

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, April 14, 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 7:48 p.m. Pledge to the flag, roll call and all Board Members were present except Trustee White and Trustee Dohrn. Highway Commissioner Marty Neal and Assessor Christine Feeney were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – March 10, 2026

A motion by Trustee August and a second by Trustee Kovatch to approve the Board meeting minutes of March 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 March General Assistance expenditures. There were no questions.

TOWN FUND

Motion by Trustee August and a second by Trustee Kovatch to approve the expenditures from the Town Fund in the amount of \$195,201.36. There was no discussion. On roll call vote: 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 August to approve the expenditures from the Road and Bridge Fund in the amount of \$30,314.67. There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee August and a second by Trustee Kovatch to approve the expenditures from the Open Space Fund in the amount of \$181,919.93. There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O’Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – None

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal reported the 2002 John Deere tractor was sold for \$12,000.00. at auction through Obenauf. In a partnership with the Village of Libertyville, Oak Spring Road is scheduled for resurfacing. The Road District has entered another joint project with the Villages of Libertyville, Mundelein, and Vernon Hills. For the Road District portion, some roads within the Countryside Manor Subdivision will be resurfaced. Peter Baker Construction, as the lowest bidder, was awarded both projects.

Trustees' Report – None

Supervisor's Report

In March, the pantry provided food to 497 households, which consisted of 1,297 individuals. Food and/or monetary donations were received from: Dunn Museum, Packaging Corporation of America, Boy Scout Troop #194, Congregation Beth Judea, Girl Scout Troop #47969, The Kit Outreach, Adler Park School Libertyville Sunrise Rotary and several private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

There were sixteen requests for applications for financial assistance. As of March 31st, the Township has provided seven households with Emergency Assistance with a total allocation of \$6,390.00 and eleven households received \$10,870.34 in Community Emergency Assistance. Five households have received both. As of March 31st, the Township has provided a combined total of \$17,260.34 in financial assistance. Currently, there are two residents receiving General Assistance.

Fourteen applications were taken for LIHEAP (Energy Assistance). Four people attended the Budgeting Counseling Class.

There have been two volunteer workdays since the last meeting. The March 14th Open Space volunteer workday at Liberty Prairie had an above average turnout with six volunteers. The work included cutting stems and stumps as well as herbicide application. The April 11th workday at Oak Openings had nine volunteers. Invasive trees and brush were cleared from the riparian corridor of Bull's Brook. The next workday is scheduled for May 9th at Donnelley Prairies and Oaks.

GW & Associates, P.C. has begun the audit and will be onsite on Thursday, April 23rd.

APPROVAL OF 2026 PROPOSAL FROM HEZCORP CONSTRUCTION SERVICES, INC. FOR SPRING & FALL MAINTENANCE SERVICE CALLS FOR ALL GARAGE DOORS AT 359 AND 337 MERRILL COURT IN THE AMOUNT OF \$4,220.00 – DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee August to approve the proposal from Hezcorp Construction Services to provide spring and fall maintenance service calls for all garage doors at 359 and 337 Merrill Court in the amount of \$4,220.00. There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF 2026 PROPOSAL FROM HEZCORP CONSTRUCTION SERVICES, INC. FOR THE SPRING AND FALL ROOF INSPECTIONS FOR 359 AND 337 MERRILL COURT IN THE AMOUNT OF \$6,260.00 DISCUSSION & VOTE

A motion by Trustee August and a second by Trustee Kovatch to approve the proposal from Hezcorp Construction Services, Inc. for the Spring & Fall Roof Inspections for 359 & 337 Merrill Court in the amount of \$6,260.00. There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL TO AWARD FARMING AND GRAZING LICENSE AGREEMENT TO TIM GRUSZECZKI, VINTAGE OAK, LLC, EGIDI PARCEL (39.72 ACRES) DISCUSSION & VOTE

A motion by Trustee Kovatch and a second by Trustee August to award Farming & Grazing License Agreement to Tim Gruszeczki, Vintage Oak, LLC Egidi Parcel in the amount of \$152 per acre for an annual payment of \$6,037.44 There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FROM CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT, INC. FOR 2026 SEASON DISCUSSION & VOTE

A motion by Trustee August and a second by Trustee Kovatch to approve the Professional Services Agreement from Clarke Environmental for Mosquito Management for the 2026 season. There was no discussion. On roll call vote: Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

2026 – 27 DRAFT TOWN FUND BUDGET – DISCUSSION

Changes to the draft Town Fund Budget was presented and discussion ensued. Public hearing and Board vote are set for May 12, 2026.

2026 – 27 DRAFT ROAD & BRIDGE BUDGET – DISCUSSION

Changes to the draft Road & Bridge Budget was presented and discussion ensued. Public hearing and Board vote are set for May 12, 2026.

OLD BUSINESS - None

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NEW BUSINESS

The updated employee handbook will be presented to the Board at the May 26th meeting.

ADJOURNMENT

A motion to adjourn by Trustee August and a second by Trustee Kovatch. All in favor, aye. Motion carried. Time: 7:58 p.m.

Respectfully submitted,



Sari Hurtig, Township Clerk