

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: August 9, 2021 at 6:30 P.M.

22385 W. Highway 60, Mundelein, IL 60060

Location: Lower-Level Community Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. PUBLIC COMMENTS

4. APPROVAL OF MINUTES

- Motion to approve the minutes of the July 12, 2021 Regular Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

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 **\$8,501.46**
Permanent Road Fund in the amount of **\$53,670.06**
And General Town Fund in the amount of **\$97,793.67**

Roll Call

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$4,856.25**

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 at 22385 W. Illinois Route 60, Mundelein IL 60060 on July 12, 2021, to conduct a Regular Meeting.

<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>Nick Dollenmaier</u>	Town Trustee
<u>Connie Shanahan</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 Dollenmaier, Trustee Shanahan, Trustee Voss, Supervisor O’Kelly

ELECTED OFFICIALS PRESENT

Highway Commissioner Dodd, Clerk McCann

OTHERS PRESENT

Judy Hammel, Rose Marie Domeny

3. PUBLIC COMMENTS

None

4. APPROVAL OF MINUTES

- Trustee Voss moved, and Trustee Dollenmaier seconded the motion to approve the minutes of the June 14, 2021, Regular Meeting. **All in favor, motion carried.**

5. CORRESPONDENCE

None

6. OLD BUSINESS

None

7. NEW BUSINESS

7.1 Appoint Auditing Official for Whistleblower Claims

- Trustee Shanahan moved and Trustee Atleson seconded the motion to appoint Trustee Nicholas Dollenmaier to act as the Auditing Official for Whistleblower Claims at Fremont Township. **All in favor, motion carried.**

Discussion

Trustee Atleson inquired if the Auditing Official is also the investigator. Trustee Dollenmaier stated he is developing policies and procedures for employee whistleblower claims and will have them available for board review at the next meeting.

7.2 Bid Award – LED Lights Conversion at Ivanhoe Park

Supervisor O’Kelly stated we have learned there are many variables to consider prior to converting ballfield lights to LED. Further discussions about those variables should be held by the Parks Committee to determine if it is the best fit for Ivanhoe Ballfield. Clerk McCann will notify bidders that all bids have been rejected and the project will not proceed at this time.

8. PARKS REPORT

Parks Manger Herb Riedel submitted the following report:

- Work on the Pickle ball court project made some progress in June. The multi-purpose dugouts are completed minus dugout covers. Covers won’t be purchased and installed until 2022. All landscaping around dugouts has been completed by Parks staff. Dugout benches were purchased by the Lake County Lightning and were installed by Parks staff. The new pickle ball court fencing was installed by Action Fence. Really happy with how the fence turned out. Seems super strong as well.
- Waiting on crack sealing to be completed so that the new surface coating can be installed. Once the new coating is installed, the new windscreen will be installed, and the project will then be completed. Hopefully will be completed by end of July.
- Worked with Chris on a bid package for the LED Light conversion at Behm. Bid opening was on July 9th.
- Extreme drought conditions continue to cause issues for Parks Department.

9. CERT REPORT

Interim team leader Chris Seidner submitted the following report:

- Thank you to Alicia, and Mike O for helping with the trailer for the parade, and Anne Walker for representing Fremont CERT.
- The Lake County Fair Association reached out to see if we/CERT would be available to help with their micro fair. The fair is July 30, 31, and Aug 1. They have reserves that will be assisting with traffic, but they want assistance in the main parking lot areas. This is what they are looking at timewise and number wise: Friday they think they will be ok. Saturday - overall hours 12-10pm. Need 8 people from 12 to 330; 10 people from 330 to 7pm and 10 people from 645 to 10pp. Sunday - overall hours 12-6pm. Need 10 people from 12 to 3 and 10 people from 3 to 6 pm. If we had these shifts that are 3 to 3.5 hours in length, we need 48 people. Mundelein CERT does NOT have the ability to fill that many slots. If all 8 Lake County teams covered 8 slots, we could do it. If three teams say no, then we need 12 slots covered per team (some people might be fine working an entire day like the vaccine clinic). I don't know the amount, but they will donate to the groups for the overall hours worked.
- LCEMA is offering/running a virtual Damage Assessment Training/Exercise, as soon as I have the details, I will be sending the info to the Team.
- Monday July 19th is the Mundelein Bike Race, we will be supporting Mundelein CERT with Traffic, First Aid, and whatever else they need.
- We also have our Team Quarterly meeting at 6:30pm. I plan on this being an in-person meeting. if the lower level of the township isn't available, we will be utilizing the Barn and possibly the Garden.

10. COMMUNITY GARDEN REPORT

Hwy. Commissioner Dodd reported the following:

- Everything going well. Had a good workday with school summer camp.

11. ELECTED OFFICIAL REPORTS

Assessor

Assessor Herchenbach submitted the following report:

- The Assessment Notices (“blue-sheets”) were officially published on July 8th and should already be in everyone’s mailbox. Fremont published with a factor of 1.0283 which represents a standard increase of 2.83% across the board. I am hopeful that this kind of modest increase during a strong market (like the one we are currently experiencing) will be met with fewer requests for reductions since there will likely be no basis for a reduction.
- With the addition of Cheryl Plencner as our new Deputy Assessor, we were able to develop an extremely comprehensive interactive user manual to better utilize overall County system. It has been a noticeably complicated system for all, but with Dana’s assistance we now have an exceptionally user-friendly manual that we plan on being able to share among the other Township user groups within the county.
- I’ll be sure to have an update on whether I’ll be eating any of the words at our next scheduled meeting, since August 9th is also formally the last day to file an appeal.

Clerk

No report.

Highway Commissioner

Highway Commissioner Dodd submitted the following Report:

- Installed section of storm sewer along between Forest Lane and Diamond Lake. Behm Enterprises is currently working on boring the section between the houses—Part of 2020 SIRF project
- Branch Chipping date for West Shore Park/West Shoreland completed.
- Numerous Tree removals, catch basin repairs, cold-patching, culvert installs done in-house
- Installed storm sewer between Fairview and Forest (near dead end of Forest)—Part of SIRF project
- Treated catch basins with standing water with Mosquito Dunks
- Our Sylvan Dam reconstruction project will be included in the FY2022 Homeland Security Appropriations Bill for \$1,342,500. The bill will be voted upon in December and if passed, funds will be disbursed in January 2022.
- If funded, plans are to go to bid in May 2022 and complete the project by October 2022.
- Met with Congresswoman Lauren Underwood at the Sylvan Lake Dam to talk about the project along with Sylvan Lake residents, Kurt Woolford from SMC, Lake County Board Chairwoman Sandy Hart, Lake County Board Member Jessica Vealitzek, and SMC president Don Schmidt.

Supervisor

Supervisor O’Kelly submitted the following report:

- We are distributing school supplies to our families in need. We have coordinated with District 120 and 75 as they also have a school supply program.
- We are scheduling a passport event on August 21 if the county can staff it.
- Berger hit the well at 29913 Fremont Center “Grandma’s property”. The contractor has replaced the well cover and health department has inspected it.
- Nancy Lech and I are attending a conference in Rockford on Friday, July 16.
- Del Webb has scheduled their car show to benefit the food pantry on August 14.
- The Del Webb bridge group is now using the community room on Thursday mornings. Our regular bridge group has resumed on Monday mornings.

Trustees

No reports.

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for June 2021:

- No GA clients
- No EA clients
- 60 residents received food pantry assistance
- 15 Diaper Bank donations/distributions
- 4 Benefit Access Applications
- 2 RTA Pass Applicants
- 1 IDHS/SNAP & Medicaid Applicant

13. PUBLIC COMMENTS

Rose Marie Domeny inquired how much the County or Township has to do with the installation of fiber optic cable. Supervisor O’Kelly said the Township is not involved.

14. APPROVAL OF BILLS

- Trustee Dollenmaier moved, and Trustee Shanahan seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of **\$5,099.15**
Permanent Road Fund in the amount of **\$46,823.84**
and General Town Fund in the amount of **\$135,324.85.**

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 **\$4,601.22.**

All in favor, motion carried.

15. EXECUTIVE SESSION

None

16. ADJOURN

- Trustee Shanahan moved, and Trustee Voss seconded the motion to adjourn the meeting at 6:49 p.m.

All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: August 9, 2021

Parks Report for August

Pickle Ball project is completed minus the windscreens. Windscreens have been on back order. They are expected to be installed on Monday August 9th.

Alliance Contracting replaced approx. 100 linear feet of damaged curb at Behm Park during the last week of July.

Pavement Solutions will perform approx. 3200 linear feet of crack filling on the Behm Park parking lot. Due to budget, walking paths and Ivanhoe parking lot will wait until next year for crack filling.

Parks staff is in the middle of a baseball field renovation at Ivanhoe Ballfield.

Assessor Report (August 2021)

- So far (as of the morning of August 4th) we have 131 appeals. This number is substantially below last years count of nearly 500 and the prior years count of 600. This is shaking out to be a huge relief in light of our significant staffing change.
- I have very little other to report this month since the focus at this time of year is always to resolve appeal filings & complaints.

Clerk's Notes – August 2021

- State legislators changed the date of the 2022 General Primary from March to June 28, 2022
- Responded to FOIA's for general vendor data, Ivanhoe LED Light Project and current or completed Highway projects
- Prepared SLIA Golf Cart Ordinance to be adopted by Highway Commissioner
- No update from IL Attorney General's Office regarding availability of online OMA training for newly elected officials

August 2021 Highway Notes

- Appointed Trustee Nick to be the Whistleblower Auditing Official for the Highway Department
- Rejected Copenhaver as low bidder of Concrete Improvements due to lack of responsible work on Forest Lane project in 2015. Alliance was awarded the bid as the second lowest bidder. Work was completed July 31st, with the exception of curb in front of 19251 Forest which is waiting for storm sewer structure install first. Project areas included repairs in Countryside Oaks, Summerhill, Sidewalks in North Hills, and new curb along Owens, Lakeview in Oak Terrace, Forest Lane in West Shore Park, and Behm Park.
- Bid Opening for Asphalt Patching is August 5th.
- Sylvan Lake Improvement Association has requested a Golf Cart Ordinance, which is in development.
- Forest Lane Extension, which connects the two dead ends of Forest, has been constructed in-house and is ready for asphalt.

FREMONT TOWNSHIP BOARD MEETING AUDIT
7/13/21-8/9/21

Certification to examine and audit ALL FUNDS invoices for the 8/9/2021 meeting.

This instrument, when signed by a majority of the Fremont Township Board, will act as authorization to the Fremont Township Supervisor/Treasurer for the payment of the invoices presented for examination and audit for the period outlined and include this written instrument.

Signed and Approved August 9, 2021.

Supervisor

Clerk

Trustee

Trustee

Trustee

Trustee

Highway Commissioner

CLERK'S ATTEST TO ALL PAYOUTS LISTED ABOVE:

Fremont Township Clerk

Date

FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN	\$80,822.25
GENERAL ASSISTANCE	\$1,360.77
ROAD & BRIDGE	\$8,501.46
PERMANENT ROAD	\$28,483.54
TOTAL	\$119,168.02

FUND SUMMARY ON PAYROLL REPORT

	<u>TOTAL</u>	<u>TOWN</u>	<u>GA</u>	<u>PERM ROAD</u>
PAYROLL 7/16/21	\$17,164.60	\$2,823.60	\$1,747.74	\$12,593.26
PAYROLL 7/30/21	\$17,232.04	\$2,891.04	\$1,747.74	\$12,593.26
PAYROLL 7/31/21	\$11,256.78	\$11,256.78		
TOTAL	\$45,653.42	\$16,971.42	\$3,495.48	\$25,186.52

TOTAL FUND SUMMARY

GENERAL TOWN	\$97,793.67
GENERAL ASSISTANCE	\$4,856.25
ROAD & BRIDGE	\$8,501.46
PERMANENT ROAD	\$53,670.06
GRAND TOTAL	\$164,821.44

FOOD PANTRY **\$2,968.34**