

Minutes Board of Town Trustees

STATE OF ILLINOIS,
COUNTY OF LAKE
TOWN OF FREMONT

The Fremont Township Board of Trustees met at 22376 W. Erhart Rd., Mundelein, IL 60060 on June 10, 2013 to conduct a **Regular Board Meeting**

PRESENT:

Diana O'Kelly	Supervisor
Christina McCann	Town Clerk
Bill Grinnell	Highway Commissioner
Trustee Atleson	Town Trustee
Trustee Forman	Town Trustee
Trustee Martin	Town Trustee
Trustee Shanahan	Town Trustee

1. CALL TO ORDER AND PLEDGE

Supervisor O'Kelly called the meeting to order at 7:30 p.m. and The Pledge of Allegiance was recited.

2. ROLL CALL

BOARD MEMBERS PRESENT - Supervisor O'Kelly, Trustee Atleson, Trustee Martin, Trustee Shanahan. Absent: Trustee Forman

ELECTED OFFICIALS PRESENT - Clerk McCann, Highway Commissioner Grinnell. Absent: Assessor Sullivan

OTHERS PRESENT – Charles Smith, Pat Stejskal, Rose Marie Domeny, Judy Hammel, Tim and Donna Cardwell, Nick Tonkery, Malia Naipo Grinnell, Glenn and Gloria Garamoni

3. PUBLIC COMMENTS

Rose Marie Domeny stated that Fremont CERT recently received funds through “Uncle Bob” at the Lake County Department of Health. She wondered if there might be additional funds available for the Township. She also asked if the Township had given any consideration to partnering with other Townships to hire a senior advocate to assist Township seniors with their needs.

LEGAL REPRESENTATION

Supervisor O'Kelly requested that agenda item 7.8 (Legal Representation) be moved ahead on the agenda to accommodate a presentation from Charles Smith, attorney at Smith, LaLuzerne & Hartman.

- **Trustee Martin moved and Trustee Atleson seconded the motion to move item 7.8 (Legal Representation) forward on the agenda. Trustee Atleson: Aye, Trustee Martin: Aye, Trustee Shanahan: Aye. Trustee Forman: Absent. Motion carried.**

Charles Smith explained that his firm employs five attorneys who concentrate primarily on municipal law. He stated that the firm will respond to requests from the Township within 24 hours, if not sooner. Mr. Smith would serve as the primary attorney; however in the event he is unavailable, one of his colleagues will meet our needs. Their rate is

\$175.00 per hour; however there was no charge for his presence at the meeting this evening; Mr. Smith entertained questions from the Board.

Trustee Atleson asked if the firm preferred to work by retainer or at an hourly rate. Mr. Smith replied that they could do whatever the Township preferred, however he recommends an hourly rate because paying a retainer could require payment for services that may not be used. There were no additional questions.

- **Trustee Martin moved and Trustee Shanahan seconded the motion to approve Smith, LaLuzerne & Hartman, LTD as legal representation for the Township. Trustee Atleson: Aye, Trustee Martin: Aye, Trustee Shanahan: Aye, Trustee Forman: Absent.**

Trustee Forman arrived at 7:38 p.m.

4. MEETING MINUTES

- 4.1 **April 8, 2013 Road Budget Hearing Minutes**
- 4.2 **April 8, 2013 Town Budget Hearing Minutes**
- 4.3 **May 13, 2013 Regular Board Meeting Minutes**

- **Trustee Shanahan moved and Trustee Martin seconded the motion to amend the minutes of the April 8, 2013 Road Budget Hearing to reflect the correct date. All in favor, motion carried.**
- **Trustee Shanahan moved and Trustee Martin seconded the motion to approve the minutes of the April 8, 2013 Road Budget Hearing, as amended, the April 8, 2013 Town Budget Hearing, and the May 13, 2013 Regular Meeting. All in favor, motion carried**

5. CORRESPONDENCE

- 5.1 Supervisor O'Kelly shared the 2013 year-to-date report from Health Reach Clinic and noted that Fremont Township residents depend on the Clinic for a variety of services including medical, dental, vision, prescriptions and more. Year-to-date, 213 Fremont Township residents have utilized their services. The average cost per patient is \$15,000.00. Fremont Township grants \$10,000.00 to Health Reach each year.

6. OLD BUSINESS

6.1 Social Service Funding Request

- **Trustee Shanahan moved and Trustee Forman seconded the motion to approve funding in the amount of \$500.00 to the University of Illinois Extension in Grayslake, IL. All in favor, motion carried.**

Discussion: Supervisor O'Kelly noted that the Extension provides programming for Township residents and provides some gardening services on Township property.

6.2 Health Insurance Renewal

- **Trustee Shanahan moved and Trustee Forman seconded the motion to renew dental/vision coverage and the health insurance policy with a \$500.00/\$1500.00**

deductible level. Trustee Atleson, Aye. Trustee Forman, Aye. Trustee Martin, Abstain, Trustee Shanahan, Aye.

Discussion: Trustee Shanahan requested the amount of the current deductible and stated he's concerned that staff at the Highway Department is already under compensated compared to other public works departments.

Hwy. Commissioner Grinnell stated the Township has saved a great deal of money since the Township changed carriers. He noted that the renewal rate will reflect a 7.6% decrease below the current rate which will provide additional savings.

Supervisor O'Kelly stated she will meet with the insurance agent again in October to review Township coverage due to mandated changes required by the Affordable Health Care Act.

7. NEW BUSINESS

7.1 2013 Prevailing Wage Ordinance

- **Trustee Shanahan moved and Trustee Martin seconded the motion to adopt the 2013 Prevailing Wage Ordinance. All in favor, motion carried.**

7.2 IMRF Resolution 6-10-13

- **Trustee Shanahan moved and Trustee Martin seconded the motion to adopt IMRF Resolution 6-10-13. All in favor, motion carried.**

Discussion: Supervisor O'Kelly noted the Resolution pertains to staff only and feels the Township should bring our benefits in line with current IMRF standards. She also suggested discussing elected official standards in the future.

7.3 CenTrust Bank Authorization

- **Trustee Shanahan moved and Trustee Forman seconded the motion approve the document from CenTrust Bank authorizing Diana O'Kelly to manage Township funds deposited at their bank. All in favor, motion carried.**

7.4 Corporate Credit Card Authorization

- **Trustee Martin moved and Trustee Shanahan seconded the motion to approve a corporate credit card for Township use. All in favor, motion carried.**

Discussion: Trustees Martin and Shanahan both asked that a procedure be put in place to provide guidance on credit card usage. Supervisor O'Kelly stated that a policy will be drafted and presented to the Board at the July meeting.

7.5 First Midwest Bank Collateralized Funds

Supervisor O'Kelly explained that all Township funds invested at Midwest Bank exceeding \$250,000.00 or higher are collateralized.

7.6 FOIA Policy

- **Trustee Shanahan moved and Trustee Forman seconded the motion to adopt the Fremont Township FOIA Policy and appoint Clerk McCann FOIA Officer for the Township. All in favor, motion carried.**

7.7 Open Meetings Act

- **Trustee Martin moved and Trustee Atleson seconded the motion to appoint Clerk McCann OMA Designee for the Township. All in favor, motion carried.**

Discussion: Clerk McCann reminded the Board that newly elected officials must complete the online Open Meetings Act training session no later than 90 days after taking the oath of office.

7.8 Legal Representation of Fremont Township

Agenda item covered above after Public Comments

7.9 July Board Meeting Date

- **Trustee Martin moved and Trustee Forman seconded the motion to change the date of the July Regular Board Meeting to July 15, 2013. All in favor, motion carried.**

Discussion: Supervisor O’Kelly requested the date for the July Regular Meeting be changed from July 8, 2013 to July 15, 2013 due to a scheduling conflict. There were no objections. Clerk McCann stated she will notify the media and post required notices regarding the meeting date change. Supervisor O’Kelly stated there had been requests to move up the time for the Regular Meetings from 7:30 p.m. to 7:00 p.m. All agreed they would prefer to begin the meetings at 7:00 p.m. to allow sufficient time to conduct the business of the Township. Clerk McCann stated she will notify the media and post required notices regarding the time that regular monthly meetings will begin.

8. COMMITTEE REPORTS

8.1 Parks

Parks Committee Chair Nick Tonkery reported that the Supervisor and Town Board should be working on preparing standardized policy requirements for liability insurance for organizations with agreements to use the parks. Supervisor O’Kelly stated she is working with TOIRMA on the matter and will have better information to report to the Board after she speaks with them this week.

The Parks Committee meeting on July 9, 2013 will be rescheduled for a later date.

Chair Tonkery stated that the Committee needs to meet to discuss potentially restructuring the committee, perhaps recruiting new members and creating a plan for future goals. Supervisor O’Kelly stated that she would like to review all Township committees, but that she needs some time in office to give an opinion.

Chair Tonkery reported that the tick problem at Ivanhoe has been addressed and the user groups have been notified. He would like to see more capital improvement at that location and that a survey for the property is needed.

Supervisor O'Kelly reported 50 tons of sand was brought in to level the playing field and that opportunities are being explored to provide irrigation. Hwy. Commissioner Grinnell reported that he is meeting with a surveyor this week.

8.2 Well and Water

Well and Water Committee Chair Connie Shanahan reported the Committee is off for the summer and their next scheduled meeting is September 25, 2013 at 7:00 p.m.

9. CERT REPORT

CERT Team Leader Pat Stejskal reported that the Team is currently undergoing a transition in leadership from Mike Atkinson to herself. She is working with familiarizing herself with Team procedures. The team Executive Committee meets tomorrow night to discuss budgeting, equipment and outreach events planned for the future. The next team meeting is July 15, 2013 at 7:00 p.m. in the lower level meeting room.

Supervisor O'Kelly reported that one of her first actions as Supervisor was to work with CERT to purchase a road worthy trailer for team use. The Parks Department was previously utilizing a 16 foot trailer that was too small to efficiently transport their equipment. That trailer was passed on to CERT and the Parks Department is now utilizing a 20 foot trailer, bought at auction, and is large enough for their needs.

CERT team member Rose Marie Domeny asked that the Township provide a consistent newsletter schedule to the Team so they can efficiently disseminate training information to local residents. In the past there have been miscommunications that resulted in the CERT Training Committee being unable to advertise training sessions which resulted in lower than normal registration numbers. Supervisor O'Kelly stated that she will work with the Team on the matter.

10. ELECTED OFFICIALS' REPORT

10.1 Assessor – No Report.

10.2 Clerk

Clerk McCann reported that in addition she attended a seminar on Township finances at Worth Township on June 6 and another hosted by the Lake County Bar Association on May 1st.

10.3 Highway Commissioner

Hwy. Commissioner Grinnell reported on the following projects:

Forest Lane: He has a meeting tomorrow morning with the stakeholders for the Forest Lane project. He anticipates approval from the Army Corps of Engineers by August and plans to begin the project in September.

Landau Lane: He has a meeting with the County and Behm Construction to discuss the project which involves boring and replacing a pipe that leads back to the swale/creek area. The project is planned to begin in another week. He has also applied for a couple of grants from the County and Stormwater Management

for funds to work on a great deal of erosion near the swale that runs behind the Robinson's house.

Lemon Road: After work on the above projects is complete, Lemon Road is due to be paved.

Chardon Road: Peter Baker and Sons will begin work on Chardon Road within the next two weeks.

Hwy. Commissioner Grinnell also reported that Dave Spencer is due to retire after 25 years with the Department. He thanked Mr. Spencer for his work with the Township Highway Department.

10.4 Supervisor's Report

Supervisor O'Kelly reported the following:

She met with TOIRMA regarding Township insurance coverage; attended two conferences; met with Mundelein High School to explore coordinating work between the two food pantries; met with Pastor Chris from Ivanhoe Congregational to discuss outreach with other churches to better inform them about local services available to indigent residents; met with Clarke Mosquito to discuss executing a new contract, and met with the Grayslake Fire Chief to discuss providing meeting space for him to hold a meeting with Saddlebrook residents who are concerned about where they can get shelter in the event of a tornado.

She also reported there have been ongoing problems with maintaining the landscaping in the 30 foot buffer zone on the perimeter of Behm Park. There is no available source of water at the Park, so dozens of shrubs and trees have died over the years. Several Saddlebrook residents have requested that the dead vegetation be removed, but because their installation was required by the County when the park was built, paper work is involved between the Saddlebrook residents and the Township.

TOIRMA informed the Supervisor that she should get a Resolution from the Board of Trustees authorizing her to pay bills presented to the Township. The Resolution will be added to the July meeting agenda.

Supervisor O'Kelly also thanked the twenty volunteers who showed up this morning to help sort through a tremendous amount of food donated through the U.S. Postal Servers food drive. She also thanked Glenn Garamoni, Pete Tekampe and the other volunteers who have helped to create and plant the vegetable garden which will provide fresh produce for our food pantry.

10.5 Trustees Report

Trustee Shanahan asked Supervisor O'Kelly for information on the services Clarke is currently providing to the Township. Supervisor O'Kelly reported that she and Trustee Martin met with Clarke and learned that they are actually providing more services than previously thought. They physically go out to monitor 77 sites within the Township and larvicide (dunk) where needed. Clarke also provides dunks to the Hwy. Department to use where needed.

Trustee Martin noted that Clarke recently sprayed for tick problems at Behm and Ivanhoe Parks. He asked that Clarke be invited to attend one of our meetings to inform the Board about the services they provide to us.

Trustee Atleson thanked Township staff for being receptive to her questions and pleasantly providing her with any information she has requested.

11. PUBLIC COMMENTS

Nick Tonkery asked if there had been any movement with the permits needed from IDNR to begin the Sylvan Lake project. Hwy. Commissioner Grinnell replied that the engineers are saying the permits will be issued and he hopes to complete the project this year.

Glenn Garamoni asked if the new pavement on Lemon Road would be ground (milled). Hwy Commissioner Grinnell replied that the top inch would be milled and reapplied.

12. EXECUTIVE SESSION

None

13. APPROVAL OF BILLS

13.1-13.4

The Town Board of Trustees reviewed the monthly disbursements and the following reports: the Fremont Township Statement of Revenue and Expenditures--Vs. Annual Budget for 04-Month (s) Ended June 30, 2013; the Fremont Township Board Audit Report from 5/14/13 to 6/10/13; and the Fremont Township Investment Report June 30, 2013.

- **Trustee Shanahan moved and Trustee Martin seconded the motion to audit and approve for payment of the:**

**Road and Bridge Fund in the amount of \$24,148.93
Permanent Road Fund in the amount of \$82,698.85
General Town Fund in the amount of \$144,110.50**

**Roll Call on Those Three Funds: Trustee Atleson, Aye; Trustee Forman, Aye;
Trustee Martin, Aye; Trustee Shanahan, Aye; Motion Carried.**

- **Trustee Shanahan moved and Chic Martin seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$5,662.23. All in favor, motion carried.**

14. ADJOURN

- **Trustee Shanahan moved and Trustee Martin seconded the motion to adjourn the meeting at 8:25 p.m. All in favor, motion carried.**

Respectfully
Christina McCann
Fremont Township Clerk

Approved: _____