

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: January 11, 2021 6:30 P.M.

22385 W. Highway 60, Mundelein, IL 60060

Due to the Coronavirus Pandemic this meeting will be held via Zoom and can be accessed at:

<https://us02web.zoom.us/j/84889623010>

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF MINUTES

Motion to approve the minutes of the December 14, 2020 Regular Meeting.

4. CORRESPONDENCE

5. OLD BUSINESS

6. NEW BUSINESS

7. PARKS REPORT

8. CERT REPORT

9. COMMUNITY GARDEN REPORT

10. ELECTED OFFICIAL REPORTS

Assessor

Clerk

Highway Commissioner

Supervisor

Trustees

11. GA/EA/FOOD PANTRY REPORT

(October 2020 G.A. total = \$319.00)

12. PUBLIC COMMENTS

Comments should be submitted via the Zoom chat feature during the meeting or emailed to clerk@fremonttownship.com by 6:00 p.m. on the day of the meeting.

13. APPROVAL OF BILLS

Motion to audit and approve for payment of

Road and Bridge Fund in the amount of **\$13,157.87**

Permanent Road Fund in the amount of **\$54,222.59**

And General Town Fund in the amount of **\$70,005.09**

ROLL CALL

Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$14,249.96**

ROLL CALL

14. EXECUTIVE SESSION

None

15. ADJOURN

Motion to adjourn the meeting at _____ p.m.

Minutes Board of Town Trustees

STATE OF ILLINOIS,
COUNTY OF LAKE,
TOWN OF FREMONT

Due to the Coronavirus Pandemic, the Fremont Township Board of Trustees met on December 14, 2020 to conduct a virtual meeting via Zoom. Public access was available via Zoom and the link was published on the township website.

Diana O’Kelly	Supervisor
Christina McCann	Town Clerk
Alicia Dodd	Highway Commissioner
Joe Herchenbach	Assessor
Jeri Atleson	Town Trustee
Nick Dollenmaier	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 6:38 P.M.

2. ROLL CALL

BOARD MEMBERS PRESENT

Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss, Supervisor O’Kelly

ELECTED OFFICIALS PRESENT

Clerk McCann, Highway Commissioner Dodd, Assessor Herchenbach

OTHERS PRESENT

Herb Riedel, Chris Seidner

3. APPROVAL OF MINUTES

- Trustee Voss moved, and Trustee Shanahan seconded the motion to approve the minutes of the November 9, 2020 Regular Meeting.

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in favor, motion carried.

4. CORRESPONDENCE

None

5. OLD BUSINESS

None

6. NEW BUSINESS

6.1 2020 Town Levy Ordinance No. 280

Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to adopt Fremont Township Ordinance No. 280 levying taxes for the purposes of the General Town and General Assistance funds in the amount of **\$1,198,320.00**

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in favor, motion carried.

6.2 2020 Road District Levy Ordinance No. 281

Trustee Voss moved and Trustee Shanahan seconded the motion to adopt Fremont Township Ordinance No. 281 levying taxes for the purposes of the Road and Bridge and Permanent Road funds in the amount of **\$1,768,813.00**

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in favor, motion carried.

6.3 Drug and Alcohol Policy

Trustee Shanahan moved and Trustee Voss seconded the motion to adopt the Drug and Alcohol policy for township park's employees.

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in Favor, motion carried.

6.4. 2021 Parks Committee Meeting Schedule

Trustee Shanahan moved and Trustee Voss seconded the motion to adopt the 2021 Parks Committee Meeting Schedule as presented.

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in Favor, motion carried.

6.5. Assessor's Office – Entrance Renovation

Trustee Dollenmaier moved, and Trustee Atleson seconded the motion to approve quote from KADD Associates in the amount of \$750.00 to provide drawings and basic architectural services related to the renovation of Assessor's office waiting area.

Discussion:

- Assessor Herchenbach reported he wants to establish a more permanent barrier between staff and the public as the current configuration is very open with inadequate spacing. The renovation would most likely include removing the first door and configuring two counters.
- Herchenbach also plans to fix heating/ac issues related to the original Admin Center buildout. The original doors should be able to be reused and an additional door will be added between the Assessor and the Supervisor's office.
- Herchenbach thanked Herb Riedel for looking over the project area and suggesting great ideas for the redesign.
- Trustee Atleson thanked Assessor Herchenbach for his contributions

Roll Call

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in Favor, motion carried.

7. PARKS REPORT

Parks Manager Herb Riedel submitted the Following Report:

- Great weather in November allowed us to keep Behm Park open the entire month. Flag football, soccer and pickle ball were extremely busy during this time.
- The Lake County Lightning did a Food drive at Behm Park on Nov. 14th. and donated all the food to the Food Pantry.

- The severe winds on Nov. 19th caused damage to Behm Park in two areas. First, major damage to the pickle ball fencing required temporary supports to be installed to keep it upright. Trustee Shanahan and I agree that the fencing is a total loss and needs to be fully replaced with proper materials that are engineered to withstand substantial wind loads due to the windscreens that are required for pickle ball play. The second area that was damaged was the East Perimeter fence line when strong winds caused a tree to split in half and fall onto the fence. Toirma was notified of this damage the next day, Nov. 20th. Claims were put in on the Townships behalf for both areas. The East Perimeter fence line has been completely repaired.

Total Upfront cost to Twp.	\$3255.00
Twp. Deductible	\$ 500.00
Fence Repair Overage	<u>\$ 31.53</u>
Toirma Payment	\$2723.47

- Met with the insurance adjuster on Friday Dec. 4th. to evaluate the pickle ball court fencing. At the time this report was created, I had not yet received his evaluation. The township has \$20,000. of coverage on the pickle ball fencing. There will be an additional \$500 deductible on this as well I believe. Ballpark budgeting for this project should be.

Engineering	\$ 6,000.00
Fencing	\$45,000.00
Court Repair	\$10,000.00
Windscreens	<u>\$ 3,000.00</u>
	\$64,000.00

- Ivanhoe Gate is giving me some issues that I cannot seem to fix so I will have it repaired and follow up next month.
- Restroom was winterized and the park was closed on Mon. Nov. 30th, 2020.

7.1 Behm Park Pickleball Court Fence Replacement

Trustee Voss moved, and Trustee Shanahan seconded the motion to approve proposal from Gewalt Hamilton Associates in the amount of \$5600.00 to prepare bid documents, oversee the bid process and bid opening, and coordinate with selected contractor during construction for the Behm Park pickleball court fence replacement.

Discussion:

Trustee Voss inquired where the money for the projects would be coming from and Clerk McCann inquired if the current budget would be amended. Supervisor O’Kelly stated the projects would be included in next year’s budget.

Roll Call:

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in Favor, motion carried.

8. CERT REPORT

Interim team leader Chris Seidner submitted the following Report:

- WRLR update: Last week’s show had the Communications Director from LCDPH talking about the vaccine plan.
- Diana was a guest on WRLR and spoke about the Food Drive and township food pantry donations and Holly Kim talked about her annual Toy Drive
- Hoping next week’s show will be a good one since we are expecting "Breaking News on the Virus".
- Got Public Health Ads onto WRLR
- A couple of us from Fremont CERT joined Mundelein, Round Lake Beach, Highland Park and Buffalo Grove CERTS packing food for FMSC in Libertyville.

- We have monthly briefings from Public Health at Citizens Corps Meetings, which keep us up to date on planning for our role in the Vaccination Program.
- Continuously referring to online courses and useful info. for team members to do on their own.
- Still working on a training plan for training.
- Also working with Citizens Corps and Illinois CERT Assoc.

9. COMMUNITY GARDEN REPORT

No Report

10. ELECTED OFFICIAL REPORTS

Assessor

See agenda item 6.5

Clerk

Clerk McCann submitted the following report:

- Commercial FOIA from Smart Procure Inc., seeking names of township vendors and payments to vendors between June and November 2020
- Request from private citizen seeking number of vehicles owned by township, software installed in vehicles and contracts related to vehicle software
- Prepared 2020 Town and Road District Tax Levy's. Levy's must be filed by the last Tuesday in December
- Executed Early Voting and Election Day polling place contracts for 2021 Consolidated Election
- 2021 Consolidated Election candidates must file nominating petitions between December 14 and December 21.
- Attended Webinar with Lake County Clerk's office regarding nominating petition filing procedures for the 2021 consolidated election. MCLC consulted an attorney to confirm my pandemic filing procedures are valid and legal. A notice announcing the filing hours and procedures is posted on the front and rear doors of the admin center.
- "Working for Fremont 2021" is currently the only party of candidates to pick up nominating petitions at the township, however candidates can download petitions from the Illinois State Board of Elections website
- Spoke with Mary at County Clerk's office regarding concerns related to implementation of ballot distribution for 2020 General Election. Although the process went smoothly once ballots were delivered to our office, the information required to schedule pick-ups was not provided until the final hour one day prior to pick-ups

Highway Commissioner

Highway Commissioner Dodd submitted the following Report:

- Repaired sinkholes on Owens Road due to broken field tile
- Hired one seasonal highway employee, Mid-November to April 1st, to replace the loss of park/highway employee
- Assembled trucks for snow control
- Roadwork for November --Roadside tree trimming, tree trimming using Vernon township's bucket truck in North Hills, Chevy Chase, cold patching, West Shore creek erosion control on Martin, updated aging signs
- Arbor Care Solutions removed 13 dead or dying trees in right of ways of Hickory Rd, North Hills, Oak Terrace
- WMB meeting on Dec 2, Fremont is recommended to get **\$50,000** for drainage improvements on Forest and Fairview Drive in West Shore Park and **\$4000** for a stormwater mitigation project for North Hills residents along Harvard, receiving significant flooding from Village Green Golf Course (District 120 property)

Sylvan Lake Dam

- Met with SMC for a pre-application meeting for DCEO funding. (Department of Commerce and Economic Opportunity) for Sylvan Lake Dam. Bleck Engineering will be submitting application in January for possible 2022 projects.

West Shore Park Drainage Improvements

- Met onsite with Dan Strahan of Gewalt Hamilton to review ideas for a concept plan for drainage improvements in WSP. Met with SMC about funding from DCEO. Interviewed 4 lawyers to represent highway department. Chose Keri-Lyn Krafthefer from Ancel Glink Law Firm.

Supervisor

Supervisor O'Kelly submitted the following Report:

- The office has been extremely busy.
- We provided 142 Thanksgiving Dinners. Thank you to Trustee Connie Shanahan for helping to distribute them.
- Our office provided 116 residents appointments with the SHIP volunteer which saved residents \$81,234.42 in prescription drug costs. The program is so well received by our seniors.
- We continue to do drive up Liheap appointments and drive-up food pantry pick-ups and delivery to our homebound.
- With the other local offices closed, we are notarizing more documents than ever. Thank you to the assessor's office for their help.
- With the DMV closed, we are helping residents renew their stickers on-line. Many of our residents are not computer savvy and need the help.
- The leaf vacuum season is now over. It is a time-consuming program, and I communicated as best I could when the leaf vacuum trucks would be back in the different areas. We were very lucky the weather cooperated, and the residents do love the program. While there is frustration not knowing when the trucks will be back, the overall feedback was great.
- The food donations continue to come in. We are blessed to have such a caring and supportive community.
- We are currently working on the adopt a family and adopt a senior program and the distribution of the ham dinners donated by Jewel. The community has donated in record numbers at the register at Jewel.

Trustees

- Trustee Shanahan reported he was very surprised at the sub-standard fence construction at Behm Park

11. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for November 2020

- 1 resident received emergency assistance
- 80 residents received food pantry assistance
- 28 LIHEAP applications processed
- 13 Diaper Bank donations for residents
- 6 residents received assistance from Covid-19 grant funds
- 72 residents taxi coupons
- 142 Thanksgiving dinners distributed
- 116 appointments with SHIP volunteer

12. PUBLIC COMMENTS

The following comments were submitted to the Clerk via email:

- Marlene Buntenbach commented she is unhappy with the Governor's Covid-19 lockdown restrictions which have greatly affected her ability to see family and friends. She is also concerned about a young child she babysits who may or may not be receiving proper nutrition because he is not attending school where free onsite meals are provided. Ms. Buntenbach believes restrictions should be decided by the legislature and not the Governor.
- Rich Kotlarz commented about long over-due railroad crossing repairs

- Loretta Ross thanked Supervisor O’Kelly for her very informative e-newsletter

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 \$43,973.52
Permanent Road Fund in the amount of \$77,288.43
and General Town Fund in the amount of \$91,025.42

ROLL CALL: Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in favor, motion carried.

- Trustee Shanahan moved, and Trustee Dollenmaier seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$22,540.58

ROLL CALL:

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss

All in favor, motion carried.

14. EXECUTIVE SESSION

None

15. ADJOURN

- Trustee Voss moved, and Trustee Atleson 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: January 11, 2021



Jan, 11th, 2021 Parks Report

Parks Committee and I met with Dan Strahan from Gewalt Hamilton on Dec. 18th to look over the pickle ball reno project. Gewalt Hamilton will be putting together some specs for us to review and then will proceed with a bid package.

Electronic Entry Systems replaced a broken sensor on the Ivanhoe Ballfield Gate. There are still some remaining issues with the gate. I am working with EES to put together some cost scenarios for the Parks Committee to consider

Behm Park Gate also broke down on Mon. Jan. 4th. EES will try and repair on Jan. 7th.

Parks Committee met on Jan. 4th and discussed 2021 projects and some possible 2022 projects.

Assessor Report (January 2021)

- The Assessor Office continues to do off season record keeping & general file maintenance while preparing for the upcoming 2021 valuations.
- Final plans are in place for the proposed changes to the Assessor waiting area in order to make it a safer access point, and a more neutral zone for the Covid virus (as well as any future viral outbreaks). We are still in the process of gathering cost estimates for this work, and will be able to provide a current update at the time of the meeting.

SPECIFICATIONS

SPECIFICATIONS A.I.A. DOCUMENT A201 LATEST EDITION, "GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION" IS HEREBY MADE A PART OF THESE SPECIFICATIONS. ALL WORK SHALL COMPLY WITH APPLICABLE BUILDING CODES AND REGULATIONS. VERIFY DIMENSIONS AND CONDITIONS AT THE BUILDING SITE. ALL MATERIALS SHALL BE NEW AND INSTALLED IN ACCORDANCE WITH MANUFACTURERS' PRINTED INSTRUCTIONS, SPECIFICATIONS, AND AS HEREIN SPECIFIED. GENERAL CONTRACTOR SHALL FURNISH CERTIFICATES OF INSURANCE TO THE OWNER/VILLAGE. THE OWNER SHALL PAY THE PERMIT COSTS AND THE OWNER, OR GENERAL CONTRACTOR, SHALL SECURE THE PERMIT. THE GENERAL CONTRACTOR SHALL POST ANY BONDS REQUIRED BY THE AUTHORITIES FOR THIS PROJECT.

ALL PROPOSALS SHALL BE PER PLANS AND SPECIFICATIONS. VOLUNTARY ALTERNATE BIDS ARE ENCOURAGED AND SHOULD BE NOTED ON AS SUCH. CONTRACTORS SHALL VISIT THE SITE AND CONFIRM ALL EXISTING CONDITIONS AND DETAILS. PROVIDE WEATHER PROTECTION AS NECESSARY DURING CONSTRUCTION AND CONTRACTOR SHALL BE RESPONSIBLE FOR ANY & ALL SITE DEBRIS DAILY CLEAN-UP, PER VILLAGE CODES. SEE VILLAGE CODES FOR ALLOWABLE WORK HOURS, AND ANY OTHER STANDARDS OR REQUIREMENTS THAT MAY PERTAIN TO THIS JOB.

THE PROFESSIONAL SERVICES OF THE ARCHITECT DO NOT INCLUDE OBSERVATION OF THE CONTRACTOR'S WORK OR PERFORMANCE. THE ARCHITECT SHALL NOT BE HELD RESPONSIBLE OR LIABLE FOR THE CONTRACTOR'S WORK OR PERFORMANCE OR THE FAILURE OF THE CONTRACTOR'S WORK TO CONFORM TO THE DESIGN INTENT, AND THE CONTRACT DOCUMENTS.

GENERAL NOTES: WALL INT. WALLS ARE NON BEARING. DOORS - REUSE EXIST STOREFRONT DOOR NEW H.M. FRAMES, NEW HD DOOR AS SELECTED BY OWNER. PAINTING AND STAIN SEAL AND VARNISH ALL INTERIOR WOODWORK. TINTED PRIMER AND TWO COATS OF EGGSHELL FINISH ENAMEL TO FULL COVERAGE AT ALL GYPSUM BOARD. ONE COAT ALKTD TRIM PAINT AT METAL INSUL. DOOR.

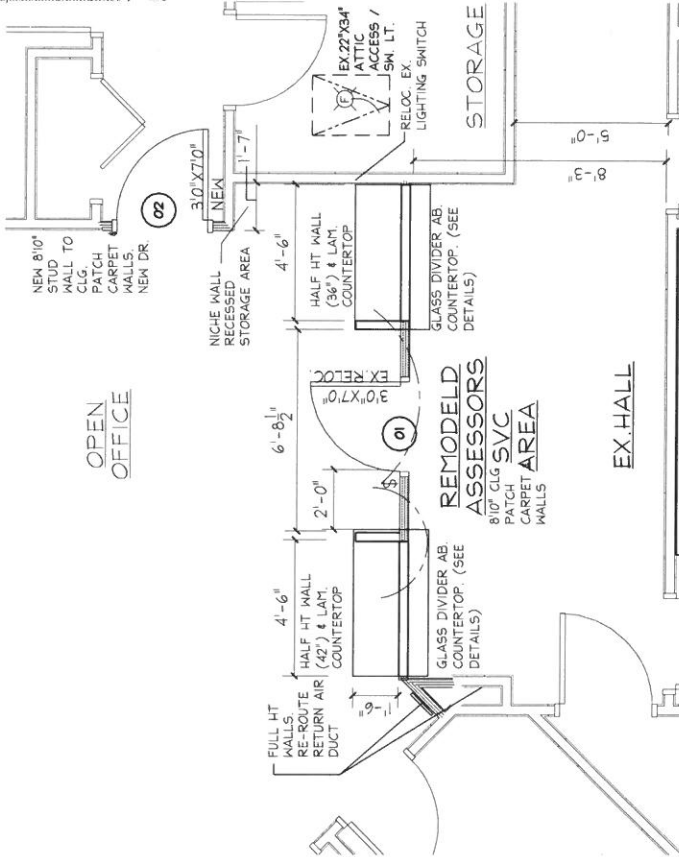
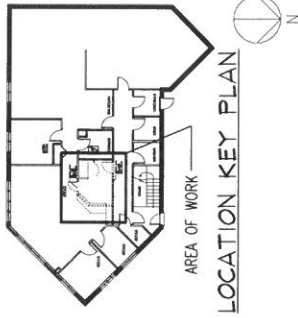
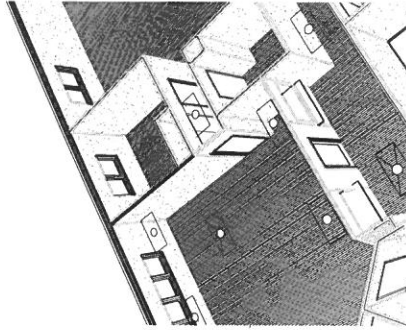
ZONING & BUILDING CODE & DESIGN DATA

- 22385 W RTE 60 MUNDELIN, IL 60060
- LAKE CO. ZONING
- 2015 IRC INT'L RESIDENTIAL CODE + AMENDMENTS
- 2015 INT'L EXISTING BLDG CODE
- 2014 N.F.P.A. National Electrical Code + AMENDMENTS
- 2015 INT'L MECH CODE + AMENDMENTS
- 2015 INT'L FUEL GAS CODE + AMENDMENTS
- 2015 INT'L FIRE CODE + AMENDMENTS
- 2015 IECC ENERGY CODE
- 2014 ILL PLUMBING CODE
- ALTERING BUILDING CODE (IBC2015 SECTION 907)
- EXISTING BUILDINGS
- 2015 IECC - EXISTING BUILDINGS.

ELECTRICAL SYMBOLS

- \$ SWITCH (3 = 3 WAY, 4 = 4 WAY, D = DIMMER)
- ⊕ DUPLEX CONVENIENCE OUTLET (CFR - GROUND FAULT INTERRUPTER)
- ⊕ HALF SWITCHED OUTLET (HFI - ARC FAULT INTERRUPTER)
- ⊕ JUNCTION BOX
- ⊕ SURFACE LIGHT (IN FIXTURE ALLOWANCE)
- ⊕ RECESSED LIGHT (IN BID) SEE SPECIFICATIONS
- ⊕ TELEPHONE OUTLET
- ⊕ CABLE TV OUTLET
- ⊕ SD/CO - COMBINATION SMOKE/CO DETECTOR, HARDWIRED & INTERCONNECTED PER CODE.
- ⊕ EM=EMERGENCY LIGHT, EX-EXIT LIGHT

FREMONT TOWNSHIP
ASSESSORS OFFICE
INTERIOR REMODELING
UNINCORPORATED LAKE CO
22385 W. RTE.60
MUNDELIN, IL 60060



1ST Floor Demo Plan SCALE: 1/8" = 1'-0"
ASSESSORS OFFICE REMODEL

DEMO: ALL ITEMS DASHED TO BE REMOVED. NEW INT. WALLS (2X4 STUDS ON RAISED) UNLESS NOTED OTHERWISE. ALL WALLS SHALL BE ILL COMPLIANT LUMBER #1/2 SPP. FR=760 SEALING AIR BARRIER. ALL JOINTS IN TYP. AIR BARRIER SHALL BE AIR TIGHT. ALL OPENINGS IN GYP. BD. AIR BARRIER TO BE SEALED. R.LIGHTS, OUTLETS, ACCESS, PIPE & SIM. OPENINGS ELECTRICAL (E/C/A/E/C) OUTLETS THIN COPPER WIRING IN ENT CONDUIT SYSTEM. RECESSED AND ANY SPECIALTY LIGHTING TO BE IC RATED & SEALED. ANY NEW LED/CFL LOM MATTAGE FOLLOW 2015/IRC FASTENING SCHEDULE 602.3 (142). WALL INT. WALLS ARE NON BEARING.

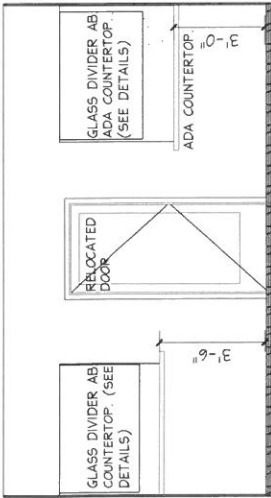
1ST Floor New Plan SCALE: 1/4" = 1'-0"
ASSESSORS OFFICE REMODEL

DEMO: ALL ITEMS DASHED TO BE REMOVED. NEW INT. WALLS (2X4 STUDS ON RAISED) UNLESS NOTED OTHERWISE. ALL WALLS SHALL BE ILL COMPLIANT LUMBER #1/2 SPP. FR=760 SEALING AIR BARRIER. ALL JOINTS IN TYP. AIR BARRIER SHALL BE AIR TIGHT. ALL OPENINGS IN GYP. BD. AIR BARRIER TO BE SEALED. R.LIGHTS, OUTLETS, ACCESS, PIPE & SIM. OPENINGS ELECTRICAL (E/C/A/E/C) OUTLETS THIN COPPER WIRING IN ENT CONDUIT SYSTEM. RECESSED AND ANY SPECIALTY LIGHTING TO BE IC RATED & SEALED. ANY NEW LED/CFL LOM MATTAGE FOLLOW 2015/IRC FASTENING SCHEDULE 602.3 (142). WALL INT. WALLS ARE NON BEARING.

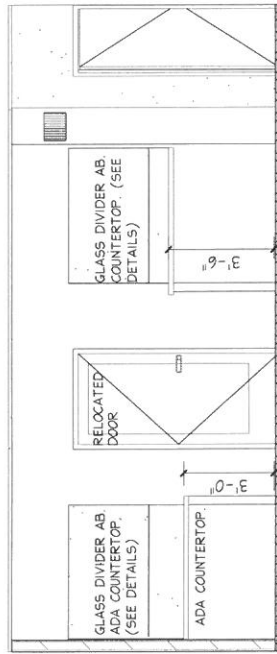


LYNDY ANDERSON
ARCHITECTS
1411 CALLOWAY DR. WOODSTOCK, IL. (815)337-6092

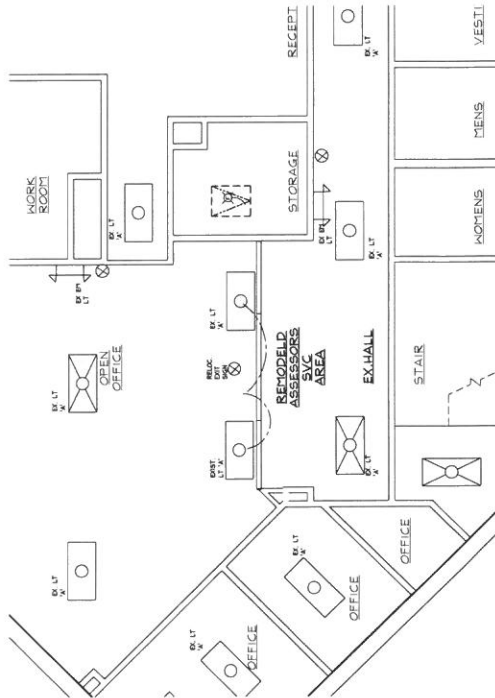
JOB NO. 20920
DATE 12/23/2020
REV.



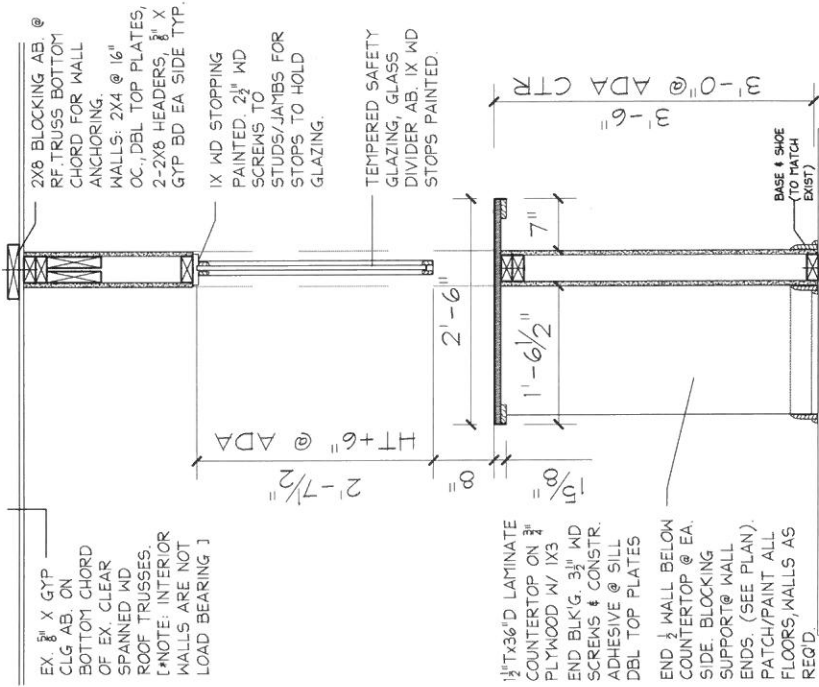
ELEVATION PUBLIC SVC AREA SCALE: 1/4" = 1'-0"



ELEVATION OFFICE SVC AREA SCALE: 1/4" = 1'-0"



1ST Floor R, CLG Plan
ASSESSORS OFFICE REMODEL SCALE: 1/8" = 1'-0"



EX. 8" X GYP CLG AB. ON BOTTOM CHORD OF EX. CLEAR SPANNED MD ROOF TRUSSES. [NOTE: INTERIOR WALLS ARE NOT LOAD BEARING]

2X8 BLOCKING AB @ RF. TRUSS BOTTOM CHORD FOR WALL ANCHORING. WALLS: 2X4 @ 16" OC, DBL TOP PLATES, 2-2X8 HEADERS, 8" X GYP BD EA SIDE TYP.

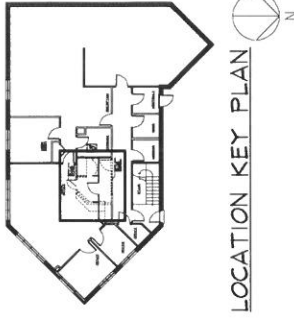
IX MD STOPPING PAINTED. 2 1/2" MD SCREWS TO STUDS/JAMBS FOR STOPS TO HOLD GLAZING.

TEMPERED SAFETY GLAZING, GLASS DIVIDER AB. IX MD STOPS PAINTED.

1/2" X 36" D LAMINATE COUNTERTOP ON 3/4" PLYWOOD W/ IX 3" END BLK.G. 3 1/2" MD SCREWS & CONSTR. ADHESIVE @ SILL DBL TOP PLATES

END 1/2" WALL BELOW COUNTERTOP @ EA. SIDE BLOCKING SUPPORT @ WALL ENDS. (SEE PLAN). PATCH/PAINT ALL FLOORS, WALLS AS REQ'D.

WALL SECTION THRU COUNTERS SCALE: 1/4" = 1'-0"



LOCATION KEY PLAN

JOB NO. 20920
DATE 12/23/2020
REV.

LA LYNDE ANDERSON ARCHITECTS
1411 CALLOWAY DR. WOODSTOCK, IL. (815) 337-6002

Clerk's Report – January 11, 2021

FOIA

No FIOA's

2021 Consolidated Election

Petitions for Working for Fremont 2021 were filed by Diana O'Kelly on December 14, 2020. No other petitions filed. No objections to the petitions were filed.

Prepared and sent Certification for Ballot and phonetic spelling of names for ballot to County Clerk's office.

2021 Statements of Economic Interest

Prepared and sent updated elected official list to County Clerk's office. Officials will receive SEI form via email in February 2021 – The email will include a link for to complete the form. All forms must be submitted by May 1st.

Misc.

Filed 2020 Town & Road Levy's with County Clerk

Updated website for 2021 meeting dates/minutes/agendas/etc.

Attended MCLC webinar on file management, software options to handle file management, etc.

Spent quite a bit of time running virus/malware scans on Clerk related electronic files. Detected suspicious malware on older files dating back to 2011. Scanned desktop, laptop and external drives – all clean now. While working in the office I routinely receive reports from Avast that our network is being hit with RDP:bruteforce and RDP:blacklist virus attacks. Avast blocks those attempts. RDP virus attacks have increased since the beginning of the Coronavirus pandemic. RDP's are attacks by outside sources trying to gain access to our network. It's VERY important that all pc's on our network are secured with strong passwords, are protected by reputable anti-virus software with a remote access shield and are scanned at least weekly for malware removal.

January 2021 Highway Notes

- Roadside clearing along Chevy Chase
- Tree trimming in Sylvan Lake for low branches and dead trees along roadside
- Vactored Meadow Lane, Chardon Lane, Ivanhoe, and Crescent Dr in Sylvan Lake
- Test drove Peterbilt and Kenworth trucks for a replacement for a 1997 International.
- In process of cleaning and re-painting our mechanic shop
- Plow/salting events on Dec 28, 29-30, and January 1-2, 3
- SMC meeting for SIRF funding for West Shore Park
- Applications turned in DCEO funding for Sylvan Dam and West Shore Park Drainage Improvements—approx \$2 million requested