

# **FREMONT TOWNSHIP BOARD MEETING AGENDA**

**Regular Board Meeting: March 5, 2018 7:00 P.M.**

**22385 W. Highway 60, Mundelein, IL 60060**

**1. CALL TO ORDER - PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

**4. APPROVAL OF MINUTES**

- Motion to approve the minutes of the February 12, 2018 Regular Board Meeting.

**5. CORRESPONDENCE**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**7.1 Supervisor's Annual Statement**

- Motion to approve FY 2017/2018 Supervisor's Annual Statement.

**7.2 2017 Annual Town Meeting Agenda**

- Motion to adopt the 2018 Annual Town Meeting Agenda.

**7.3 Board Appointment to Fill Trustee Vacancy**

- Motion to appoint \_\_\_\_\_ to fill remainder of vacant Trustee term.

**8. PARKS REPORT**

**9. CERT REPORT**

**10. COMMUNITY GARDEN REPORT**

**11. ELECTED OFFICIALS' REPORT**

- Assessor
- Clerk
- Highway Commissioner
- Supervisor
- Trustees

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

**13. PUBLIC COMMENTS**

**14. APPROVAL OF BILLS**

- Motion to Audit and approve for payment of Road and Bridge Fund in the amount of \$  
Permanent Road Fund in the amount of \$  
And General Town Fund in the amount of \$

**ROLL CALL**

- Motion to Audit and approve for payment of General Assistance Fund in the amount of \$

**15. EXECUTIVE SESSION – None**

**16. ADJOURN**

**TIME: \_\_\_\_\_**

## 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 February 12, 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 Shanahan, Trustee Voss, Supervisor O'Kelly.

#### ELECTED OFFICIALS PRESENT

Clerk McCann, Hwy. Comm. Grinnell

#### OTHERS PRESENT

Rose Marie Domeny, Judy Hammel, Pat Stejskal

### 3. PUBLIC COMMENTS

Judy Hammel thanked Highway Commissioner Grinnell and his crew for their swift response to recent snow events.

### 4. APPROVAL OF MINUTES

- Trustee Shanahan moved, and Trustee Voss seconded the motion to approve the minutes of the January 8, 2018 Regular Meeting. All in favor, motion carried.

### 5. CORRESPONDENCE

- Trustee Forman submitted a letter of resignation, stating that she can no longer serve due to moving outside of township boundaries. The Board regretfully accepted her resignation and will seek to fill the vacancy within 60 days.
- Supervisor O'Kelly received another thank you note from a resident thanking the township for assisting him with moving back into his apartment at the senior low-income housing in Mundelein.

### 6. OLD BUSINESS

None

### 7. NEW BUSINESS

#### 7.1 Funding Request - Special Recreation Association of Central Lake County (SRACLC)

- Trustee Shanahan moved and Trustee Atleson seconded the motion to approve funding in the amount of \$1000.00 for Special Recreation Association of Central Lake County (SRACLC). All in favor, motion carried.

**7.2 Budget Line Items Transfers**

- Trustee Voss moved, and Trustee Shanahan seconded the motion to adopt the Transfer of Appropriation in FY 2017/2018 Town and Road Budgets for line items detailed in the Line Item Transfer Report dated February 9, 2018.

ROLL CALL

Aye: Trustee Atleson, Trustee Shanahan, Trustee Voss. Nay: None, Absent: Trustee Forman. Motion carried.

**8. PARKS REPORT**

Trustee Shanahan reported the January 9, 2018 Parks Committee Special Meeting, called to discuss field use, was canceled due to inclement weather. The Committee will reschedule the meeting within the next couple of weeks.

**9. CERT REPORT**

CERT Team Leader Pat Stejskal reported the following:

- CERT Entry level training will take place February 14 through March 21. Sixteen (16) residents have signed up for the six-week training sessions
- On February 19, CERT will hold a presentation entitled "Preparing for Spring Weather" at the Fremont Public Library.

**10. COMMUNITY GARDEN REPORT**

No Report

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

Assessor Herchenbach reported the following:

- The process has been initiated and successful to address Assessor corrections regarding several specific neighborhoods that have shown a pattern of being over-assessed
- New computers have been installed to replace the aging units (5-6 years-old) for the Assessor, Chief Deputy Assessor and Deputy Assessor
- Met With a resident of Saddlebrook Farms and several candidates to address resident concerns regarding assessments for Saddlebrook Farms, with a clearer understanding for all that the residents of Saddlebrook Farms simply lease their spaces with the assessments billed to the land owner (Saddlebrook Farms) for land value and permanent improvements (such as garages, sun room/porch additions, sheds, etc.) to be broken down to individuals per the resident's lease agreements.
- Followed up by meeting with Larry Waco Sr., and Larry Waco Jr. (part-owners and onsite representatives for Saddlebrook Farms) to let them know that the Assessor's policy is to let Saddlebrook Farms' residents know what impact their permanent improvements have on assessments, and that any further concerns would have to be addressed by Larry Waco Jr., and to reference their lease agreements.

**Clerk**

Clerk McCann reported the following:

- Elected officials must sign the recently adopted Sexual Harassment Policy and returned to Nancy Lech
- Board must approve the Agenda for the 2018 ATM at the March 5 meeting
- Electors have until March 1, 2018 to submit ATM agenda items
- A FOIA request was received from Jake Griffin at the Daily Herald on January 26, 2018. In response to his request, over 1000 pages of electronic documents were provided detailing the following for items for fiscal years 2015, 2016 & 2017: Elected Official Reimbursements, Authorized Credit Card Holder Names, Visa Card Statements and detail to backup transactions, Home Depot Statements and detail to backup transactions, Sam's Club Statements and detail to backup transactions.
- A FOIA request was received from Janice Schnobrich seeking the following information: amount of Assessor dues paid to LCAA for FY 2016/2017, luncheon dues paid to LCAA, legal fees paid to LCAA, Lake County Board of Review or Lake County Board in relation to Chief County Assessment Officer lawsuit, LCAA By-laws, Names of LCAA Board Members & LCAA state ID number.
- Early voting at Hwy. Department begins March 5 and runs through March 17

- Ballot Box Judges for Fremont Precincts will pick up ballot materials for Election Day on Thursday March 15 & Friday March 16
- Voting Equipment for Election Day will be delivered to Township on Friday March 16 or Monday March 19

#### **Highway Commissioner**

Highway Commissioner Grinnell reported the following:

- Consistent snow falls during the past month have kept crews busy
- Running low on salt, but a delivery is due tomorrow
- Paving bids are due to go out in March

#### **Supervisor**

Supervisor O'Kelly reported the following:

- Met with Jerry Fox from Lake County Stallions regarding Behm Park field use
- Attended Ride Lake County West meeting – Avon Township is seeking to reduce the amount of funding they contribute
- Fremont Township camera club will provide photos of local interest for display at township
- MHS SEDOL students visited township to learn about services provided to residents
- Attended PACE para-transit meeting and public information meeting
- Employee handbook is being revised and will be sent to township attorney for review
- Attended LTTCS meeting and was re-elected President
- Met with Mundelein Mayor Lentz and Trustee Rekus to discuss July 2017 flooding response
- Met with County representative to discuss realignment of Fremont Center Road. A special meeting of the township electors will be required to approve the sale of township property to the County for improvements related to the project
- Received tax bill from Lake County for the cell tower located at Behm Park. Township contract calls for Sprint to pay real estate taxes
- Malware issues related to the township website have been resolved. Working with website consultant to explore changing the domain host

#### **Trustees**

- Trustee Shanahan said he would like to form a committee of two trustees to review applications for vacant trustee seat
- Trustee Atleson attended the PACE para-transit public information meeting and the Assessor's meeting with Saddlebrook Farms residents

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

The following statistics were reported for the month of January 2018:

- One (1) resident received General Assistance without medical
- Zero (0) residents received Emergency Assistance
- Seventy-three (73) residents received food pantry assistance
- There were no Liheap applications residents
- Ninety (90) taxi coupons were redeemed in November 2017
- Ten (10) residents received assistance with RTA pass applications
- Five (5) residents applied for the Benefit Access Program
- Eighteen (18) residents received Diaper Bank donations

#### **13. PUBLIC COMMENTS**

None

#### **14. APPROVAL OF BILLS**

- Trustee Shanahan moved, and Trustee Atleson seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of \$21,919.83, Permanent Road Fund in the amount of \$90,261.48 and General Town Fund in the amount of \$69,097.73.

**ROLL CALL:** Aye: Trustee Atleson, Trustee Shanahan, Trustee Voss. 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 \$6,239.76. 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 7:37 p.m. All in favor, motion carried.

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Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: March 5, 2018

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

7.1

GENERAL TOWN FUND

FUND BALANCE MARCH 1, 2017	1,428,146.80
FUNDS RECEIVED:	
PROPERTY TAX	1,197,704.37
REPLACEMENT TAX	12,875.73
INTEREST INCOME	2,844.43
MISCELLANEOUS INCOME	2,164.44
HALF-FARE TAXI PROGRAM	1,160.00
GARDEN GRANT	6,295.00
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OPENING BALANCE AND TOTAL RECEIPTS	2,651,190.77
LESS EXPENDITURES FOR FISCAL YEAR	966,281.80
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FUND BALANCE FEBRUARY 28, 2018	1,684,908.97
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Received 2/28/18

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

GENERAL TOWN FUND

FUNDS EXPENDED AND FOR WHAT PURPOSE:

ADMINISTRATION

SUPERVISOR SALARY	67,981.16
CLERK SALARY	27,067.60
HIGHWAY COMMISSIONER SALARY	79,348.07
ASSESSOR SALARY	68,610.86
BOARD OF TRUSTEE SALARY	16,801.56
TOWNSHIP PERSONNEL	80,219.69
HEALTH INSURANCE	68,287.56
FICA - EMPLOYER CONTRIBUTION	25,632.87
UNEMPLOYMENT INSURANCE	1,908.19
IMRF - EMPLOYER CONTRIBUTION	31,167.68
ACCOUNTING SERVICE	3,100.00
LEGAL SERVICE	1,365.00
POSTAGE	493.00
NEWSLETTER/CONSTANT CONTACT	4,838.87
TELEPHONE/INTERNET	2,784.95
PUBLISHING	174.80
PRINTING	257.50
TRAVEL	0.00
TRAINING	1,998.27
CERT	4,465.72
EQUIPMENT LEASE	0.00
GENERAL INSURANCE	9,664.50
PACE	4,157.79
PROGRAMS AND SERVICES	75.00
BUILDING MAINTENANCE	3,269.78
EQUIPMENT MAINTENANCE	1,789.27
WEB PAGE	890.00
DUES	1,417.66
WELL & WATER COMMITTEE	0.00
UTILITIES	2,667.46
TAXI PROGRAM	2,590.00
DOCUMENT SCANNING PROJECT	0.00
DISPOSAL SERVICE	1,543.25
MOSQUITO ABATEMENT	14,520.40
OFFICE SUPPLIES	1,385.37
OTHER PROFESSIONAL SERVICE	760.00
OPERATING SUPPLIES	2,150.25
WETLAND MITGATION - RESERVES	0.00
PURCHASE OF EQUIPMENT	339.92
BUILDING	55,214.00
LAND ACQUISITION	0.00
BUILDING MAINTENANCE-RESERVES	0.00
SOCIAL SERVICES	1,321.44



FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

GENERAL TOWN FUND

FUNDS EXPENDED AND FOR WHAT PURPOSE:

ADMINISTRATION

MISCELLANEOUS CHARGES	0.00
COMMUNITY GARDEN	2,798.33
GARDEN GRANT	4,765.47
CONTINGENCIES	0.00

TOTAL DEPARTMENT EXPENDITURES	<hr/> 597,823.24
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ASSESSOR'S OFFICE

SALARIES - ASSESSOR'S OFFICE	133,481.18
HEALTH INSURANCE	17,331.50
UNEMPLOYMENT COMP INSURANCE	2,235.61
FICA - EMPLOYER'S CONTRIBUTION	10,084.85
IMRF - EMPLOYER'S CONTRIBUTION	11,355.83
LEGAL	0.00
PUBLISHING	0.00
POSTAGE	490.00
NEWSLETTER	0.00
TELEPHONE/INTERNET	2,050.27
PRINTING	0.00
TRAVEL	1,391.53
TRAINING	2,121.05
EQUIPMENT LEASE	0.00
EQUIPMENT MAINTENANCE	275.28
VEHICLE MAINTENANCE	29.59
DUES	250.00
TERMINAL RENTAL	7,200.00
PROFESSIONAL SERVICES - IT	2,330.00
OFFICE SUPPLIES	1,624.89
PURCHASE OF EQUIPMENT	4,117.35
MISCELLANEOUS EXPENSE	0.00
CONTINGENCIES	0.00

TOTAL DEPARTMENT EXPENDITURES	<hr/> 196,368.93
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PARKS AND RECREATION

SALARIES	81,383.21
HEALTH INSURANCE	13,132.95
UNEMPLOYMENT INSURANCE	700.00
SS/MEDICARE-EMPLOYER CONT.	6,142.69



FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

GENERAL TOWN FUND

FUNDS EXPENDED AND FOR WHAT PURPOSE:

PARKS AND RECREATION

IMRF-EMPLOYER CONTRIBUTION	7,788.49
PARK MAINTENANCE	25,146.85
PROFESSIONAL SERVICES	110.00
EQUIPMENT MAINTENANCE	5,089.93
BUILDING MAINTENANCE	2,426.13
UTILITIES	4,919.61
DISPOSAL SERVICE	2,192.06
PORTABLE TOILET	208.72
SUPPLIES	2,692.64
TOOLS	2,345.72
UNIFORMS	172.00
IRRIGATION MAINTENANCE	384.63
FUEL	1,892.05
EQUIPMENT RENTAL	2,288.75
PURCHASE OF EQUIPMENT	6,679.64
BEHM PARK DEVELOPMENT	6,393.56
IVANHOE PARK DEVELOPMENT	0.00
EQUIP. RESERVES - CONTINGENCIES	0.00

TOTAL DEPARTMENT EXPENDITURES 172,089.63

TOTAL FUND EXPENDITURES 966,281.80

*Diana O'Kelly*  
Supervisor  
FREMONT TOWNSHIP

Subscribed and sworn to before this 28 day of Feb, 2018



*Christina McCann*  
Notary Public

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

GENERAL ASSISTANCE

FUND BALANCE MARCH 1, 2017	271,968.92
FUNDS RECEIVED:	
PROPERTY TAX	1,006.00
INTEREST INCOME	224.21
MISCELLANEOUS INCOME	0.00
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OPENING BALANCE AND TOTAL RECEIPTS	273,199.13
LESS EXPENDITURES FOR FISCAL YEAR	85,575.95
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FUND BALANCE FEBRUARY 28, 2018	187,623.18
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FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

GENERAL ASSISTANCE

FUNDS EXPENDED AND FOR WHAT PURPOSE:

SALARIES	38,610.78
HEALTH INSURANCE	8,669.17
UNEMPLOYMENT COMP INSURANCE	372.60
FICA - EMPLOYER'S CONTRIBUTION	2,953.90
IMRF - EMPLOYER'S CONTRIBUTION	3,691.95
POSTAGE	444.00
TELEPHONE/INTERNET	1,800.99
PUBLISHING	0.00
PRINTING	0.00
TRAVEL	0.00
TRAINING	72.10
GENERAL INSURANCE	3,000.00
EQUIPMENT MAINTENANCE	275.28
UTILITIES	1,252.08
OTHER PROFESSIONAL SERVICES	1,500.00
NEWSLETTER	3,500.00
WEB PAGE	0.00
OFFICE SUPPLIES	662.48
OPERATING SUPPLIES	0.00
PURCHASE OF EQUIPMENT	0.00
MISCELLANEOUS EXPENSE	0.00
CONTINGENCIES	0.00
PHYSICIAN SERVICE	0.00
HOSPITAL - IN PATIENT	0.00
HOSPITAL - OUT PATIENT	0.00
PRESCRIPTIONS	0.00
DENTAL SERVICE	0.00
OTHER MEDICAL EXPENSE	0.00
FUNERAL & BURIAL SERVICE	0.00
SHELTER	8,120.89
CLIENT UTILITIES	6,713.91
FUEL	25.00
FOOD	300.00
PERSONAL INCIDENTALS	173.91
HOUSEHOLD INCIDENTALS	465.00
MISC HOME RELIEF EXPENSE	611.91
CATASTROPHIC MEDICAL INSURANCE	2,360.00
SOCIAL SERVICES / ERIE HEALTH	0.00
TOTAL DEPARTMENT EXPENDITURES	<hr/> 85,575.95
TOTAL FUND EXPENDITURES	<hr/> <hr/> 85,575.95

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

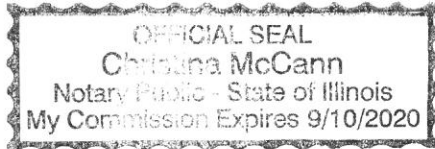
FEBRUARY 28, 2018

Deane O'Kelly

Supervisor  
FREMONT TOWNSHIP

Subscribed and sworn to before this 28 day of Feb, 2018.

Christina McCann  
Notary Public



FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

ROAD & BRIDGE

FUND BALANCE MARCH 1, 2017	290,829.44
FUNDS RECEIVED:	
PROPERTY TAX	175,426.74
REPLACEMENT TAX	13,781.56
SSA - IVANHOE	10,999.90
INTEREST INCOME	127.27
MISCELLANEOUS INCOME	5,917.88
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OPENING BALANCE AND TOTAL RECEIPTS	497,082.79
LESS EXPENDITURES FOR FISCAL YEAR	256,170.91
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FUND BALANCE FEBRUARY 28, 2018	240,911.88
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FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

ROAD & BRIDGE

FUNDS EXPENDED AND FOR WHAT PURPOSE:

ADMINISTRATION

LEGAL SERVICES	41.00
POSTAGE	0.00
TELEPHONE/INTERNET	6,275.17
PUBLISHING	110.40
PRINTING	0.00
TRAVEL	0.00
TRAINING	578.10
DRUG TESTING	1,060.00
GENERAL INSURANCE	12,664.50
DUES	545.00
J.U.L.I.E.	2,224.09
WEATHER SATELLITE	1,750.00
SUBSCRIPTIONS	0.00
OFFICE SUPPLIES	627.38
OPERATING SUPPLIES	1,013.42
MISCELLANEOUS SUPPLIES	0.00
BOTTLED WATER	1,100.00
EQUIPMENT	2,666.49
MUNICIPAL REPLACEMENT TAX	2,424.15

TOTAL DEPARTMENT EXPENDITURES	<hr/> 33,079.70
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MAINTENANCE DIVISION

UNIFORMS	3,382.70
BUILDING MAINTENANCE	44,498.77
EQUIPMENT MAINTENANCE	69,460.08
MAINTENANCE SUPPLIES - BRIDGE	0.00
ENGINEERING SERVICE	1,525.25
UTILITIES	6,276.75
RENTALS	0.00
INTERSECTION LIGHTS	17,920.07
DISPOSAL SERVICE	1,376.93
OPERATING SUPPLIES	799.85
SMALL TOOLS	6,702.08
FUEL/OIL	2,023.87
SIGNS & ROAD STRIPING	17,832.07
BUILDING	0.00
EQUIPMENT	47,831.87
BUILD. MAINT. - RESERVES	0.00
MISCELLANEOUS EXPENSE	0.00
SSA - IVANHOE	3,460.92

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

ROAD & BRIDGE

FUNDS EXPENDED AND FOR WHAT PURPOSE:

MAINTENANCE DIVISION

CONTINGENCIES

0.00

TOTAL DEPARTMENT EXPENDITURES

223,091.21

TOTAL FUND EXPENDITURES

256,170.91

*Diana O'Kelly*

Supervisor  
FREMONT TOWNSHIP

Subscribed and sworn to before this 28 day of Feb, 2018



*Christina McCann*  
Notary Public



FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

PERMANENT ROAD

FUND BALANCE MARCH 1, 2017	472,168.13
FUNDS RECEIVED:	
PROPERTY TAX	1,233,523.22
INTEREST INCOME	5,558.17
MISC. INCOME	240.00
GRANT	15,000.00
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OPENING BALANCE AND TOTAL RECEIPTS	1,726,489.52
LESS EXPENDITURES FOR FISCAL YEAR	1,225,492.77
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FUND BALANCE FEBRUARY 28, 2018	500,996.75
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FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

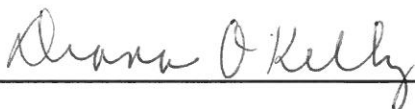
PERMANENT ROAD

FUNDS EXPENDED AND FOR WHAT PURPOSE:

SALARIES	270,942.54
HEALTH INSURANCE	82,268.37
UNEMPLOYMENT COMP. INSURANCE	396.20
FICA - EMPLOYER'S CONTRIBUTION	20,665.93
IMRF - EMPLOYER'S CONTRIBUTION	25,505.65
ROAD MAINTENANCE	56,887.79
ENGINEERING SERVICE	38,537.87
RENTALS	391.00
ENVIRONMENTAL MAINTENANCE	15,032.50
TREE TRIMMING/REMOVAL	8,155.00
SNOW REMOVAL SUPPLIES	69,388.34
OPERATING SUPPLIES	0.00
FUEL/OIL	21,150.65
EQUIPMENT LEASE	102,334.42
IMPROVEMENT OF ROADS	484,269.97
EQUIPMENT	29,566.54
GRANT EXPENSES	0.00
MISCELLANEOUS EXPENSES	0.00
CONTINGENCIES	0.00

TOTAL DEPARTMENT EXPENDITURES	<u>1,225,492.77</u>
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TOTAL FUND EXPENDITURES	<u><u>1,225,492.77</u></u>
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Supervisor  
FREMONT TOWNSHIP

Subscribed and sworn to before this 28 day of Feb -, 2018

  
Notary Public

FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

FOOD PANTRY

FUND BALANCE MARCH 1, 2017	98,225.48
FUNDS RECEIVED:	
FOOD PANTRY DONATIONS	21,277.75
GARDEN DONATION	800.00
HOLIDAY PROGRAMS DONATION	2,200.00
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OPENING BALANCE AND TOTAL RECEIPTS	122,503.23
LESS EXPENDITURES FOR FISCAL YEAR	40,734.06
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FUND BALANCE FEBRUARY 28, 2018	81,769.17
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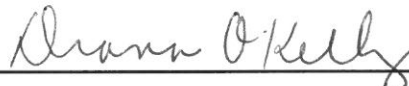
FREMONT TOWNSHIP  
SUPERVISOR'S ANNUAL STATEMENT

FEBRUARY 28, 2018

FOOD PANTRY

FUNDS EXPENDED AND FOR WHAT PURPOSE:

FOOD PURCHASE	37,005.66
LIVESTOCK PROCESSING	1,243.40
GARDEN EXPENSES	0.00
HOLIDAY PROGRAMS EXPENSES	2,485.00
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TOTAL DEPARTMENT EXPENDITURES	40,734.06
TOTAL FUND EXPENDITURES	40,734.06
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Supervisor  
FREMONT TOWNSHIP

Subscribed and sworn to before this 28 day of Feb, 2018

  
\_\_\_\_\_  
Notary Public

**FREMONT TOWNSHIP 2018 ANNUAL TOWN MEETING AGENDA****APRIL 10, 2018 7:00 P.M.****22385 W. Highway 60, Mundelein, IL 60060****1. CALL TO ORDER - PLEDGE OF ALLEGIANCE/INTRODUCTION OF TOWNSHIP OFFICIALS AND GUESTS****2. NOMINATION OF MODERATOR****3. ELECTION OF MODERATOR AND MODERATOR'S OATH OF OFFICE****4. APPROVAL OF MINUTES**

- Motion to approve the minutes of the 2017 Annual Town Meeting.

**5. PUBLIC COMMENTS****6. SUPERVISOR'S ANNUAL FINANCIAL REPORT**

Copies of the Supervisor's Annual Financial Statement are available at the entrance.

- Motion to approve Supervisor's FY 2017/2018 Financial Report for all funds.

**7. OLD BUSINESS**

- Park's Committee Report – Dan Prezell
- CERT Team Report – Pat Stejskal
- Community Garden Report – Alicia Dodd

**8. NEW BUSINESS****9. ELECTED OFFICIAL REPORTS**

- Supervisor
- Assessor
- Highway Commissioner
- Clerk
- Trustees

**10. 2019 ANNUAL TOWN MEETING DATE AND TIME**

- Motion to set date and time for the 2019 Annual Town Meeting at 7:00 p.m. on April 9, 2019 at the Fremont Township Administration Center at 22385 W. Highway 60, Mundelein, Illinois.

**11. PUBLIC COMMENTS****12. MOTION TO ADJOURN**

- Motion to adjourn the 2018 Annual Town Meeting at \_\_\_\_\_ P.M.

**Patricia Anne Stejskal**  
**213 N. Fairlawn**  
**Mundelein, IL 60060**  
**(847) 949-5461**

**patstejskal@juno.com**

### **Summary of Qualifications**

Dedicated, goal-oriented professional with extensive educational, training and program development experience in higher education and not-for-profit sector. Excellent administrative, organizational, planning and communication skills in the management of projects and teams. Enthusiastic and self-motivated with proven ability to build and maintain strong community and collegial relationships.

### **Professional Experience**

**MCHENRY COUNTY COLLEGE, Crystal Lake, IL** 2003-present

**Director of Institutional Effectiveness (2011-present)**

**Acting Executive Director of Institutional Effectiveness (2009-2011)**

**Director of Professional Development (2009-2011)**

**Interim Director, Distance Education & Professional Development (2008-2009)**

**Coordinator of Employee Training & Development (2003-2009)**

Provide direction and leadership for Professional Development and Continuous Improvement with regard to planning, budgeting, program management and daily office operations in conjunction with college accreditation, initiatives and strategic goals.

- Oversee the areas of Professional Development, Accreditation, Continuous Improvement, and Sustainability as it relates to the institutional effectiveness of the campus community.
- Serve as the liaison to the Higher Learning Commission to ensure accreditation via the Academic Quality Improvement Program (AQIP).
- Develop, market and deliver the professional development curriculum for soft skill training areas and technology for all employee groups utilizing a variety of instructional methods.
- Coordinate and maintain records for mandated compliance training including Sexual Harassment, Ethics and FERPA.
- Create, recruit and train the Campus Response Team to aid in safe and efficient emergency facility evacuation.

**AMERICAN RED CROSS OF GREATER CHICAGO, Chicago, IL** 1984-2003

**Community Outreach Manager, Community Services (2002-2003)**

**Youth Education Manager (1999-2002)**

**Acting General Manager (1998-1999)**

**Community Coordinator, Mundelein and McHenry (1996-1999)**

**Aquatic Coordinator (1990-1996)**

**Community Health Education & Safety Services Field Representative (1984-1990)**

Over eighteen years of experience in health and safety education and community outreach, being promoted to progressively higher levels of responsibility within the organization.

- Direct management of several hundred paid and volunteer staff—ability to build strong teams and encourage and motivate them to exceed expectations, ahead of projected schedule and under estimated budget.
- Managed \$250,000 budget including private grants and United Way funds to develop and maintain innovative youth programs.
- Actively participated in chapter-wide strategic planning and business plans.
- Initiated and maintained proactive relationships with schools, park districts, community-based organizations and corporations.

**MORRISON CHRISTIAN ACADEMY, Taichung, Taiwan**

1981-1984

**Physical and Health Educator/Athletic Coach (K-12)**

Lived and taught at secondary school in Taichung, Taiwan, Republic of China.

**ARGO COMMUNITY HIGH SCHOOL, Summit, IL**

1977-1981

**Physical and Health Educator/Athletic Coach (9-12)**

Provided education in the areas of nutrition, fitness and wellness.

### **Education**

**Master of Arts in Organizational Leadership, 2013.**

Judson University, Elgin, IL.

**Bachelor of Science. Education. Concentration in Physical Education & Health Education.**

Illinois State University, Normal, IL.

### **Volunteerism**

**Gracepointe Church, Mundelein, IL**

Board of Overseers

Missions Trip Leader

Children's Ministries

First Impressions Team

**Community Emergency Response Team, Fremont Township**

Team Member (2010-present)

Team Leader (2013-present)

Train-the-Trainer Course (January, 2014)

### **References**

Furnished upon request.