

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 March 11, 2019 to conduct a Regular Meeting.

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

1. CALL TO ORDER AND PLEDGE

Supervisor O’Kelly called the meeting to order at 6:30 P.M.

2. ROLL CALL

BOARD MEMBERS PRESENT

Trustee Atleson, Trustee Shanahan, Trustee Stejskal, Trustee Voss, Supervisor O’Kelly.

ELECTED OFFICIALS PRESENT

Clerk McCann, Highway Commissioner Grinnell, Assessor Herchenbach

OTHERS PRESENT

Herb Riedel, Mike Nelson, Alicia Dodd, Caitlin Burke (Gewalt Hamilton)

3. PUBLIC COMMENTS

None

4. APPROVAL OF MINUTES

- Trustee Voss moved, and Trustee Shanahan seconded the motion to approve the minutes of the February 4, 2019 Regular meeting. All in favor, motion carried.

5. CORRESPONDENCE

Saddlebrook Quilters donated \$500.00 from their winter/spring fundraisers to support the food pantry.

6. OLD BUSINESS

None

7. NEW BUSINESS

7.1 MS4 Presentation

- Caitlin Burke from Gewalt Hamilton reviewed the process for monitoring township stormwater discharge and preparing the state-mandated documentation for stormwater discharge
- Burke stated there are no outstanding issues and if problems are identified, the township is notified.
- Fremont Township’s 2019 Annual Report will be available and filed with the State in June
- Gewalt is required to report to the Board of Trustees annually on the status of township stormwater discharge.

7.2 Supervisor’s Annual Statement

- Trustee Shanahan moved and Trustee Stejskal seconded the motion to approve the FY 2018/2019 Supervisor’s Annual Statement. All in favor, motion carried.

7.3 2019 Annual Town Meeting Agenda

- Trustee Voss moved and Trustee Stejskal seconded the motion to adopt the 2019 Annual Town Meeting Agenda. All in favor, motion carried.

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Discussion

Supervisor O’Kelly stated there were no requests from the electors to add items to the Annual Town Meeting agenda.

7.4 Administrative Center Steel Door Bids

- Trustee Voss moved and Trustee Stejskal seconded the motion to accept bid from Elite Door in the amount of \$11,845.37 to install steel exit doors at the front stairwell exit and lower level fire exit.

Discussion

Supervisor O’Kelly and Building Manager Herb Riedel stated both doors are deteriorating due to rust and corrosion.

ROLL CALL

Aye: Trustee Atleson, Trustee Shanahan, Trustee Stejskal, Trustee Voss

Nay: None.

All in favor, motion carried.

7.5 Administrative Center Access Control/Camera System Bids

- Trustee Shanahan moved and Trustee Stejskal seconded the motion to accept bid #3342 in the amount of \$7394.00 and bid #3363 in the amount of \$11,750.00 from Tri-Tel Technical Service to install a keyless access control system and a camera system at the township administrative center.

Discussion

The consensus of the Board is to purchase the option for an 8-door system in order to allow for expansion.

ROLL CALL

Aye: Trustee Atleson, Trustee Shanahan, Trustee Stejskal, Trustee Voss

Nay: None.

All in favor, motion carried.

8. PARKS REPORT

- Parks crew getting ready to replace bulbs at Ivanhoe Park
- Behm Park restrooms will open April 1st
- Crews are doing pond irrigation maintenance at Behm Park
- A controlled burn will be conducted within the next month at Behm Park. A “burn boss” will be hired to instruct certified crew on best practices during the first couple of burns. Park neighbors will be notified by letter when the burn dates will occur

9. CERT REPORT

Cert Team Leader Pat Stejskal reported the following:

- Quarterly team meeting included a presentation on suicide prevention
- CERT spring training sessions cancelled due to low enrollment
- Another team member will attend Train the Trainer sessions
- WRLR presented "CERT Presents" with awards for community outreach efforts

10. COMMUNITY GARDEN REPORT

Garden Manager Alicia Dodd reported the following:

- Preparation is beginning for spring planting
- Finishing work on ComEd grant
- CLC classes have been out to assist with garden chores

11. ELECTED OFFICIALS' REPORT**Assessor**

Assessor Herchenbach reported the following:

- Software conversion is complete, and new system is operating well
- Hosted first training session for other township assessors
- Encouraged to see township assessors working together through the conversion

Clerk

Clerk McCann reported the following:

- Replied to FOIA request from SmartProcure Inc. to provide vendor payments from September 26, 2018 through present
- Highway Commissioner Annual Report has been filed and will be available online
- Supervisor's Annual Statement will be posted and will be available online

Highway Commissioner

Highway Commissioner Grinnell reported the following:

- MFT bid opening is on 3/12/19
- Salt supplies are holding up
- Sylvan Lake project is finally moving forward, obtaining easements and working with HOA

Supervisor

Supervisor O'Kelly reported the following:

- Rules of the Road Class held at township
- Applied to be a SHIP location
- Attended West Shore Park HOA meeting, supervisor's luncheon, housing authority meeting, Lake County Leaders Summit, Service Point meeting with Lake County Community Development, Stormwater Management meeting, WRLR awards ceremony,
- Met with camera security representatives from Tri-Tel Technical Services
- Met with Pastor Kris to discuss community initiatives,
- Burn notifications will be mailed to Behm Park neighbors
- Early voting in community room starts March 18
- Reviewed IMRF funding
- Budget preparation is underway and must be posted 30 days prior to adoption
- Community Representatives will meet on 3/12/19 to discuss Refuse Hauling process

Trustees

None

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for February 2019:

- No EA Clients received assistance
- Sixty-one (61) residents received food pantry assistance
- Six (6) residents applied for Liheap assistance
- Four (4) residents received assistance with RTA pass applications
- Two (2) resident applied for the Benefit Access Program
- Twelve (12) Diaper Bank donations to residents

13. PUBLIC COMMENTS

None

14. APPROVAL OF BILLS

- **Trustee Stejskal moved, and Trustee Voss seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of \$19,542.11, Permanent Road Fund in the amount of \$223,284.40 and General Town Fund in the amount of \$59,997.10.**

ROLL CALL: Aye: Trustee Atleson, Trustee Shanahan, Trustee Stejskal, Trustee Voss. Nay: None. All in favor, motion carried.

- **Trustee Stejskal moved, and Trustee Shanahan seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$7,741.06. All in favor, motion carried.**

15. EXECUTIVE SESSION

None

16. ADJOURN

- **Trustee Voss moved, and Trustee Shanahan seconded the motion to adjourn the meeting at 7:33 p.m. All in favor, motion carried.**

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: April 9, 2019