

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