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## 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, March 18, 2025.**

**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 and Assessor Chris Feeney were also present.

### **APPROVAL OF BILLS**

The Board reviewed the Town and Road in-between bills from February 19 – March 17<sup>th</sup> and the General Assistance expenditures for the month of February. There were no questions.

### **TOWN FUND**

Motion by Trustee Dohrn and a second by Trustee White to approve the expenditures from the Town Fund in the amount of \$17,769.28. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

### **ROAD AND BRIDGE FUND**

Motion by Trustee White and a second by Trustee Kovatch to approve the expenditures from the Road and Bridge Fund in the amount of \$571,043.79. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**OPEN SPACE FUND - None**

**CITIZENS' COMMENTS - None**

**TOWNSHIP REPORTS:**

**Assessor's Report – None**

**Clerk's Report**

Clerk Hansen reported Early Voting is in progress.

**Highway Commissioner's Report**

Highway Commissioner Neal reported the Oak Spring Bridge Project is going well. The Road District's Resurfacing Project with the cooperative neighboring towns, Libertyville, Mundelein and Vernon Hills, will begin soon.

**Trustees' Report – None**

**Supervisor's Report**

In February, the pantry provided food to 414 households, which consisted of 1065 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, First Presbyterian Church of Libertyville, United Methodist Church, Girl Scout Troop, 45980, Adler Park School, Packaging Corporation of America, Ansel Brainerd Cook Chapter NASDAR, Rush Kids Pediatric Therapy, and private individuals. Jewel, Mariano's, and Target continue to donate weekly.

In February, the Township received 8 requests for financial assistance. We received 7 completed applications. We provided 4 households with Emergency Assistance with a total allocation of \$3,600 and 4 households received \$4,925.67 in Community Emergency Assistance. Three households received both. As of February 28, the Township has provided a combined total of \$8,525.67 in financial assistance. In addition, two residents received General Assistance. Three individuals attended the Budget Counseling Class. Five applications for energy assistance were taken and submitted.

There were five volunteers that attended the March 8th Open Space Volunteer Workday at Liberty Prairie where they cleared buckthorn along the creek corridor. The next volunteer workday is scheduled for Saturday, April 12<sup>th</sup> at Oak Openings.

**APPROVAL OF THE LICENSE AGREEMENT BETWEEN LIBERTYVILLE TOWNSHIP AND KEVIN & TRACY HARTWELL FOR THE PROPERTY LOCATED AT 1431 STEVENSON ROAD, LIBERTYVILLE, IL 60048 (PIN:11-20-305 001)**

**DISCUSSION & VOTE**

A motion by Trustee Kovatch and a second by Trustee Dohrn to approve the License Agreement between Libertyville Township and Kevin & Tracy Hartwell for the property located at 1431 Stevenson Drive, Libertyville. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee Kovatch, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF ANNUAL TOWN MEETING AGENDA TUESDAY, APRIL 8, 2025 @ 7:00 P.M. DISCUSSION & VOTE:**

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

**OLD BUSINESS**

The new township truck purchased through Sourcewell will be delivered within the next several weeks. Following its delivery, the dump body, snowplow, and accessories will be installed by Monroe Truck Equipment. The invoices will be presented at a future meeting.

The Township is in the process of finalizing the plans for the Casey Trail Asphalt Project. The Township has received permission from the Illinois Nature Preserve Commission and is beginning to work with the County to determine if a permit is required. The project will go out to bid in June and the work will be completed in the fall.

**NEW BUSINESS**

The April 8<sup>th</sup> Annual Town Meeting at 7pm will be followed by the regular Board Meeting.

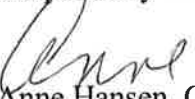
The Getz Parcel and the Rt. 21 Eastern Egidi Parcel license agreements are out for bid. The bids will be awarded at the April 8<sup>th</sup> regular meeting.

Trustee Kovatch commented he had observed the recent Butterfield property's prescribed burning.

**ADJOURNMENT**

A motion by Trustee Kovatch and a second by Trustee August to adjourn the meeting, all in favor, aye. Motion carried. TIME: 7:22P.M.

Respectfully submitted,

  
Anne Hansen, Clerk