

**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 February 8, 2021 to conduct a Regular Meeting.**

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 6:30 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**

None

**3. PUBLIC COMMENTS**

None

**4. APPROVAL OF MINUTES**

- Trustee Dollenmaier moved, and Trustee Voss seconded the motion to approve the minutes of the January 11, 2021 Regular Meeting including attachment of CLA legal correspondence. **All in favor, motion carried.**

**5. CORRESPONDENCE**

None

**6. OLD BUSINESS**

None

**7. NEW BUSINESS**

**7.1 Budget Line-Item Transfers**

Trustee Shanahan moved and Trustee Voss seconded the motion to adopt Resolution 2-8-2021 authorizing line-item transfers for the FY 2020/2021 Budget & Appropriation Ordinance.

**ROLL CALL**

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

**All in favor, motion carried.**

**8. PARKS REPORT**

Parks Manager Herb Riedel submitted the Following Report:

- Waiting on pricing for electronic gate repairs
- Has received the preliminary plan set for the pickle ball court renovation and will be reviewing them with the parks committee.

**9. CERT REPORT**

Interim team leader Chris Seidner submitted the following Report:

- Fremont CERT has been very active helping with both traffic and screener support for vaccine distribution at the Lake County Fairgrounds
- Held our Quarterly meeting via Zoom on Jan.18th.
- Consistently doing various training via zoom and webinars.
- WRLR is continuing to put out PSA's and have quite a few guests from LCHD.
- Right now, our focus is to "Let's do what we can to help end this pandemic".

**10. COMMUNITY GARDEN REPORT**

No Report

**11. ELECTED OFFICIAL REPORTS****Assessor**

- Our office remains busy with typical off-season work. (record maintenance & file upkeep)
- We are also currently assisting the public with addressing exemptions (typical senior exemptions & freeze filings that appear during the tax preparation season).
- The county has issued a permit for the waiting room remodel, and most bids are complete for the work to be done.  
\$3,021.00 for the doors  
\$5,348.00 for all related HVAC work  
\$1,500.00 for the electrical work
- Beyond this cost there will be 2 small counter areas, 2 glass windows, materials (drywall/studs/paint), some blending of the carpet flooring squares, and miscellaneous. A rough guess would be that these additional items will add less than another \$5,000 to the total cost.
- Project costs for the renovation will be included in next year's budget cycle.

**Clerk**

Clerk McCann submitted the following report:

- Completed online OMA/FOIA officer training (required yearly for FOIA officer)
- Working on Application for Authority to Dispose of Local Records – will coordinate with Assessor's office and Highway Department (Typically submit application at the beginning of each new term)
- Updating Resolutions/Ordinances/Policies Paper Binder (Done quarterly)
- Completed MCLC survey pertaining to office pandemic procedures (open/closed/appointment only, etc.). Helpful for other municipal offices to determine if they should remain closed/open/appointment only, etc.). More and more are opening but we have consistently been one of only a few who have remained open to the public for the duration of pandemic (Kudos to Supervisor O'Kelly, Assessor Herchenbach and Hwy. Comm. Dodd).

**Highway Commissioner**

Highway Commissioner Dodd submitted the following Report:

- Roadside tree work along Milton and Owens
- Repainting and updating shop

- Snow events on January 16, 19, 26, 31, Feb 4
- Repositioned large build-ups of snow in Oak Terrace, West Shore, Countryside, Sylvan, Blackhawk, Pheasant Run, Owens Court. Also did considerable pushing back of snow on all roads.
- Signed agreements for the Village Green and Fairview/Forest SIF and WMB projects
- Scanning old paving documents (greater than 10 years) to reduce our paper filing quantities.

### **Supervisor**

Supervisor O’Kelly submitted the following Report:

- Was on WRLR on January 27, 2021
- There are new laws for ADA compliance for websites. Scott Schroeder is currently working on a review of our site and will update to meet compliance standards. We will include funds to ensure our website is compliant in the next budget cycle.
- Spoke with Fremont School Superintendent about using their facility for our next shredding event. Moving the event to their location will help with traffic control issues experienced at previous shredding events. A second shredding truck will also be added. Anticipate the shredding event will happen in May.
- Had Zoom call with Fremont School social workers to alert them about services we provide to the public.
- O’Kelly asked trustees if they have any interest in investigating solar energy for township administration facility. Consensus of the board is to proceed with research and that funds can be added to the next budget cycle if solar proves to be beneficial.

### **Trustees**

- Trustee Dollenmaier inquired if there have been any issues with necessary Covid-19 precautions at the township? No.
- Trustee Voss inquired if all highway vehicles are stored inside during the winter months? Yes. Voss suggested Highway Department connect with the Village of Mundelein to discuss potential of storing equipment at their new facility since they appear to have extra room.
- Trustee Atleson stated she still receives a lot of questions regarding the Covid-19 vaccine and when it will be available for the general public. Supervisor O’Kelly said the office is overwhelmed with phone calls and has been assisting residents who need assistance registering on the LCDH AllVax portal.

## **12. GA/EA/FOOD PANTRY REPORT**

The following statistics were reported for January 2020:

- No GA clients and 1 EA client
- 61 residents received food pantry assistance.
- 6 LIHEAP applications processed.
- 15 Diaper Bank donations/distributions.
- 3 Benefit Access Applications
- Taxi coupon use will be reported next month.
- Pop-up food events in the county are meeting much of the food needs and food supplies are in overabundance.

## **13. PUBLIC COMMENTS**

The following comments were submitted to the Clerk via email:

- Bruce Studham thanked township for providing information about AARP tax assistance.
- Ed Stahoviak inquired when older citizens will be able to get appointments for the Covid-19 vaccine. Mr. Stahoviak asked the board to apply pressure on the County to speed up the process.

## **13. APPROVAL OF BILLS**

- Trustee Shanahan moved, and Trustee Voss seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of \$20,407.12  
Permanent Road Fund in the amount of \$84,609.43  
and General Town Fund in the amount of \$211,950.66

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

**All in favor, motion carried.**

- Trustee Dollenmaier moved, and Trustee Voss seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of \$5407.53.

**ROLL CALL:**

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

**All in favor, motion carried.**

**14. EXECUTIVE SESSION**

None

**15. ADJOURN**

- Trustee Shanahan moved, and Trustee Dollenmaier seconded the motion to adjourn the meeting at 7:05 p.m.  
**All in favor, motion carried.**

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Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: March 8, 2021