

## 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 16, 2025.**

**Kathleen M. O'Connor-----SUPERVISOR**

**Sari 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 7:03 p.m. Pledge to the flag, roll call and all Board Members present. Highway Commissioner Marty Neal and Assessor Christine Feeney were also present.

### APPROVAL OF REGULAR BOARD MEETING MINUTES – NOVEMBER 18, 2025

A motion by Trustee Kovatch and a second by Trustee White to approve the Board meeting minutes of November 18, 2025. There was no discussion. All in favor, aye. Motion carried.

### APPROVAL OF BILLS

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

### TOWN FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$29,734.86. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

### ROAD AND BRIDGE FUND

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$18,607.28. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

### OPEN SPACE FUND

Motion by Trustee Dohrn and a second by Trustee White to approve the expenditures from the Open Space Fund in the amount of \$8,939.28. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

**CITIZENS' COMMENTS – None**

**TOWNSHIP REPORTS:**

**Assessor's Report**

Assessor Feeney advised that the number of appeals were about the same quantity as last year.

**Clerk's Report - None**

**Highway Commissioner's Report**

Highway Commissioner Neal explained that last year's salt was depleted in two call outs and that the Township received 560 tons of salt this year. He reported that there is a Feasibility Study still occurring with the Lake County Division of Transportation regarding a round-about on Casey Road. Highway Commissioner Neal also announced both the contractor, and the Township won an award for the Oak Street Bridge Reconstruction Project.

**Trustees' Report - None**

**Supervisor's Report**

In November, the pantry provided food to 341 households, which consisted of approximately 913 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, Libertyville Women's Club, Fine Arts Support Team of Libertyville High School, Schneider for Congress, Baxter Credit Union, Gardeners of Central Lake County, Libertyville Civic Center Foundation, Copeland Manor School, Libertyville Lady Cats Basketball, Growing with Grace Pre-School, Club Pilates in Libertyville, Town & Country Garden Club of Libertyville, Baxter Credit Union, Dairy Dream, USA Fire Protection Unit H, HP Tuners, Culligan International, FedEx Gurnee, Libertyville High School Student Council, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

Thanksgiving dinners were donated by Libertyville Sunrise Rotary, Jewel – Libertyville, Order of the Eastern Star #438, Libertyville Masonic Lodge #492, and Berkshire Hathaway Home Services Chicago.

Thanksgiving dinners were distributed on Thursday, November 20<sup>th</sup>. Meals were provided to 103 households.

The Christmas dinners will be distributed on Thursday, December 18<sup>th</sup>.

The holiday gift room was open on Tuesday, December 9<sup>th</sup> and 16<sup>th</sup>. The Township is still in the process of distributing the Adopt-A-Family gifts.

In November, the Township received 10 requests for financial assistance. As of November 30<sup>th</sup>, the Township provided 17 households with Emergency Assistance with a total allocation of \$15,465.63 and 28 households received \$26,125.83 in Community Emergency Assistance.

## **Page 3 Minutes 12.16.2025**

Eleven households received both. As of November 30th, the Township provided a combined total of \$41,591.46 in financial assistance. Currently, there are 2 residents receiving General Assistance.

One individual attended the Budget Counseling Class. Twenty-three applications were taken for LIHEAP (Energy Assistance) and one individual received \$600 in assistance from Mother's Trust.

The December Open Space volunteer workday was canceled due to the weather – extremely cold temperatures. The next workday is the Volunteer Herbicide Training and Appreciation Lunch on Saturday, January 24<sup>th</sup> from 10:30 – noon.

Supervisor O'Connor attended the TIF Meetings for the Village of Vernon Hills on November 20<sup>th</sup> and the Village of Libertyville on December 4th. All the TIFs have been extremely successful. The Village of Libertyville will be closing out their TIF District in FY 2026.

### **APPROVAL OF PROPOSAL FROM AQUATIC ECOSYSTEMS MANAGEMENT FOR THE 2025 WATER QUALITY ASSESSMENT IN THE AMOUNT OF \$2,305.00**

Motion by Trustee Kovatch and a second by Trustee August to approve Proposal from Aquatic Ecosystems Management for the 2025 Water Quality Assessment in the amount of \$2,305.00. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

### **APPROVAL OF PROPOSAL FROM DK ENVIRONMENTAL SERVICES FOR ENVIRONMENTAL SCOPE OF WORK AND FEES – PHASE II (ENV.2).**

Motion by Trustee Dohrn and a second by Trustee White to approve the proposal from DK Environmental Services for Environmental Scope of work and fees – Phase II in the amount of \$23,058.00. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

### **RESOLUTION 2025-08**

#### **2026-2027 LIBERTYVILLE TOWNSHIP TAX LEVY**

Motion by Trustee Dohrn and a second by Trustee August to approve Resolution 2025-08 2026-2027 Libertyville Township Tax Levy. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

### **RESOLUTION 2025-09**

#### **2026-2027 LIBERTYVILLE TOWNSHIP ROAD DISTRICT TAX LEVY**

Motion by Trustee Dohrn and a second by Trustee White to approve Resolution 2025-09 2026-2027 Libertyville Township Road District Tax Levy.

**APPROVAL TO CLOSE OFFICE DECEMBER 26, 2025**

Motion by Trustee Kovatch and a second by Trustee Dohrn to close the office on Friday, December 26, 2025. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, Aye, Supervisor O'Connor, aye. Motion carried.

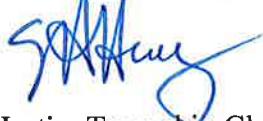
**OLD BUSINESS - None**

**NEW BUSINESS – None**

**ADJOURNMENT**

A motion to adjourn by Trustee Dohrn and a second by Trustee August. All in favor, Aye. Motion carried. **Time: 7:37p.m.**

Respectfully submitted,



Sari Hurtig, Township Clerk