

**2014 ANNUAL TOWN MEETING - APRIL 8, 2014 7:00 P.M.**

22385 W. ILLINOIS ROUTE 60, MUNDELEIN ILLINOIS 60060

**1. Call to Order/Pledge of Allegiance/Introduction of Township Officials and Guests**

After notice was given in the Daily Herald on March 21, 2014; and after notices were posted at the following locations: Fremont Public Library, Mundelein Senior Center, Fremont Township and Fremont Township web page, Clerk McCann called the 2014 Annual Town Meeting to order.

The following residents signed the attendance register: Fred Kast, Chuck Bartels, Ray Sawwell, James Gaertner, Ed Galarza, Tim Cardwell, Donna Cardwell, Pat Stejskal, Jeanne Taschetta, Bernice Stenter, Judy Hammel, Rose Marie Domeny, Douglas Eickhoff, William Maihack, Mary Lou Diebold, Louis Bruno, Pete Tekampe, Sandy Pakedinaz, Joe Schwan.

The following elected officials were present: Supervisor O’Kelly, Hwy. Commissioner Grinnell, Clerk McCann, Trustee Atleson, Trustee Forman, Trustee Martin and Trustee Shanahan.

Clerk McCann led the Pledge of Allegiance, welcomed the Electors and introduced elected officials.

**2. Nomination of Moderator**

- **Christina McCann moved and Diana O’Kelly seconded the motion to nominate Connie Shanahan to act as Moderator. All in favor, motion carried.**

There were no other nominations.

**3. Election of Moderator and Moderator’s Oath of Office**

- **Christina McCann moved and Diana O’Kelly seconded the motion to elect Connie Shanahan to act as Moderator of the 2014 Annual Town Meeting. All in favor, motion carried.**

The Oath of Moderator was administered and Mr. Shanahan proceeded with the business of the 2014 Annual Town Meeting.

**4. Approval of Minutes – 2013 Annual Town Meeting Minutes**

- **Tami Forman moved, and Chic Martin seconded the motion to approve the minutes of the 2013 Annual Town Meeting. All in favor, motion carried.**

**5. Public Comments - None**

**6. Supervisor’s Annual Financial Report**

The Clerk presented the FY 2013/2014 Supervisor’s Annual Financial Report as follows:

	<b><u>GENERAL TOWN FUND</u></b>	
BALANCE MARCH 1, 2013		1,864,075.19
REVENUES		1,090,383.01
OPENING BALANCE		2,954,458.20
EXPENDITURES		<u>1,203,425.71</u>
BALANCE FEBRUARY 28, 2014		<b>1,751,032.49</b>
	<b><u>GENERAL ASSISTANCE FUND</u></b>	
BALANCE MARCH 1, 2013		301,291.82
REVENUES		132,225.07
OPENING BALANCE		433,516.89
EXPENDITURES		<u>72,802.97</u>
BALANCE FEBRUARY 28, 2014		<b>360,713.92</b>
	<b><u>ROAD &amp; BRIDGE FUND</u></b>	
BALANCE MARCH 1, 2013		73,343.98
REVENUES		238,606.38
OPENING BALANCE		311,950.36
EXPENDITURES		<u>224,570.85</u>
BALANCE FEBRUARY 28, 2014		<b>87,379.51</b>
	<b><u>PERMANENT ROAD FUND</u></b>	
BALANCE MARCH 1, 2013		601,682.19
REVENUES		1,112,482.89
OPENING BALANCE		1,714,165.08
EXPENDITURES		<u>1,280,589.70</u>
BALANCE FEBRUARY 28, 2014		<b>433,575.38</b>

- **Chic Martin moved and Tami Forman seconded the motion to approve the FY 2013/2014 Supervisor's Annual Financial Report. All in favor, motion carried.**

### **Discussion**

Supervisor O'Kelly and Commissioner Grinnell answered questions from the electors.

Chuck Bartels commented on the amount of money in the GA Fund and asked if there is a law requiring the Township to keep a minimal reserve in the General Assistance Fund.

James Gaertner asked which fund pays for expenses related to snow plowing.

Doug Eikhoff asked why there is a separate fund for Permanent Road and Road and Bridge, which fund pays expenses related to snow plowing, and who decides where the money is spent. Mr. Eikhoff also asked who audits the Township's books and if the Township uses the same auditing firm every year.

## **7. Old Business**

### **CERT**

CERT Team Leader Pat Stejskal reported the CERT Program was established in 2006 and there are currently 27 active volunteers on the Team. The Team is sponsored and funded by the Township. There are four Team committees including: Membership & Records, Equipment & Supplies, Outreach and Training. The Team's mission is to educate residents of Fremont Township about disaster preparedness for hazards that may impact our area, train residents in basic disaster response skills to do the greatest good for the greatest amount of people, and to provide support to local emergency response agencies. The Team works closely with surrounding fire departments and other CERTS, particularly Mundelein, Wauconda and Libertyville CERT. The Team meets quarterly to conduct team related business and to participate in refresher training courses. During the past year a variety of training seminars have been held at the Fremont Public Library and other locations in the Township. Community outreach events have covered topics such as pet safety, home emergency preparedness, planning for emergencies and winter safety. Pat Stejskal and Lou Bruno recently participated in a half hour spot aired on WRLR, 98.3 FM, and also recorded public safety announcements which air periodically on WRLR. Information on CERT can be found at: [www.fremonttownship/cert](http://www.fremonttownship/cert) and residents can follow Fremont CERT at: <https://twitter.com/FremontTwpCERT>.

### **Well and Water Committee**

Committee Chair Tim Cardwell reported that information about the Well and Water Committee can be found at: [www.fremonttownship.com/wellandwater](http://www.fremonttownship.com/wellandwater). Residents can visit the site to find information pertaining to private wells. The committee is currently working the Lake County Forest Preserve and Lake County Health Department to record the locations of private wells as well as abandoned wells in Fremont Township. Residents interested in testing their well water can obtain test kits at the Township and the Lake County Department of Health. A variety of information pertaining to well water is available at the rear of the room and residents are encouraged to attend meetings and/or join the committee to learn further.

### **Discussion:**

Chair Cardwell answered questions from the electors.

A resident inquired what areas in the Township are currently being investigated.

Lou Bruno asked how many abandoned wells are located in the Township.

Ray Sawwell asked if the committee and/or health department explore the entire well system of a private well and who fills abandoned wells if they are located.

James Gaertner asked how deep the wells are.

### **Parks Committee**

- Trustee Martin reported he was asked to chair the Park's Committee upon the resignation of Nick Tonkery last year. He thanks Mr. Tonkery for his service to the Township.
- Parks Committee Chair Chic Martin thanked Herb Riedel and his staff for the work they do at the Township parks on a regular basis.
- The committee consists of three members including Connie Shanahan, Dan Prezell and Fred Weinberg.
- Trustee Martin met regularly with Supervisor O'Kelly, Park's Manager Herb Riedel, Hwy. Commissioner Grinnell and the Board to discuss ongoing projects, routine maintenance,

improvements and most importantly to establish budgets allowing for expenditures and necessary equipment purchases.

- The Committee discusses and makes recommendations to the Fremont Township Board regarding projects, many of which have been approved and completed, and/or are in the process of being completed.
- The Committee also meets with Lessees at the end and start of each season.
- This season there are nearly 1000 participating players with approximately 600 games played on park fields in addition to daily practices.
- The Committee recently reviewed, edited and made revisions to Park Ordinance 11-2-09 (General Park Rules) which was approved by the Board of Trustees in March 2014.
- Trustee Martin met with Supervisor O'Kelly and Herb Riedel to ensure all Lessee agreements, rosters, waivers and insurance are on file.
- The Committee is currently working on new signage to be consistent at both parks and to ensure rules for use are clear to the public.
- A new job description and description of duties for the Park's Manager was established.

### **Behm Park** (\$292,000 Budgeted)

#### **2013/2014 Projects Completed**

- Completed cleaning up the buffer zone between the park and Saddlebrook with staff.
- Completed the walking path connecting it to the existing walking path with staff.
- Completed roof shelters on the ball field dugouts with staff.
- Completed the planting of new trees throughout the park by contract
- Added more parking to accommodate the many players and family members.
- Completed a new automated gate entry using solar panel for power by contract.
- Relocated football's concession trailer to location closer to playing fields.
- Fremont established separate recycling collection at both parks. This year staff will build enclosure to prevent the high winds blowing debris around the park.
- Completed batting practice areas with staff.
- Contracted the installation of a new 36' x 72' pole shed placing it alongside of the existing storage shed. It is needed because existing equipment was not being stored properly and we will require additional space for new equipment.
- New storage sheds have been donated and installed by Mundelein Lightning at two fields.
- Contracted for the engineering drawings necessary to install restrooms with domestic water (new well); a septic field and electrical service. The project is under review with Lake County Building and Zoning.
- Purchased and installed adaptable children's disability swing.

#### **2014 Planned Projects**

- Prefab restroom building fully functional by contract and paid with available funds.
- Water service to the storage shed by contract and paid for with available funds
- Planting more trees by contract and paid for by available funds.
- Three Pickle Ball courts at the basketball location installed by staff and potentially funded by a Grant secured by State Rep. Sam Yingling.
- Parking lot surface sealing and stripping by contract and paid for by available funds.

### **Ivanhoe Park** (\$105,000 Budgeted)

#### **2013/2014 Projects Completed**

- Completed a new irrigation system for the playing field and upgraded existing well by contract. Built a shed around well and irrigation control system with available funds.
- Installed a donated flag pole with a solar light system by staff.
- Contracted to complete the necessary repairs and level playing field surface after irrigation system.
- Cut back the excessive tree and brush growth on the south and west property lines, and treated the areas for ticks and mosquitoes.
- The Parks Manager attended classes and was certified to apply spray treatments. Township purchased necessary equipment for applications.

#### **2014 Planned Projects**

- An automated entry gate will be installed by contract with staff installing underground electrical service.
- Staff installing a new PVC split rail fence system.
- Constructing new dugout roof shelters on two dugouts
- MBSA is replacing their storage shed with a new structure.
- Replacing the existing asphalt parking with new and expanding to the north with more parking. Work will shared by staff and by contract.
- Planting 16 trees on the property by contract.
- Committee is investigating new signage with new Parks logo.

## 2013 User Group Statistics

User Group	# of Games	# of Players
MBSA	107	45
Lightning	260	156
Soccer	50	100
Lacrosse	25	80
Flag Football	100	250
Cheerleading	30	200
Football	55	200

### **Discussion:**

Chair Martin answered questions from the electors.

Ray Sawvell asked if the Township is getting rid of the basketball court at Behm Park, what will be the cost of the well being installed, and who owns the concession stands.

Joe Schwan asked who schedules the games at the parks, how many pickle ball courts will be installed, if the new restrooms will be heated and/or winterized.

Pete Tekampe asked if the restroom locks are going to work better than the current gate locks, what budget the pickle ball court expenses and new maintenance building are coming out of, and if the current water retention area will be sufficient.

### **8. New Business**

None

### **9. Elected Officials Reports**

Elected Officials reported on the following projects and activities during FY 2013/2014:

#### **Supervisor**

- Worked with the Highway Commissioner for better utilization of staff and resources.
- Reorganized and rearranged building for better utilization.
- Re-carpeted and painted Administrative Center offices.
- Installed new drop ceiling in Community Meeting Room.
- Created maintenance room.
- Created additional overflow storage for food pantry.
- Relocated CERT storage to larger area.
- Helped CERT obtain a larger trailer.
- Implemented electronic recycling and paper shredding events
- Implemented shoe and eyeglass recycling drop off site.
- Joined local community diaper bank.
- Worked with Mundelein Senior Center to better promote their programs.
- Created lending closet.
- Increased usage of Community Room.
- Worked to increase community awareness about opportunities we offer for senior advocacy, and additional programs and services available to the general public.
- Worked with PACE to increase Northwest Demonstration Project to 5 days a week.
- Partnered with Mundelein Village Homestead to assist with community garden.
- Working on an energy audit/DCEO grant.
- Started Township Facebook page and working on updating Township website.
- Attended a variety of conferences and seminars related to Township business.
- Worked with Lake County Building and Zoning on a variety of permitting issues.
- Implemented greater community outreach to increase donations to the food pantry.
- Actively working to pursue grants for Township projects.
- Working cooperatively with Board and Highway Commissioner to find solutions for Township and Highway Department storage and parking expansion.

**FY 2013/2014 General Assistance Statistics**

<u>Program</u>	<u># of Residents</u>
General Assistance	3
Emergency Assistance	20
Denied Both GA & EA	7
Food Pantry	798
Share the Harvest (Thanksgiving)	65
Holiday Food Baskets	14
Adopt a Family Gifts	177
Adopt a Senior Gifts	49
LIHEAP- Winter Assistance	134
LIHEAP- Summer Assistance	50
Salvation Army Funds (Mundelein area)	22
Benefit Access (RTA Pass & License Plates)	19
Safelink Phones	7
NICOR Gas Sharing (Energy Assistance)	12
PACE Northwest Demo Bus (through 12/13)	99

The Supervisor stated Nancy Lech and Herb Riedel are dedicated staff members and thanked them for their assistance and hard work during the past year.

**Assessor – No Report****Highway Commissioner**

- It was a long, hard winter and Highway Department staff worked long hours, including weekends and holidays, to keep the roads clear and safe for drivers.
- Salt supply became an issue, which required sand be added and now presents additional work for crews who are going neighborhood to neighborhood clearing sand and gravel from roads.
- Winter supplies are now being stored and routine maintenance is being done on all vehicles.
- Highway Department staff will work to assist CERT with the outfitting of their new trailer in the spring. Five spaces have been reserved for CERT volunteers during an upcoming flagging class.
- Ivanhoe Road is due to be repaved and work will begin with Stormwater Management on the section near Crossroads Restaurant.
- Commissioner Grinnell commented he does not normally carry such a large balance in the Permanent Road Fund, but that two larger projects have been on hold due to delayed permits and funds will be utilized to complete the projects as soon as they are approved.

**Discussion:**

Commissioner Grinnell answered questions from the electors.

Ray Sawvell asked if sand will be cleared from roads.

James Gaertner asked who is in charge of the intersection of Midlothian Road and Route 60/83.

Louis Bruno thanked the Highway Department for help with the recycling/shredding events.

**Clerk**

- Reorganized meeting agendas and provides the Board with supporting documents at least three days prior to board meetings
- Board packets with supporting documents are disseminated to the Board electronically and hard copies are available at all meetings
- Board meetings are recorded digitally and transcribed into minutes that correspond with the order of the meeting agenda
- Agendas and minutes are posted on the website and bulletin boards in a timely fashion
- Worked with the County Clerk's office to ensure smooth transfer of election materials for election judges in our precincts.
- Worked with the Supervisor to update and renew existing ordinances and resolutions as well as create new ordinances and resolutions as necessary
- Completed first cycle of financial reports required to be filed with the County Clerk and/or the State of Illinois.
- Also been through first cycle of filing levies for the Township and Road District Funds, and have been working on preparing the FY 2014-2015 budgets.
- The Town and Road budgets will be available for public inspection beginning April 10. They will be posted on the bulletin boards upstairs and in the meeting room and will also be posted on the website.
- The Town and Road budget public hearings will be held on Monday, May 12th at 6:45 p.m. prior to the regular monthly board meeting.

## Trustees

Trustee Shanahan stated the Board has been working together cooperatively to conduct the business of the Township.

Trustee Martin agreed with Trustee Shanahan that we have a hard working Board who have accomplished a lot over the past year, and he thanked residents for contributing to the Annual Town Meeting.

Trustee Atleson stated as a new trustee she appreciates the opportunity to contribute. She stops by the office often and has witnessed the commitment and dedication of the staff each time. She stated Nancy Lech and Herb Riedel are both assets to the Township.

Trustee Atleson noted the recent collaboration between the Township and the Village Homesteader's of Mundelein. They have volunteered to maintain the garden and create a place for community to come together to learn about growing and maintaining a garden. The fresh produce supplied by the garden is a great opportunity to feed so many who are in need. With the help of the Mundelein Village Homesteaders and many other volunteers it is hoped that many others will learn more about the science behind how gardens work. Atleson thanked the many volunteers assisting including: Alicia Dodd, Holly Kim and her family, Lindsey Shifley, Dakotah and Melissa Norton, Stacey Cronin, Alex Kvasnicka, Mike Garamoni and Diana O'Kelly who assisted last Saturday. Others are welcome to assist every Saturday in April between 9:00 a.m. and noon.

### 10. 2015 Annual Town Meeting Date and Time

- **Joe Schwan moved and Tami Forman seconded the motion to set the time and place for the 2015 Annual Town Meeting on Tuesday, April 14, 2015 at 7:00 p.m. at 22385 W. Illinois Route 60, Mundelein, Illinois. All in favor, motion carried.**

### 11. Public Comments

Rose Marie Domeny thanked Supervisor O'Kelly for working with her to explore the installation of a reverse 911 program for the unincorporated areas of Lake County. The issue is currently in front of the Lake County Board.

Ray Sawvell asked why Assessor Sullivan is not present at the Annual Town Meetings. He feels the Assessor is the one official whose work impacts each and every Township resident and that he should make it a priority to address the Electors at the Annual Town Meeting.

Pete Tekampe feels the time has come that if the Assessor cannot attend the Annual Town Meeting he should send a representative from his office to make a report.

Clerk McCann stated that if residents have an issue with any elected official, including herself, they have the right to contact that official and express their concerns.

Joe Schwan thanked the Highway Department for an excellent job keeping up with the tremendous amount of snow this winter. In his opinion, the Township roads are always better than state roads in the area. He stated the Annual Town Meeting is a grass roots platform where residents can talk directly to their elected officials and he greatly appreciates the opportunity to do so and he encouraged everyone to regularly reach out to their elected officials. Mr. Schwan also asked if the Township will have any input on the construction that due to occur on Routes 176 and 60/83.

### 12. Motion to Adjourn

- **Rose Marie Domeny moved and Mary Lou Diebold seconded the motion to adjourn the meeting at 8:25 p.m. All in favor, motion carried.**

Respectfully,

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Christina McCann, Township Clerk

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Connie Shanahan, Moderator