and Vernon Hills.

A new tractor was delivered, and the old John Deere has been listed for auction. The Highway Commissioner is assessing the need for a new plow truck. If it is decided to move forward with the replacement, it will be included in the FY 2026 -27 Budget. It was noted there is currently a twelve-to-seventeen-month delay to receive a completely built out truck.

The new weight restriction signage has been installed on Casey Road.

Trustees' Report – None

Supervisor's Report

In February, the pantry provided food to 414 households, which consisted of 983 individuals. Food and/or monetary donations were received from: Credit Union 1, Libertyville High School Student Council, United Methodist Church of Libertyville, Copeland Manor Elementary School, AbbVie, Inc., and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

There were six requests for applications for financial assistance. As of February 28th, seven households have received Emergency Assistance with a total allocation of \$5,490 and seven households received \$5,976.10 in Community Emergency Assistance. Four households have received both. As of February 28th, the Township has provided a combined total of \$11,466.10 in financial assistance. Currently, there are two residents receiving General Assistance.

Twelve applications were taken for LIHEAP (Energy Assistance). One person attended the Budgeting Counseling Class.

Fifteen volunteers participated in the February 14th Volunteer Workday at Liberty Prairie. Most attending were members of the Lake County Audubon Society. The next volunteer workday is scheduled for Saturday, March 14th at Liberty Prairie.

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Libertyville Connect, of which the Township is a member, held their 2nd Annual “Coming Together Event” on Friday, March 6, 2026 at Advocate Condell Medical Center with approximately 40 attendees representing entities from the private and public sector. The topic was “Youth Wellbeing”, which included a panel discussion led by Libertyville High School students.

APPROVAL OF PROPOSAL FROM HEZNER CORPORATION TO PROVIDE ARCHITECTURAL/ENGINEERING DESIGN SERVICES TO DEFINE AND OUTLINE REPLACEMENT OF THE EXISTING NORTH HANDICAP PARKING LOT IN THE AMOUNT OF \$19,600.00

A motion by Trustee Dohrn and a second by Trustee August to approve the proposal from the Hezner Corporation to provide Architectural/Engineering design services to define and outline replacement of the existing North Handicap Parking Lot in the amount of \$19,600. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FROM HEZCORP CONSTRUCTION SERVICES, INC. FOR THE PROFESSIONAL CM AT RISK FOR CONSTRUCTION SERVICES FOR PROPOSED SITE REPAIRS, REPLACEMENT AND ADA ACCESS IMPROVEMENTS FOR THE LIBERTYVILLE TOWNSHIP OFFICE SITE AT 359 MERRILL COURT

A motion by Trustee White and a second by Trustee August to approve the proposal from Hezcorp Construction Services, Inc. for the Professional CM at Risk for Construction Services for proposed site repairs, replacement, and ADA Access Improvements for Libertyville Township Offices at 359 Merrill Court. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FROM WEST SIDE TRACTOR SALES TO PURCHASE 2026 JOHN DEERE 335 P TRACK LOADER WITH SPECS AS DESCRIBED IN THE SOURCEWELL COOPERATIVE CONTRACT 011723-JDC IN THE AMOUNT OF \$162,132.36

A motion by Trustee Dohrn and a second by Trustee August to approve the proposal from West Side Tractor Sales to purchase 2026 John Deere 335 P Track Loader with specs as described in the Sourcewell Cooperative Contract 011723-JDC in the amount of \$162,132.36. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FROM MCCANN INDUSTRIES TO PURCHASE A TOWMASTER T-20D TRAILER IN THE AMOUNT OF \$27,522.20

A motion by Trustee White and a second by Trustee Dohrn to approve the proposal from McGann Industries to purchase Towmaster T-20D in the amount of \$27,522.20. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

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APPROVAL OF ANNUAL TOWN MEETING AGENDA FOR TUESDAY, APRIL 14, 2026 at 7P.M.

A motion by Trustee Dohrn and a second by Trustee August to approve the Tuesday, April 14, 2026 Annual Town Meeting Agenda. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS - None

NEW BUSINESS

Attorney Ben Gehrt from Clark Baird Smith, LLP is in the process of reviewing and updating the employee handbook.

The office will be closed Friday, April 3, 2026.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee August. All in favor, aye. Motion carried. Time: 7:39 p.m.

Respectfully submitted,



Sari Hurtig, Township Clerk