

Minutes Board of Town Trustees

STATE OF ILLINOIS,
COUNTY OF LAKE,
TOWN OF FREMONT

The Fremont Township Board of Trustees met for a Regular Meeting on May 11, 2020. Due to Covid-19 pandemic, the meeting was hosted on the Zoom digital platform and public access link was posted on the township website.

Diana O’Kelly	Supervisor
Christina McCann	Town Clerk
Alicia Dodd	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, Commissioner Dodd, Assessor Herchenbach

OTHERS PRESENT

Herb Riedel, Rose Marie Domeny

3. APPROVAL OF MINUTES

- Trustee Voss moved, and Trustee Stejskal seconded the motion to approve the minutes of the April 14, 2020 Regular Meeting. All in favor, motion carried.

Discussion

Trustee Stejskal requested the April 14, 2020 CERT Report clarify that face masks only were donated to the Cancer Center.

4. CORRESPONDENCE

None

5. OLD BUSINESS

Supervisor O’Kelly stated the Township and County have agreed on a negotiated price for the sale of township land required for intersection improvements at Fremont Center Rd., and Rt. 60.

6. NEW BUSINESS

None

7. PARKS REPORT

Parks Manger Herb Riedel submitted the following report:

- Parks remain closed. Lots of people using walking paths at Behm Park either for exercise or for their pets. We are keeping the gates closed forcing people to park in the cul-de-sac on Behm Park Ln. Restrooms remain closed due to the Governors orders. County Health Department has asked us to move forward with our well chlorination and water tests anyway so I will get on that within the next couple weeks. If the governor extends the "Stay at Home" and keeps the parks closed, we will most likely decide not to bring our one seasonal employee back this year. This will have a cost savings of

approx. \$20,000. or so to the township. Nancy and I have been discussing that this decision should be made in early June to be fair to the seasonal employee.

- Township has been asked about the opening of the Pickle Ball courts. I have even seen people come to the Park and walk down to the courts to check and see if the nets are installed. I do not see any safe, legal way to open these courts for play. I feel that it would place liability on the township.
- We have been really busy the last week with the field renovation that I mentioned at last month’s board meeting. The reno was completed today. We have approx. 70-man hours into the reno. I am still waiting for some final invoicing, but I believe that the project came in under budget. I had budgeted \$20,000 for this project.

Material for Small Field Reno	\$ 12,087.30
Contractor fee for Laser Grading w/ prevailing wage	\$ 4,673.20
Roller Rental	<u>\$1,000.00</u>
	\$ \$17,760.50

- I have emailed all of you pictures of the project just in case that you are interested in viewing. I was having some troubles with personal emails, so please check your Gmail if interested.
- I am hoping that in the future, I will not need to pay for the laser grading services. Working hand in hand with the contractor has taught me some tricks but most importantly, reassures me that I can do this task myself. We do have (2) additional baseball fields that need this reno so hopefully I can save some money on the contracting part. The (2) remaining fields are also larger in size.
- We are also mowing grass every day. Our first round of fertilizer needs to go down within the next week or so. Currently busy trying to mow the sides of the roads for the highway department as well. Big thanks need to go out to Ela Township for allowing us to use their (Boom Mower). This machine is allowing us to mow the roadsides without ever leaving the road. This is perfect for springtime mowing due to the ditches being extremely wet.
- Mosquito dunks have been acquired. I was able to get (2) free cases from the Health Department again this year, leaving us the need to purchase (2) additional cases from Clark Industries. My discussions with Alana from the Health Dept. conclude that we will try and applicate the townships catch basins in early June barring extremely rainy weather.
- Lastly, relative to the Administration Center, I will be emailing the contractor that coated the sidewalks to setup a meeting to discuss damage to the front application. It appears that the clear coat is coming off, and cracks are re appearing underneath the coating as well. Will be in touch on this issue.

8. CERT REPORT

CERT Leader Pat Stejskal reported the following:

- Fremont CERT held a safe, creative and socially distanced meeting on Wednesday, May 6 in the lower parking lot at the township. Nine members attended for brief updates, four of them being graduates of our most recent training class.
- “CERT Presents” on WRLR (98.3FM) is broadcasting live twice daily M-F (12-1pm and 6-7pm) with info and guest speakers specific to the pandemic. Supervisor O’Kelly was a recent guest.

9. COMMUNITY GARDEN REPORT

Garden Manager Alicia Dodd reported the following:

- Two weeks ago, extra plants were offered to the community. The event was well attended.
- Picked up plants from CLC
- Hoping to start planting in the garden tomorrow

10. ELECTED OFFICIALS’ REPORT

Assessor

Assessor Joe Herchenbach reported the following:

- County mailed tax bills
- Tax rates in most township areas have declined
- There is talk the County will delay due date for June 2020 property tax payments.

- The office remains open and appointments are scheduled for necessary in-person visits
- Plexiglass shields have been installed at service counters
- Talked to HVAC contractor about separating HVAC thermostat sections in order to better control the climate in the assessor's office

Clerk

Clerk McCann Reported the Following:

- Budget Hearings rescheduled for Thursday, May 28 at 6:15 and 6:25 p.m.
- Next board meeting scheduled for June 8. Anticipate it will fall under Phase 2 of the re-opening plan which limits crowd size to 10 people or less. Requesting feedback from the board if it wants to continue holding meetings via Zoom or in person with social distancing protocols in place.
- Working to locate, organize and digitally file all ordinances, resolutions and policies adopted by previous highway commissioners. The records will be stored in OneDrive folders shared with Alicia and Herb
- Sexual Harassment Policy must be updated next month to reflect a mechanism for elected officials to report sexual harassment.

Highway Commissioner

Highway Commissioner Alicia Dodd reported the following:

- Communicating with CDM Smith and Campanella about making repairs to road and right of way after JAWA project
- Crew has been busy with lower cost projects such as repairing plow damage, shouldering, roadside work
- Decided to postpone paving until next spring since our budget is so tight and revenues unknown. The 2020 Paving bid will be honored through June 2021.
- Replaced culvert on Trinity and 60/83 because IDOT would not take ownership
- Erhart Rd. culvert continues to be a problem. In communication with lawyer and engineer to find a solution
- Repair to well tank on Fremont Ave. is complete
- Ivanhoe Estates will be utilizing SSA funds to complete paving this year
- Took delivery of Mack truck ordered last fall

Sylvan Lake Dam

- Dam was inspected last week
- Waiting for inspection report to quote dam insurance

Supervisor

Supervisor O'Kelly reported the following:

- Installation of the new fire panel is completed
- Food pantry use up 400% and community donations have been incredible
- New accounting software should be live by July 1st

Trustees

- Trustee Atleson requested township policies be reviewed to determine if any need updated. Atleson thanked Assessor Herchenbach for his hard work during the tax cycle. Trustee Atleson also referred residents to the township caseworker.
- Trustee Shanahan attended a Zoom meeting with the Lake County Health Department on Covid-19. To date there are 270 virus cases in the County, 164 deaths (107 from long term care facilities such as nursing homes) and 19,852 people have been tested.

11. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for April 2020

- Currently no residents on general or emergency assistance
- One hundred two (102) residents received food pantry assistance
- Four (4) LIHEAP applications processed
- No RTA Passes processed

- Sixteen (16) Diaper Bank donations for residents

12. PUBLIC COMMENTS

None

13. APPROVAL OF BILLS

- **Trustee Voss moved, and Trustee Shanahan seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of \$9286.57, Permanent Road Fund in the amount of \$49,824.85 and General Town Fund in the amount of \$85.290.43.**

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

- **Trustee Shanahan moved, and Trustee Atleson seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$6943.54. All in favor, motion carried.**

14. EXECUTIVE SESSION

None

15. ADJOURN

- **Trustee Stejskal moved, and Trustee Shanahan seconded the motion to adjourn the meeting at 7:21 p.m. All in favor, motion carried.**

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: June 8, 2020