

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, August 19, 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 7:00 p.m. Pledge to the flag, roll call and all Board Members were present. Highway Commissioner Marty Neal and Assessor Christine Feeney were also present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – JULY 15, 2025

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of June 17, 2025. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES – JULY 15, 2025

A motion by Trustee Kovatch and a second by Trustee August to approve the Closed session Board meeting minutes of July 15, 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 July General Assistance expenditures. There were no questions.

TOWN FUND

Motion by Trustee White and a second by Trustee Dohrn to approve the expenditures from the Town Fund in the amount of \$99,159.91. 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 August to approve the expenditures from the Road and Bridge Fund in the amount of \$1,027,681.36. 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 White and a second by Trustee August to approve the expenditures from the Open Space Fund in the amount of \$6,352.56. 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

Assessor reported the 2025 Blue assessment notices will be going out this week and next. Residents have 30-day appeal period and then hearings. Residents are encouraged to call the Assessor's office with questions.

Clerk's Report - None

Highway Commissioner's Report

Highway Commissioner Neal reported the roads are in good condition. Highway Commissioner Neal reported that all outlays this year have been covered in the budget or are otherwise reimbursed to the budget. The Road District is looking to purchase a new tractor.

Trustees' Report

Trustee August advised she will not be able to attend the September 9 meeting. No other Trustees had anything to report.

Supervisor's Report

In July, the pantry provided food to 492 households, which consisted of approximately 1,231 individuals. Food and/or monetary donations were received from: Libertyville Sunrise Rotary, Credit Union 1, First Presbyterian Church of Libertyville, Dairy Dream, and private individuals. Jewel-Libertyville, Mariano's-Vernon Hills, and Target-Vernon Hills continue to donate weekly.

In July, the Township received 12 requests for financial assistance. As of July 31st, the Township has provided 9 households with Emergency Assistance with a total allocation of \$8,507.14 and 13 households received \$14,212.45 in Community Emergency Assistance. Seven households have received both. As of July 31st, the Township has provided a combined total of \$22,719.59 in financial assistance. Currently, there is one resident receiving General Assistance.

Two individuals attended the Budget Counseling Class. Two applications for energy assistance were taken and submitted.

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The August 9th workday was canceled because of the excessive heat. The next workday is scheduled for Saturday, September 13th at Liberty Prairie.

Supervisor O'Connor will be attending the Lake County Coalition for Housing Meetings. The coalition is a six-month collaborative initiative bringing together business leaders, elected officials, developers, and advocates to establish actionable strategies for attainable housing production. The kick-off meeting was held on July 23rd. There will be a series of 5 workshops followed by the Lake County Coalition for Housing Summit.

FY 2024-25 AUDIT REVIEW – JOSEPH TROYER, CPA, GW & ASSOCIATES, PC - DISCUSSION & VOTE

Joseph Toyer presented the 2024-2025 Audit. Trustee August had a question about some details in the report that may have been entered incorrectly from previous years' data. Mr. Troyer will review and update the report. Motion to accept audit was deferred until September 9, 2025 meeting.

OLD BUSINESS

The Board has been given copies of all the social service grant applications received.

- September 9, 2025– Board's preliminary discussion of Social Service Funding Allocations
- September 23, 2025 – Board votes to award Social Service Funding Allocations. Board members must be present for their recommended allocation to be included.
- Week of September 29, 2025 – Social Service Funding Allocations are sent to awarded Agencies.

NEW BUSINESS

There is a cracked valve at one of the abandoned wells at the River Road property. The Township is working with the tenant in addressing the issue. The valve will be removed and the line capped. In addition, the 2nd well on site will be abandoned.

At the September 9th meeting, the 2026 Board Meeting and Holiday schedules will be discussed. The Trustees agreed on reviewing options for Wednesday meetings for 2026.

The office will be closed on Monday, September 1st for Labor Day.

ADJOURNMENT

A motion to adjourn by Trustee White and a second by Trustee Dohrn. All in favor, aye. Motion carried. **Time: 7:55p.m.**

Respectfully submitted,



Sari Hurtig, Township Clerk