

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, June 17, 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 7:01 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 – MAY 13, 2025

A motion by Trustee Kovatch and a second by Trustee August to approve the Board meeting minutes of May 13, 2025. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF REGULAR BOARD MEETING MINUTES – MAY 27, 2025

A motion by Trustee White and a second by Trustee Dohrn to approve the Board meeting minutes of May 27, 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 General Assistance expenditures for the month of May. There were no questions.

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the Town Fund in the amount of \$38,217.02. 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 Dohrn and a second by Trustee Kovatch to approve the expenditures from the Road and Bridge Fund in the amount of \$147,582.39. 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.

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OPEN SPACE FUND

Motion by Trustee White and a second by Trustee Dohrn to approve the expenditures from the Open Space Fund in the amount of \$92.48. 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 a Road District vehicle needed a new transmission; it was replaced for under \$10K with a 3-year warranty. The handrail on the Oak Spring Road Bridges is being installed. Once the installation is complete, the road will be reopened. The Ribbon Cutting Ceremony is scheduled for 10am on July 3, 2025.

Trustees' Report – None

Supervisor's Report

The next Open Space Volunteer Workday will be held on Saturday, July 12th at Donnelley Prairies and Oaks.

A refresher CPR/AED training for the staff will be held at the Township on Thursday, July 10th from 10 – noon with the Libertyville Fire Department will be leading the training.

At Lindholm Park, the battery capacity for the solar gate has been increased and is working well.

RECOGNITION FOR DAVID TARANOWSKI – EAGLE SCOUT PROJECT

Supervisor O'Connor presented a Proclamation of Appreciation and Recognition for Eagle Scout David Taranowski. The project involved the design, construction and installation of two bat houses and the clearing of debris in the Seavey Ditch of debris within the Libertyville Township Open Space Butterfield Road on Township Property.

OLD BUSINESS

The office will be closed Thursday, June 19th for Juneteenth and Friday, July 4th for Independence Day.

NEW BUSINESS

The 24-year-old AC/Heating Unit for the Meeting Room went out. The repairs are too

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costly; the unit will need to be replaced. There is a 2nd unit in a similar condition. The attorney will be contacted to determine if the replacement of units qualifies as an emergency. If not, a contract will go before the Board at the July 17th meeting.

The licensee for the Milwaukee Road property inadvertently mowed and tilled our property adjacent to the ComEd property on the corner of Milwaukee and Casey Road. Licensee offered to re-seed the area. In reviewing the situation, the licensee is interested in including the additional parcel in the current license agreement. If there is a consensus with the Board, Supervisor O'Connor will follow up with the attorney.

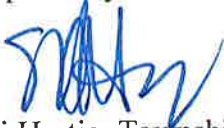
It has been four years since the Employee Handbook was reviewed. Ben Gehrt, our attorney that handles HR, will begin the process of reviewing and providing update recommendations.

The Board will approve the 2026 Township Board Meeting schedule no later than the October 21st meeting. A request has been made to move the meetings to Wednesday and/or a possible start time of 6:30pm. The discussion will begin in August.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee Dohrn. All in favor, aye. Motion carried. Time: 7:28p.m.

Respectfully submitted,



Sari Hurtig, Township Clerk