

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, September 23, 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 except Trustee Dohrn and Clerk Hurtig were present. Also present: Assessor Chris Feeney, Highway Commissioner Marty Neal, Caseworker Liz Heffernan, Natural Areas Manager Jon Happ, Deputy Clerk Kris Lennon, and members of the public.

APPROVAL OF REGULAR BOARD MEETING MINUTES – SEPTEMBER 9, 2025

A motion by Trustee Kovatch and a second by Trustee White to approve the Board meeting minutes of September 9, 2025. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the Town and Road bills in-between expenditures dated September 10th through September 22nd. 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 \$29,852.82. There was no discussion. On roll call vote: Trustee White, aye, 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 \$1,358.01. There was no discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

There were no bills from the Open Space Fund.

CITIZENS' COMMENTS

No one wished to speak.

TOWNSHIP REPORTS:

Assessor's Report

Assessor Feeney reported that the appeal process has begun. The last day for residents to appeal their property taxes is Monday, September 29th.

Clerk's Report

The Clerk was absent.

Highway Commissioner's Report

Highway Commissioner Neal reported that the resurfacing and drainage projects for the year have been completed. The Highway Department is currently working on getting equipment ready for snow season.

Trustees' Report

There were no reports.

Supervisor's Report

Supervisor O'Connor reported that the sign-up for Thanksgiving and Holiday dinners will be 10/7, 10/14, and 10/21. The Thanksgiving dinner pick-up will be Thursday, November 20th and the Holiday dinner pick-up will be Thursday, December 18th.

Holiday gift applications will be available on October 14th and must be submitted by Friday, October 31st.

The Libertyville Sunrise Rotary provided a grant to the Township in the amount of \$1,500.00 on September 16th.

The next Open Space Volunteer workday is scheduled for October 11th at Oak Openings from 9a.m. - 12noon.

Supervisor O'Connor stated that she and Highway Commissioner Neal, met with (2) state senators and (1) state representative, among others, to discuss solutions concerning safety issues on Casey and Almond Roads. Supervisor O'Connor personally thanked Highway Commissioner Neal for all his efforts over the last 10 years to address the issue.

2025-26 SOCIAL SERVICE GRANTS ALLOCATIONS

Supervisor O'Connor explained that nineteen grant applications were received for a total request of \$170,125.00. The final allocation to each organization will be an average of each present Board member's input. Supervisor O'Connor led the discussion, and the Board provided their contribution amounts.

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Three of the applicants spoke on behalf of their organization. Discussion ensued among the Board.

Motion by Trustee Kovatch and a second by Trustee White to award the 2025-26 Social Service Grant Allocations in the amount of \$100,000.00. No additional discussion ensued. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

PROPOSAL WITH LAND SURVEYING SERVICES, INC. FOR THE PROPERTY LOCATED AT 31668 N. RIVER ROAD IN THE AMOUNT OF \$3,000

Supervisor O'Connor stated that the survey will establish the legal boundary on its northern side. Discussion ensued regarding the property lines on site.

Motion by Trustee August and a second by Trustee Kovatch to approve the proposal with Land Surveying Services Inc. for the property located at 31668 N. River Road in the amount of \$3,000.00. No additional discussion ensued. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

2026 CALENDAR

There was discussion about which day of the month to conduct Board meetings. Three options were provided. The Board decided that the 2nd Tuesday would work best for everyone. It was also noted that Trustee August would prefer having the meetings at 7:00p.m.

Motion by Trustee White and a second by Trustee Kovatch to approve the 2026 Libertyville Township Board Meeting Schedule and 2026 Township Calendar. There was no discussion. On roll call vote: Trustee White, aye, Trustee Kovatch, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OLD BUSINESS

The office will be closed on Monday, October 13th for Columbus Day.

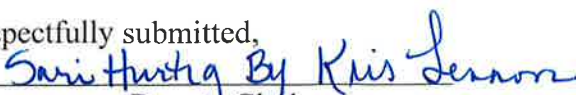
NEW BUSINESS

The 14.72-acre Casper/Archdiocese parcel License Agreement is expiring on October 31st. The bid announcement will be in the paper on September 25th. Bids are due October 9th with the bid opening at 9:15a.m. The Board will vote to award the license agreement at the October 21st Board meeting.

ADJOURNMENT

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

Respectfully submitted,


Kris Lennon, Deputy Clerk