

---

## 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, January 13, 2026.

**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 7:00 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 – DECEMBER 16, 2025

A motion by Trustee August and a second by Trustee White to approve the Board meeting minutes of December 16, 2025. 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 December General Assistance expenditures. 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 \$10,736.50. 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 White and a second by Trustee August to approve the expenditures from the Road and Bridge Fund in the amount of \$5,381.26. 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 August to approve the expenditures from the Open Space Fund in the amount of \$590.20. 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 – Absent**

**Clerk's Report - None**

**Highway Commissioner's Report**

Highway Commissioner Neal reported that the Kubota M7060 tractor ordered by the Road District will be delivered on January 14<sup>th</sup>.

Highway Commissioner Neal reported that he will be attending the American Public Works Association Lake Branch (APWA) 2026 Awards Program on January 20, 2026 at Mickey Finn's Brewery. He explained that Libertyville Township Road District is receiving the Transportation - \$5M to \$25M Award for the Oak Spring Road Bridge Reconstruction Project.

**Trustees' Report – None**

**Supervisor's Report**

In December, the pantry provided food to 301 households, which consisted of approximately 804 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, Libertyville Women's Club, Greater Libertyville Soccer Association, Town & Country Garden Club, Northshore Care Supply, Montessori School of Lake Forest – Ms. Lanni's Classroom, Mainstreet Libertyville, IBJI Cares, Quick Law, Benham Family Fund, Jackson Family Trust, Archway Counseling Group, Packaging Corporation of American, Libertyville Cooperative Nursery School, Stateline Toy Collector's Club, Allied Air Conditioning and Heating Corp., and a number of private individuals.

The Christmas dinners were distributed on Thursday, December 18<sup>th</sup> to 88 families. Libertyville Sunrise Rotary proved 55 frozen turkey dinners and Jewel provided 33 prepared ham dinners. The Holiday Gift Room was open on Tuesday, December 9<sup>th</sup> and 16<sup>th</sup>. Twenty-one families selected gifts for a total of 52 children. The Holiday Gift Giving Program was supported by twelve donors that provided gifts to 19 families that benefited a total of 63 children.

In December, the Township received 3 requests for financial assistance. As of December 31<sup>st</sup>, the Township provided 17 households with Emergency Assistance with a total allocation of \$15,465.63 and 31 households received \$28,651.14 in Community Emergency Assistance. Thirteen households have received both. As of December 31<sup>st</sup>, the Township has provided a combined total of \$44,116.77 in financial assistance. Currently, there is one resident receiving General Assistance. Two individuals attended the Budget Counseling Class. Fourteen applications were taken for LIHEAP (Energy Assistance).

The January 10<sup>th</sup> Open Space Volunteer Workday was held at Oak Openings with 8 volunteers attending. The next workday is the Volunteer Herbicide Training and Appreciation lunch on Saturday, January 24<sup>th</sup> from 10:30 – noon. The February 14<sup>th</sup> Volunteer Workday will be held at Oak Openings with the members of the Lake County Audubon Society participating.

**APPROVE RENEWAL TO ENGAGE GW & ASSOCIATES, P.C. FOR THE FY 2025-2026 AUDIT REVIEW - DISCUSSION & VOTE**

A motion by Trustee Dohrn and a second by Trustee August to approve the renewal to engage GW & Associates P.C. for the FY 2025-2026 Audit review. 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

**CLOSE OPEN SESSION AND OPEN EXECUTIVE SESSION PURSUANT TO 5ILCS 120/2(c)(21) (SEMI ANNUAL REVIEW OF EXECUTIVE SESSION MINUTES)**

Motion by Trustee Kovatch and a second by Trustee Dohrn. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**RECONVENE OPEN SESSION**

Motion by Trustee August and a second by Trustee White. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO RELEASE OCTOBER 28, 2021 AND NOVEMBER 15, 2012 EXECUTIVE SESSION MINUTES – DISCUSSION & VOTE**

A motion not to release October 28, 2021, and November 15, 2012 Executive Session Minutes. Motion by Trustee August and a second by Trustee White. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**ADJOURNMENT**

A motion to adjourn by Trustee Kovatch and a second by Trustee August. All in favor, aye. Motion carried. Time: 7:12p.m.

Respectfully submitted,

  
Sari Hurtig, Township Clerk