

**Minutes Board of Town Trustees**

STATE OF ILLINOIS,  
 COUNTY OF LAKE,  
 TOWN OF FREMONT

**The Fremont Township Board of Trustees met at 22385 W. Illinois Route 60. Mundelein, IL 60060 on January 8, 2018 to conduct a Regular Meeting.**

Diana O’Kelly	Supervisor
Christina McCann	Town Clerk
Bill Grinnell	Highway Commissioner
Joe Herchenbach	Assessor
Jeri Atleson	Town Trustee
Tami Forman	Town Trustee
Connie Shanahan	Town Trustee
Keith Voss	Town Trustee

**1. CALL TO ORDER AND PLEDGE**

Supervisor O’Kelly called the meeting to order at 7:00 P.M.

**2. ROLL CALL**

**BOARD MEMBERS PRESENT**

Trustee Atleson, Trustee Voss, Supervisor O’Kelly

**ELECTED OFFICIALS PRESENT**

Clerk McCann, Assessor Herchenbach

**OTHERS PRESENT**

Edwin O. Sullivan, Rose Marie Domeny, Judy Hammel, Shirley Wells, Dana Krapf, Pat Stejskal

**3. PUBLIC COMMENTS**

None

**4. APPROVAL OF MINUTES**

- Trustee Atleson moved and Trustee Voss seconded the motion to approve the minutes of the December 11, 2017 Regular Meeting. All in favor, motion carried.

**5. CORRESPONDENCE**

Supervisor O’Kelly shared several thank you cards from residents thanking the township for assistance received through holiday gift programs or seniors affected by July 2017 flooding.

**6. OLD BUSINESS**

None

**7. NEW BUSINESS**

**7.1 2018 PACE Transportation Agreement**

- Trustee Atleson moved and Trustee Voss seconded the motion to adopt the 2018 PACE Transportation Agreement. All in favor, motion carried.

**7.2 Fremont Township Sexual Harassment Ordinance No. 268**

- Trustee Voss moved and Trustee Atleson seconded the motion to adopt Fremont Township Sexual Harassment Ordinance No. 268. All in favor, motion carried.

Discussion

Clerk McCann suggested the township's Ethic's Ordinance be updated.

**7.3. Resolution Recognizing Edwin O. Sullivan**

- Trustee Voss moved and Trustee Atleson seconded the motion to approve the Resolution Recognizing Edwin O. Sullivan for his years of service to Fremont Township. All in favor, motion carried.

Discussion

Ed Sullivan stated he has experienced many transitions, both at the Township and the County, during his years of service. He appreciated his staff and the stability his office has maintained throughout the years. He thanked the Board for their support and stated that he is most proud of the fact that he was able to provide his staff with the resources they need to do their work well.

**8. PARKS REPORT**

No Report

**9. CERT REPORT**

CERT Team Leader Pat Stejskal reported the following:

- December 17, many local CERTs participated in a local event with Feed My Starving Children
- In December team members were asked to help move seniors back into Mundelein apartments
- January 15, the quarterly team meeting will feature speakers from Countryside Fire Department
- 2018 Entry level CERT training begin at the township on February 14 and continue through March 21, 2018

**10. COMMUNITY GARDEN REPORT**

No Report

**11. ELECTED OFFICIALS' REPORT****Assessor**

Assessor Herchenbach reported the following:

- Transition as the new Assessor is going well
- Retired Assessor Ed Sullivan has been cooperative and very willing to assist with the transition
- Confirmed that he has a great staff willing to assist with his questions and provide information to aid with the transition
- Encouraged flood victims to report property damage to the Assessor's Office
- Initiated a process to review and analyze if there are any areas in the township that need an assessment correction

**Clerk**

Clerk McCann reported the following:

- FOIA request from Citizen Advocacy Center for information pertaining to website management
- FOIA request from Citizen Advocacy Center for information pertaining to number of full-time staff and job descriptions

**Highway Commissioner-** No Report

**Supervisor**

Supervisor O'Kelly reported the following:

- It has been a busy month, between moving seniors back into their apartments and distributing holiday dinners
- Thanked Nancy Lech for her work organizing holiday dinner and gift programs
- Highway staff repaired a pipe burst in ceiling of Administration Center
- Many community members helped with a food sort for food pantry donations collected from the community including Fremont School and Carl Sandburg School
- One hundred eighteen holiday dinners were distributed to residents in need
- Mundelein Jewel, local churches and residents contributed food items for holiday dinners

- Thanked Mundelein Jewel for their “Round-up” register donations to the food pantry
- One hundred nineteen seniors received gifts from the Adopt-a-Senior program
- One hundred ninety residents received gifts from the Adopt-a-Family program
- Thanked Highway Department staff for helping to move flood-displaced seniors displaced back into newly rehabbed apartments
- Donated ham dinners were distributed to flood- displaced seniors for the holidays
- Thanked Walgreens in Northbrook for diaper donations, some of which were shared with the Mundelein Pregnancy Center
- Lake County Clerk Carla Wyckoff contacted the Township to request a location for early voting. The only location available is the Highway Commissioner’s Office. All items will be removed to accommodate early voting at the Highway Department

**Trustees**

- Trustee Atleson mentioned that the County has fixed an error on their website listing the wrong location for early voting in Fremont Township

**12. GA/EA/FOOD PANTRY REPORT**

The following statistics were reported for the month of December 2017:

- Three (3) residents received General Assistance without medical
- One (1) resident received Emergency Assistance
- Seventy-four (74) residents received food pantry assistance
- Twenty (20) residents received assistance with LIHEAP
- One hundred (100) taxi coupons were redeemed in November 2017
- Nine (9) residents received assistance with RTA pass applications
- Three (3) residents applied for the Benefit Access Program
- Eighteen (18) residents received Diaper Bank donations
- Nine hundred twenty-four (924) food pantry distributions were made in 2017

**13. PUBLIC COMMENTS**

None

**14. APPROVAL OF BILLS**

- Trustee Atleson moved, and Trustee Voss seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of \$30,335.79, Permanent Road Fund in the amount of \$64,871.82 and General Town Fund in the amount of \$59,475.49.

**ROLL CALL: Aye: Trustee Atleson, Trustee Voss, Supervisor O’Kelly. All in favor, motion carried.**

- Trustee Voss moved, and Trustee Atleson seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$5,476.49. All in favor, motion carried.

**15. EXECUTIVE SESSION**

None

**16. ADJOURN**

- Trustee Voss moved, and Trustee Atleson seconded the motion to adjourn the meeting at 7:34 p.m. All in favor, motion carried.

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Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: February 12, 2018