

FREMONT TOWNSHIP BOARD MEETING AGENDA

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

22385 W. Highway 60, Mundelein, IL 60060

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 September 13, 2021, Regular Meeting, as amended.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Paratransit Transportation Services

- Motion to approve Paratransit Agreement between Lake County and Fremont Township

7.2 Health Insurance

- Motion to renew health insurance plan with Blue Cross/Blue Shield and dental and vision insurance plans with designated partners.

7.3 FY 2021-2022 Levy/Budget Planning Discussion

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 **\$7319.49**
Permanent Road Fund in the amount of **\$156,625.80**
And General Town Fund in the amount of **\$88,546.22**

ROLL CALL

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$7711.41**

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 September 13, 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

Highway Commissioner Dodd, Assessor Herchenbach, Clerk McCann

OTHERS PRESENT

Christine Seidner, Rose Marie Domeny, Judy Hammel

3. PUBLIC COMMENTS

None

4. APPROVAL OF MINUTES

- Trustee Shanahan moved, and Trustee Atleson seconded the motion to amend and approve the minutes of the August 9, 2021, Regular Meeting. (Amendment payment approval in the amount of \$2968.34 for the General Assistance Fund).

All in favor, motion carried.

5. CORRESPONDENCE

None

6. OLD BUSINESS

None

7. NEW BUSINESS

7.1 Fall Auction Items

- Trustee Voss moved and Trustee Shanahan seconded the motion to approve for sale at Auction the following General Town Equipment items: Land Leveler, Ram Computer Mount for Ford Pickup, Snow Bucket for Case Skid Steer, 2021 Ford 550 Center Counsel, Troy-Bilt Baby Tiller, Little Wonder Walk Behind blower.

All in favor, motion carried.

8. PARKS REPORT

Committee Chair Shanahan and Parks Manger Riedel submitted the following report:

- Pickle Ball windscreens were installed on August 18th. Herb was unhappy with the windscreens sections that cover the entrance gates, so Action Fence has agreed to replace them free of charge. They are currently on order and expected to be replaced this week.
- On the morning of Aug. 23rd, parks staff noticed that the automatic gate at Ivanhoe Field was hit by a vehicle. Minor damage was done to the gate but one of the gate rollers was severely damaged. Gate Options repaired the gate on Aug. 24th.
- Pavement Solutions crack filled Behm park on Aug. 31st. Approx. 3300 linear feet of cracks were filled on the parking lot area.
- Tackle football is in full swing, along with fall baseball seasons at Behm and Ivanhoe Field. Lots of aerating and seeding going on at parks getting ready for fall.

9. CERT REPORT

Interim team leader Christine Seidner submitted the following report:

- We're working on the Township Recycling and Shredding Event on September 18th
- Organizing our inventory
- Holding an Open House/Bring A Friend Event at the township on October 18, 2021

10. COMMUNITY GARDEN REPORT

None

11. ELECTED OFFICIAL REPORTS**Assessor**

Assessor Herchenbach submitted the following report:

- We officially ended this publication season with 406 parcels under appeal, with this number being slightly inflated due to some of the appeals including multiple PIN's. While this number is substantially higher than my initial projections, it still represents approximately 80% of last year's final tally and is only about 2/3's of the number of appeals from the start of the quadrennial.
- Nearly all (more than 95%) of the appeals filed have been scheduled and defended, but not all of those have had a formal final decision from the Board. It appears that they initially overscheduled the number of files they could address in one day and created a situation where we were essentially forced to "hurry up and wait".
- We completed the first (and largest) phase of a project (by utilizing my access to the MLS) where we were double-checking properties that have publicly been rented and were still receiving their General Homestead Exemption. The result is a mailing to 26 residences (3 of which were also receiving a Senior Exemption) and could result in recouping \$513,000 of market value assessed.

Clerk – No Report

Highway Commissioner

Highway Commissioner Dodd submitted the following Report:

- Installed 150' of new storm sewer along Fairview and 70' along Forest (part of SIRF project)
- Painted intersection stripping, crosswalks, and speed hump markings
- Driveway culvert changes and ditch work on Crescent, Longmeadow Drive, Countryside Lake Drive, Chevy Chase
- 7 days of storm damage cleanup from Aug 10th storm
- Roadside trimming along Owens, Chevy Chase, Forest, Horizon Spur, Lake Fairfield Estates, Barnswallow, Schwerman, Oakdale. Boom mowing along Lakeview, Chevy Chase, Wiech, Acorn, Kenmore, Behm Park, Ivanhoe Park
- Started excavating on Village Green Stormwater Swale (WMB Project)

Contractor work:

- Behm Excavating installed water quality inlet structure along Forest (part of SIRF/WMB project)
- Crack-filling by Pavement Solutions on Baker, Russell, Walnut and Elmwood
- Asphalt Patching work by Chicagoland completed—approx. 2100sq yds of milling and 350 sq yards of full depth patching in West Shore Park, West Shoreland, Oak Terrace, Schwerman, Milton.
- Arbor Care Solutions removed large, hollow Cottonwood at Oak and 60 and dead oak on S Sylvan.

Additional Notes:

- Developed Brush Chipping Policy for future chipping
- Met with Summerhill HOA president about Park Dept discontinuing mowing along Fairfield Rd.
- Met with GHA regarding MS4 requirements—an updated Stormwater Management Plan is due
- Alicia and 3 employees attended tree care training by Chicago Tree initiative

Supervisor

Supervisor O’Kelly submitted the following report:

- Attended the Del Webb Car Show
- Met with Summerhill Estates President
- Met with Groot regarding Leaf Pickup
- Met with Merleanne regarding Recycling Event

Trustees

- Trustees Atleson, Shanahan and Voss attended the Del Webb Car Show. The happy event was well-attended.

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for August 2021:

- 2 EA clients
- No GA clients
- 74 Food pantry clients
- 5 Benefit Access applications
- 4 RTA Pass applicants
- 17 Diaper Bank donations/distributions
- 1 Mother’s Trust Found
- 49 School supplies distributed

13. PUBLIC COMMENTS

- Trustee Shanahan complimented Nancy Lech on her professionalism while assisting residents and clients.

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 **\$8501.46**
Permanent Road Fund in the amount of **\$53,670.06**
and General Town Fund in the amount of **\$97,793.67**

ROLL CALL:

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

All in favor, motion carried.

- Trustee Shanahan moved, and Trustee Atleson seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$2968.34**

All in favor, motion carried.

15. EXECUTIVE SESSION

None

16. ADJOURN

- Trustee Voss moved, and Trustee Shanahan seconded the motion to adjourn the meeting at 7:09 p.m.

All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: October 11, 2021

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE COUNTY OF LAKE
AND THE TOWNSHIP OF FREMONT FOR THE
PROVISION OF PARATRANSIT TRANSPORTATION SERVICES FUNDING**

THIS AGREEMENT is entered into this _____ day of _____, A.D. 20_____, by and between the COUNTY OF LAKE, Illinois, an Illinois body politic and corporate, acting by and through its Chair and County Board, hereinafter referred to as the COUNTY, and the TOWNSHIP OF FREMONT, an Illinois Unit of Local Government, acting by and through its Supervisor and Board of Trustees, hereinafter referred to as the TOWNSHIP. The COUNTY and the TOWNSHIP are hereinafter referred to collectively as “parties” to THIS AGREEMENT, and either one is referred to individually as a “party” to THIS AGREEMENT.

WITNESSETH

WHEREAS, the COUNTY and the TOWNSHIP are public agencies and governmental units within the meaning of the Illinois Governmental Cooperation Act, as specified at 5 ILCS 220/1, et seq., and are authorized by Article 7, Section 10 of the Constitution of the State of Illinois to cooperate, contract, and otherwise associate for public purposes; and,

WHEREAS, the purpose of the Intergovernmental Cooperation Act and Article 7 of the Constitution of the State of Illinois includes fostering cooperation among governmental bodies; and,

WHEREAS, the COUNTY and the TOWNSHIP wish to cooperate in promoting and encouraging the use of public transportation by improving the availability of paratransit services to meet the needs of seniors, persons with disabilities or medical needs; and,

WHEREAS, in 2008 the Lake County Coordinated Transportation Services Committee (hereinafter LCCTSC), which is a group of government, non-profit agency, and citizen representatives that have been working to improve paratransit services in Lake County, asked the COUNTY to apply to the Regional Transportation Authority (hereinafter the RTA), for funding

of the Lake County Northwest Demonstration Project to expand the hours of the existing Pace (Northwest Lake Dial-a-Ride) paratransit service in Antioch, Avon, Grant and Lake Villa Townships, as well as to Fremont and Wauconda Townships in Lake County, and to act as administrator and fiscal agent for said demonstration project. Said Lake County Northwest Demonstration Project shall hereinafter be referred to as the PROJECT; and,

WHEREAS, the LCCTSC has designated a Steering Committee for the PROJECT consisting of the Supervisors of the aforementioned six townships and representatives of two non-for-profit human service agencies (hereinafter STEERING COMMITTEE). The STEERING COMMITTEE meets quarterly and guides the parameters for the PROJECT; and,,

WHEREAS, the LCCTSC rebranded the coordinated paratransit service provided by the PROJECT as the “Ride Lake County” program; and,

WHEREAS, the COUNTY applied for Section 5310 federal funding from the RTA, and agreed to serve as the administrator and fiscal agent for the PROJECT; and,

WHEREAS, the RTA, has committed Section 5310 federal funding for the PROJECT; and,

WHEREAS, the COUNTY and the Pace Suburban Bus Division of the RTA (hereinafter PACE) have committed the required 50% local match for the federal funding for the PROJECT; and,

WHEREAS, the COUNTY and PACE have entered into an agreement for PACE to provide coordinated demand response transportation for the PROJECT; and,

WHEREAS, the TOWNSHIP desires to assist its residents with transportation and to provide \$4,000 in additional local funding to the COUNTY as described in THIS AGREEMENT to extend the PROJECT’s awarded federal funding; and,

WHEREAS, the RTA requires that the source of additional funds for the PROJECT shall be local and shall not contain federal funds as the PROJECT is receiving federal funding through the Section 5310 program; and,

WHEREAS, the COUNTY intends to launch a new countywide paratransit service at some point in 2022 that will not require funding contributions from the TOWNSHIPS; and,

WHEREAS, the expanded service area for the countywide service will include the service area of the PROJECT as described in THIS AGREEMENT; and,

WHEREAS, upon launch of a new countywide paratransit service the PROJECT as described in THIS AGREEMENT will conclude operations and be incorporated into the new countywide service.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, made and pursuant to all applicable statutes, local ordinances, and authority, the Parties do hereby agree to the following:

**SECTION I.
Recitals/Headings**

1. It is mutually agreed by and among the parties hereto that the foregoing preambles are hereby incorporated herein as though fully set forth.
2. It is mutually agreed by and among the parties hereto that the “headings” as contained in THIS AGREEMENT are for reference only and the actual written provisions, paragraphs and words of THIS AGREEMENT shall control.

**SECTION II.
PROJECT TRANSPORTATION SERVICES DESCRIPTION**

1. The Transportation Services Design for the PROJECT is as determined and approved by the STEERING COMMITTEE and may be modified from time to time upon consensus of the STEERING COMMITTEE.

SECTION III.
TOWNSHIP FUNDING

1. It is mutually agreed by and between the parties hereto that upon the launch of a new countywide paratransit service, the TOWNSHIP's financial obligation for the PROJECT covered under THIS AGREEMENT shall cease. As of this writing the new countywide paratransit service is estimated to begin May 1, 2022. (The start date is subject to change, without notice to the TOWNSHIP, and is dependent upon coordination of the new service with PACE.)
2. The TOWNSHIP agrees that the source of the funds for the TOWNSHIP financial obligation shall be local funding and shall not be comprised of federal funds. The TOWNSHIP share under THIS AGREEMENT is \$4,000.00.
3. It is mutually agreed by and between the parties hereto that to ensure the TOWNSHIP is invoiced solely for the PROJECT covered in THIS AGREEMENT; the COUNTY shall invoice the TOWNSHIP for twenty-five percent (25%) of its obligation on a quarterly basis, at the end of each quarter.
4. The TOWNSHIP will pay or cause to be paid to the COUNTY within thirty (30) days of the receipt of an invoice from the COUNTY the amount invoiced.
5. It is mutually agreed by and between the parties hereto that upon the launch of the new countywide service that the COUNTY shall issue a final invoice to the TOWNSHIP for any remaining obligation under THIS AGREEMENT for the PROJECT.

SECTION IV.
General Provisions

1. It is mutually agreed by and between the parties hereto that neither party hereto shall be deemed to be in default or to have breached any provision of THIS AGREEMENT as a result of any delay, failure in performance or interruption of services resulting directly or

indirectly from acts of God, acts of civil or military authority, civil disturbance, or war, which are beyond the control of such non-performing party.

2. It is mutually agreed by and between the parties hereto that nothing contained in THIS AGREEMENT is intended or shall be construed, in any manner or form, to create or establish a partnership or principal-agent relationship between the parties hereto, or to make the TOWNSHIP (including its elected officials, duly appointed officials, employees and agents) the agent, representative or employee of the COUNTY, or vice-versa, for any purpose or in any manner, whatsoever. The TOWNSHIP is to be and shall remain independent of the COUNTY, and vice-versa, with respect to all services performed under THIS AGREEMENT.
3. The TOWNSHIP agrees to indemnify, save harmless and defend the COUNTY, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the scope of service covered by THIS AGREEMENT. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the COUNTY, its agents, servants, or employees or any other person indemnified hereunder.
4. The COUNTY agrees to indemnify, save harmless and defend the TOWNSHIP, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the scope of service covered by THIS AGREEMENT. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the TOWNSHIP, its agents, servants, or employees or any other person indemnified hereunder.

5. It is mutually agreed by and between the parties hereto that any alterations, amendments, deletions or waivers of any provision of THIS AGREEMENT shall be valid only when expressed in writing and duly executed by the parties hereto.
6. THIS AGREEMENT represents the entire agreement between the COUNTY and the TOWNSHIP and supersedes all prior negotiations, representations or agreements, either written or oral.
7. THIS AGREEMENT may be executed in multiple identical counterparts, and all of said counterparts shall, individually and taken together, constitute THIS AGREEMENT.
8. It is mutually agreed by and between the parties hereto that any notice required by the provisions of THIS AGREEMENT shall be mailed to:

If to the COUNTY:

Director of Transportation/County Engineer
Lake County Division of Transportation
600 West Winchester Road
Libertyville, IL, 60048-1381

If to the TOWNSHIP:

Supervisor
Fremont Township
22385 W. IL Rte. 60
Mundelein, IL 60060

9. The invalidity or enforceability of any of the provisions of THIS AGREEMENT shall not affect the validity or enforceability of the remainder of THIS AGREEMENT.
10. THIS AGREEMENT shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns. No party hereto may assign, transfer, sell, grant, convey, deed, cede or otherwise give over, in any manner or form, any of its duties, obligations and/or responsibilities as heretofore set forth in THIS AGREEMENT without first

obtaining the expressed written consent and permission of the other party.

11. Except where otherwise provided in THIS AGREEMENT, terms of THIS AGREEMENT shall be perpetual in nature and terminable only by the mutual written agreement of both of the parties hereto.
12. THIS AGREEMENT shall be in effect beginning January 1, 2022 thru December 31, 2022, or until such time as the COUNTY's contract with Pace for the PROJECT ceases, whichever occurs earlier.

FREMONT TOWNSHIP

ATTEST:

Clerk

By: _____
Supervisor
FREMONT TOWNSHIP

Date: _____

RECOMMENDED FOR EXECUTION

Shane Schneider, P.E.
Director of Transportation /County Engineer
Lake County

COUNTY OF LAKE

ATTEST:

County Clerk

By: _____
Chair
Lake County Board

Date: _____

Assessor Report (October 2021)

- Final hearings have been held and all filed appeals resolved at this point. The county is anticipated to complete their final round of hearings this month for all townships.
- Work continues with reorganizing all areas of the assessor office (long overdue). Some new filing cabinets have been acquired thanks to connections with SWALCO, and we may be able to eliminate some of the older less functional cabinets.
- As a result of this re-organizing, we were made aware that the large server unit was primarily a backup system for our prior software system. The conversion to the county service has likely alleviated our need for a stand-alone system (like we were using) makes this duplicitous unit obsolete. Our IT service will confirm if we can fully remove that server and I'll keep you posted.

October 2021 Highway Notes

- Completed Village Green Stormwater Swale (WMB grant)
- Curb installed at 19251 Forest Lane
- Forest Lane Extension opened to traffic starting Sept
- Crew attended annual De-icing training (required by MS4, hosted by Lake Co DOT, focused on reducing road salt usage)
- Expanded info on Highway webpage, outlining culvert replacements, snow removal operation, brush chipping policies, road bonds and right of way maintenance.
- Attended pre-construction meeting for Gilmer / Midlothian intersection widening. Phase one to start this fall—moving utilities, installing storm sewer at S Sylvan and Gilmer, and temporary asphalt at S Sylvan -Gilmer intersection. S Sylvan at Gilmer will be closed for 2 weeks. Lake County will have website and email list to keep residents updated.
- Removed deteriorating railroad ties in right of way along Oakdale curve and installed Ballards around fire hydrant.
- Large oak tree along Oakdale (on private property) fell into roadway, snapping two utility poles. Highway removed brush and logs along right of way and roadside after ComEd cleared area.
- Completed work for Forest/Fairview SIRF with the exception of permeable parking areas along Fairview planned for 2022.
- Oak Terrace brush chipping completed Oct 4
- Highway lawyer drafted ordinance for vacating and dedicating ROW re-alignment for Ivanhoe Rd (correcting for changes from 50 years).
- Reviewing inventory of streetlights on our ComEd account
- Upgrading to LED lighting in the main bay of old building—ComEd rebate covering 60% of total cost.
- In-Depth inspection of Lakeview Parkway Bridge in Oak Terrace was completed. Some settling has occurred and minor concrete work needed within next year.

Thursday, October 7, 2021

- Met with Kerston Russell and Tim Wilson from Village of Mundelein to see how we can work together with Mundelein to serve residents better and reduce expenses.

FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN \$72,122.34
GENERAL ASSISTANCE \$4,215.93
ROAD & BRIDGE \$7,319.49
PERMANENT ROAD \$131,400.58
TOTAL \$215,058.34

FUND SUMMARY ON PAYROLL REPORT

	<u>TOTAL</u>	<u>TOWN</u>	<u>GA</u>	<u>PERM ROAD</u>
PAYROLL 9/24/21	\$17,336.73	\$2,957.03	\$1,747.74	\$12,631.96
PAYROLL 9/30/21	\$11,224.78	\$11,224.78		
PAYROLL 10/8/21	\$16,583.07	\$2,242.07	\$1,747.74	\$12,593.26
TOTAL	\$45,144.58	\$16,423.88	\$3,495.48	\$25,225.22

TOTAL FUND SUMMARY

GENERAL TOWN \$88,546.22
GENERAL ASSISTANCE \$7,711.41
ROAD & BRIDGE \$7,319.49
PERMANENT ROAD \$156,625.80
GRAND TOTAL \$260,202.92

FOOD PANTRY

\$0.00

FREMONT TOWNSHIP BOARD MEETING AUDIT
9/14/21-10/11/21

Certification to examine and audit ALL FUNDS invoices for the 10/11/2021 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 October 11, 2021.

Supervisor

Clerk

Trustee

Trustee

Trustee

Trustee

Highway Commissioner

CLERK'S ATTEST TO ALL PAYOUTS LISTED ABOVE:

Fremont Township Clerk

Date