

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 9, 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 7:00p.m. Pledge to the flag, roll call and all Board Members were present except Trustee Dohrn and Trustee Kovatch. Highway Commissioner Marty Neal was also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – MAY 26, 2026

Motion by Trustee White and a second by Trustee August. 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 May. There were no questions.

TOWN FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Town Fund in the amount of \$46,151.97. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee August and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$11,896.97. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee White and a second by Trustee August to approve the expenditures from the Open Space Fund in the amount of \$9,403.08. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – No report.

Clerk's Report – No report.

Highway Commissioner's Report

Highway Commissioner Neal reported the Oak Spring Road Resurfacing Project was completed.

Countryside Manor Resurfacing Project has begun and should be completed in approximately six weeks.

Trustees' Report – No report.

Supervisor's Report

In May, the pantry provided food to 432 households, which consisted of 999 individuals. Food and/or monetary donations were received from: First Presbyterian Church of Libertyville, National Association of Letter Carriers, Sedgebrook, Libertyville Sunrise Rotary, Dairy Dream, and private individuals. Jewel, Mariano's, and Target continue to donate weekly.

There were ten requests for financial assistance, and four completed applications were submitted. As of May 31st, the Township has provided thirteen households with Emergency Assistance with a total allocation of \$11,834.72 and twenty households have received Community Emergency Assistance totalling \$18,701.35. Nine households have received both. As of May 31st, the Township has provided a combined total of \$30,536.07 in financial assistance.

One resident is receiving General Assistance. Eight applications were taken for Low Income Home Energy Assistance Program (LIHEAP). Two people attended the Budgeting Counseling Class. One individual received financial assistance from Mothers Trust. As of May 31st, Mothers Trust has provided a total of \$2,387.79 in financial assistance to five families.

The next Open Space Volunteer Workday is scheduled for Saturday, June 13th from 9am – noon at the Township's Rt. 45 property. Volunteers will be planting plugs. The activity is a component of the Township's Lake County Stormwater Management Commission's Watershed Management Board (WMB) grant application.

Bids for the ADA Improvements Project are due at 4pm on Friday, June 12th. The bid opening will immediately follow.

The contract with Schroeder Asphalt Services, Inc. for the Casey Road Asphalt Trail Resurfacing Project has been executed. The window for the work to be completed is August 3 – October 15, 2026.

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Supervisor O'Connor shared information about the Metropolitan Township Association. The Board did not indicate an interest in joining at this time.

The Township internet and phone service were out Monday, June 8th until midday on Wednesday, June 10, 2026.

APPROVAL OF PROPOSAL FROM TALLGRASS RESTORATION, LLC FOR THE BULL CREEK VEGETATIVE SURVEY IN THE AMOUNT OF \$4,080.00 – DISCUSSION & VOTE

A vegetative survey is needed to comply with the reporting requirements of the Illinois Environmental Protection Agency 319 Grant.

A motion by Trustee White and a second by Trustee August to approve the proposal from Tallgrass Restoration, LLC for the Bull Creek Vegetative Survey in the amount of \$4,080.00. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

TOWNSHIP VEHICLE STICKER REVIEW – DISCUSSION & VOTE

The Township offers residents residing in the unincorporated areas of Libertyville Township the option to purchase vehicle stickers. The current vehicle stickers are valid for two years and sold at \$15 each. The fees collected are deposited into our Community Emergency Assistance Fund. Discussion ensued.

A motion by Trustee August and a second by Trustee White to approve the Township 2027-2028 vehicle sticker fee at a cost of \$20 per sticker. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

OLD BUSINESS

The contractor is working to obtain the permit required for the capping of the well on the Rt. 21 property. The staff has notified Vintage Oak, the licensee, of the status of the repair.

NEW BUSINESS

The next meeting will be held at 7pm on Tuesday, July 14, 2026.

The office will be closed on Friday, June 19th in recognition of Juneteenth Day.

The Board discussed closing the office on Monday, July 6th in addition to the previously approved July 3rd. For the 4th of July holiday, the consensus of the Board was to close the Township Offices starting at 4:30 on Thursday, July 2nd and reopening on Tuesday, July 7th at 8:30am.

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

A motion by Trustee White and a second by Trustee August to close the regular board meeting and open the executive session. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

While in executive session no final actions were taken.

RECONVENE OPEN SESSION

A motion by Trustee August and a second by Trustee White to close the executive session and open the regular board meeting. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

**APPROVAL OF JANUARY 13, 2026 EXECUTIVE SESSION MINUTES
DISCUSSION & VOTE**

A motion by Trustee White and a second by Trustee August to approve the January 13, 2026 executive session minutes. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

**APPROVAL TO RELEASE NOVEMBER 15, 2012, OCTOBER 28, 2021,
JANUARY 21, 2025, JULY 15, 2025, AND JANUARY 13, 2026, EXECUTIVE
SESSION MINUTES – DISCUSSION & VOTE**

A motion by Trustee August and a second by Trustee White to release November 15, 2012, October 28, 2021, January 21, 2025, July 15, 2025 and January 13, 2026 Executive Session Minutes. On roll call vote: Trustee White, aye, Trustee August, aye, Supervisor O'Connor, aye, Motion carried.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee August. All in favor, aye. Motion carried. Time: 7:35p.m.

Respectfully submitted,



Sari Hurtig, Township Clerk