

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: July 13, 2020 at 6:30 P.M.

22385 W. Highway 60, Mundelein, IL 60060

Location: Lower Level Community Room

Zoom Public Access Link: <https://us02web.zoom.us/j/84254834617>

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. PUBLIC COMMENTS

4. APPROVAL OF MINUTES

- Motion to approve the minutes of the June 8, 2020 Regular Board Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Review Executive Session Minutes from January 13, 2020

- Motion to hold/release Executive Session Minutes from January 13, 2020

7.2 2020 Annual Town Meeting Agenda

- Motion to approve the agenda for the August 10, 2020 Annual Town Meeting.

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 **\$6,479.31**
Permanent Road Fund in the amount of **\$172,197.00**
And General Town Fund in the amount of **\$84,808.68**

ROLL CALL

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$4,696.99**

15. EXECUTIVE SESSION

16. ADJOURN

TIME: _____

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 June 8, 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.

<u>Diana O’Kelly</u>	Supervisor
<u>Christina McCann</u>	Town Clerk
<u>Alicia Dodd</u>	Highway Commissioner
<u>Joe Herchenbach</u>	Assessor
<u>Jeri Atleson</u>	Town Trustee
<u>Connie Shanahan</u>	Town Trustee
<u>Patricia Stejskal</u>	Town Trustee
<u>Keith Voss</u>	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

Parks Manager Riedel

3. APPROVAL OF MINUTES

- Trustee Voss moved, and Trustee Stejskal seconded the motion to approve the minutes of the May 11, 2020 Regular Meeting. All in favor, motion carried.
- Trustee Voss moved, and Trustee Stejskal seconded the motion to approve the minutes of the May 28, 2020 Public Hearing to adopt the Fremont Township Budget & Appropriations Ordinance No. 277. All in favor, motion carried.
- Trustee Voss moved and Trustee Stejskal seconded the motion to approve the minutes of the May 28, 2020 Public Hearing to adopt the Fremont Township Budget & Appropriations Ordinance No. 278. All in favor, motion carried.

4. CORRESPONDENCE

None

5. OLD BUSINESS

6. NEW BUSINESS

6.1 Ordinance No. 6-8-2020 – Amendment to Sexual Harassment Policy

- Trustee Voss moved and Trustee Stejskal seconded the motion to adopt Ordinance No. 6-8-2020, An Ordinance adopting an amended Policy to prohibit sexual harassment in the Township of Fremont, Lake County, Illinois. All in favor, motion carried.

Discussion

Sexual Harassment Policy is being amended to reflect a reporting mechanism for elected officials.

7. PARKS REPORT

Parks Manger Herb Riedel submitted the following report:

- Worked with Toirma to make sure that the Township would be in compliance with Phase 3 of Restore Illinois.
- Toirma has been very clear that if the Township did not follow the Phase 3 guidelines that our insurance coverage could be in jeopardy. The Township followed these guidelines by posting signs in the appropriate places. Supervisor O'Kelly worked with the Lake County sign shop to have the appropriate signs made.
- We also worked with our user groups to make sure that they understood that the Township was not going to be the enforcer of these guidelines, but in fact, the user group themselves were. Every player signed waivers, and every user group signed waivers releasing the Township of any liability.
- The restrooms are checked and cleaned and disinfected multiple times each day as needed. Currently there is very little restroom use.
- Two out of three pickle ball courts open for play. We have signs posted limiting play to 1 on 1. This has not made residents very happy. The Township office and I have received phone calls, and emails asking us why we are mandating this.
- Currently we only have the Lake County Lightning and the Mundelein Soccer using our facilities. The MBSA is hoping to start in a week or so. The Lake County Stallions are a little further out than that I believe.
- We've been doing lots of grass mowing. I have hauled over 30 cubic yards of grass clipping to our recycle site already this year. It's the most that we have ever done to this point of a season.
- Currently prepping Ivanhoe Field for use
- Health Department is expected to test water at Behm on Thursday of this week.
- Worked with the Hwy Dept. and Weidner septic to have the Highway Dept. septic tank pumped.
- Parks and Hwy Dept are getting ready to send some items to auction. Riedel inquired if the Board had any objection to auctioning the basketball goal.

8. CERT REPORT

No report

9. COMMUNITY GARDEN REPORT

Garden Manager Alicia Dodd reported the following:

- Garden is 85% planted
- Did extensive bed prep to prepare for intense rainfalls
- Had numerous volunteers assisting with garden duties
- Shared many native plants with a very grateful community
- Part-time employee Char, who has been helping me for four years, has been a wonderful help this spring and will be taking the lead on the Tuesday morning harvests.

10. ELECTED OFFICIALS' REPORT

Assessor

Assessor Joe Herchenbach reported the following:

- Two staff computers hit with ransomware. IT tech has wiped clean and installed new software.
- Deputy Assessor getting a new computer with Zoom capabilities
- Very busy in the office due to senior tax freeze appointments
- On track to publish new blue cards by end of June

Clerk

Clerk McCann Reported the Following:

FOIA's

- SWPPP (Senior Public Works Engineer) requested copy of our 2020 NDPES Annual Report
- Private firm requesting contracts, invoices, maintenance fees for office copy machines

Annual Town Meeting

Governor Pritzker signed HB 2096 outlining regulations for holding township Annual Town Meetings which include two options:

Option 1 - ATM can be held during the existing disaster proclamation on the 3rd Tuesday of July (July 21) providing:

- Board votes at Special Meeting to determine date of ATM
- Written approval is received from local health department
- Notice must be given 15 days prior to ATM and must be published in local newspaper (3-day lead time/18 days)
- Social distancing and other IDPH requirements must be followed

Option 2 - If following the revised statutory requirements:

- Required to hold ATM on 3rd Tuesday following the expiration of the disaster proclamation issued by the governor (DATE UNKNOWN).

Discussion

Board consensus is to hold off and wait to reschedule ATM.

Computer/Network Issues

- Desktop pc hacked and held for ransom. All files were backed up and no data has been lost
- Working to determine source of threat – 3 infected pc’s being wiped - website being monitored and scanned daily for intrusions – LAN should be analyzed for threats

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
- Topographic study of Erhard Rd., culvert confirmed our position that the culvert is within 1” of level. Have not received response from resident.
- Worked on ditches where we are seeing washouts with heavy rains
- Exploratory dig and fill of sink hole on W. Hafer Rd.
- Chipping events in Countryside, West Shoreland, WSP, Oak Terrace, and Sylvan Lake
- Received various stormwater concerns and complaints

Supervisor

Supervisor O’Kelly reported the following:

- Annual Financial Audit has begun. This year accounting firm will perform the audit remotely

Trustees

- Trustee Stejskal reported the summer school lunch program has been expanded to four locations in order to meet the growing food needs of local families during the pandemic.

11. GA/EA/FOOD PANTRY REPORT

Supervisor O’Kelly noted food pantry use in April was up 400%, but in May it dropped back down to 51 users The following statistics were reported for May 2020:

- No EA or GA Clients
- 51 food pantry clients
- 3 Liheap applications processed
- 2 Benefit Access applications processed
- 1 RTA Pass application processed
- 16 Diaper bank distributions

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 \$17,443,53 Permanent Road Fund in the amount of \$51,925.60 and General Town Fund in the amount of \$115,984.44.

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

- Trustee Voss moved, and Trustee Stejskal seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$8310.64. All in favor, motion carried.

14. EXECUTIVE SESSION

None

15. ADJOURN

- Trustee Stejskal moved, and Trustee Voss seconded the motion to adjourn the meeting at 7:18 p.m. All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: July 13, 2020

FREMONT TOWNSHIP 2020 ANNUAL TOWN MEETING AGENDA

August 10, 2020 7:00 P.M.

22385 W. Highway 60, Mundelein, IL 60060

Location: Highway Department Barn

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE/INTRODUCTION OF TOWNSHIP OFFICIALS

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 2019 Annual Town Meeting.

5. PUBLIC COMMENTS

6. SUPERVISOR'S ANNUAL FINANCIAL REPORT

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

- Motion to approve Supervisor's FY 2019/2020 Annual Financial Statement for all funds.

7. OLD BUSINESS

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

8. NEW BUSINESS

8.1 Resolution of the Fremont Township Electors Delegating the Power to Purchase, Sell or Lease Property to the Fremont Township Board

- Motion to adopt Resolution No. 4-14-20 delegating the power to purchase, sell or lease property to the Fremont Township Board for a period of 12 months.

8.2 Resolution Recognizing Eagle Scout Grant Naylor

- Motion to adopt Resolution Recognizing Eagle Scout Grant Naylor for contributions to the Fremont Township Community Garden.

9. ELECTED OFFICIAL REPORTS

- Supervisor
- Assessor
- Highway Commissioner
- Clerk
- Trustees

10. 2021 ANNUAL TOWN MEETING DATE AND TIME

- Motion to set date and time for the 2021 Annual Town Meeting at 7:00 p.m. on April 13, 2021 at the Fremont Township Administration Center at 22385 W. Highway 60, Mundelein, Illinois.

11. PUBLIC COMMENTS

12. MOTION TO ADJOURN

- Motion to adjourn the 2020 Annual Town Meeting at _____ P.M.