

# **FREMONT TOWNSHIP BOARD MEETING AGENDA**

**Regular Board Meeting: September 13, 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 August 9, 2021 Regular Meeting.

**5. CORRESPONDENCE**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**7.1 Fall Auction Items**

- Motion to approve sale at Auction for General Town equipment listed on Attachment "A".

**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 August 9, 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**

None

**3. PUBLIC COMMENTS**

None

**4. APPROVAL OF MINUTES**

- Trustee Voss moved, and Trustee Shanahan seconded the motion to approve the minutes of the July 12 Regular Meeting including amended Supervisor’s Report to reflect date of Del Webb Car Show is on August 15, 2021.

**All in favor, motion carried.**

**5. CORRESPONDENCE**

None

**6. OLD BUSINESS**

None

**7. NEW BUSINESS**

None

**8. PARKS REPORT**

Parks Manger Herb Riedel submitted the following report:

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

#### **9. CERT REPORT**

Interim team leader Chris Seidner submitted the following report:

- Have registered our team with the National CERT Association and hope to have confirmation before the meeting
- Held in-person team meeting on July 19th. There was not a good turnout, only 9 out of 28 members showed up, including myself. However, it was a very productive meeting between those that did attend.
- Decided our plan of action would be to find out who is and isn't available to be on the Team. An email was sent asking for a YES or NO by Aug. 3rd with a follow up reminder sent on the 2nd. As of today, 13 have responded YES, 1 INACTIVE (But remain on Team), 4 NO and no response from 10 others.
- Our main concerns are Training, Equipment, Records, Outreach-Radio. I believe we all agreed that we need to revamp sub teams with those who want to move forward with CERT
- Will be holding more training meetings and reviews of inventory
- Planning to hold an Open House on Oct.18, 2021
- Contacting Countryside and Grayslake Fire Departments in the hopes they will become more involved with team training.
- Becoming more Proactive instead of Inactive with Community Events
- Recycling Event – On Sept. 18, 2021 team will support Township Recycling Event from 8-Noon. 7 members have signed up for this event so far.
- Support given to LCFG for their Micro Fair
- I would love any feedback I can get from the Board on their thoughts!

#### **10. COMMUNITY GARDEN REPORT**

None

#### **11. ELECTED OFFICIAL REPORTS**

##### **Assessor**

Assessor Herchenbach submitted the following report:

- As of today, we have 350 appeals. This number is substantially below last year's count of nearly 500 and the prior year's count of 600. This is shaking out to be a huge relief considering 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**

Clerk McCann submitted the following report:

- 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

### Highway Commissioner

Highway Commissioner Dodd submitted the following Report:

- Appointed Dollenmaier 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 31<sup>st</sup>, 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 2021 Asphalt Patching is August 5<sup>th</sup>.
- 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. First layer of binder was applied this year and next year all of Forest will be repaved.
- Village Green Project – all residents signed waivers of release allowing work to proceed. Expect the project to begin in next couple of weeks.

### Supervisor

Supervisor O’Kelly submitted the following report:

- Our one part-time employee found a full-time job, so we are looking to find her replacement
- Attended the TOI Conference in Rockford
- Attended the LCDOT Paratransit Meeting via zoom. LCDOT is excited to introduce a new proposed countywide paratransit system.
- For more than a decade, Lake County along with communities, townships, and transit partners have been evaluating and working to enhance transportation options for seniors and people with disabilities. This is often referred to as "paratransit." The new service aims to provide borderless countywide paratransit service, meaning users can get transportation to any area of Lake County for work, shopping, medical appointments, and more. They anticipate an April 2022 start date. There will be no cost to the township.
- Attended the Supervisor’s luncheon
- Delivered backpacks to all children in Diamond Lake Mobile Home Park
- So far, 90 children have received their backpacks. We have communicated with District 120/75 and 76 so we don’t duplicate our efforts.
- Hosted DMV event
- Our AARP Class is full with a waiting list.
- I am scheduling a voter registration event at Del Webb per their request.
- The Grand Dominion Car Show is Sunday, August 15 from 11 am to 3 pm. Please stop by if you can. Their community works hard to support us.
- Confirmed Passport Event for August 21 with Lake County Circuit Clerk’s office.
- Please remember Pat Stejskal as this week is the one year of her passing. Her family is coming to the garden on Thursday.

### Trustees

No Reports

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

The following statistics were reported for July 2021:

- No GA clients
- 1 EA client
- 1 Denied both
- 65 residents received food pantry assistance

- 6 Benefit Access applications
- 1 SafeLink phone applicant
- 6 RTA Pass applicants
- 1 IDHS/SNAP & Medicaid applicant
- 16 Diaper Bank donations/distributions
- 66 School supplies distributed

**13. PUBLIC COMMENTS**

None

**14. 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 **\$8,501.46**  
Permanent Road Fund in the amount of **\$53,670.00**  
and General Town Fund in the amount of **\$97,793.67**

Discussion: Trustee Shanahan inquired about timing of loan to Road District.

ROLL CALL:

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

**All in favor, motion carried.**

- Trustee Dollenmaier moved, and Trustee Shanahan seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$2,968.34**

**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 7:01 p.m.  
**All in favor, motion carried.**

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Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: September 13, 2021

## **ATTACHMENT "A"**

### **Fall 2021 Auction Items**

**Land Leveler. (Too big and hardly ever use. Takes up too much space.)**

**Ram Computer Mount for Ford Pickup. (Don't use anymore. Have IPAD)**

**Snow Bucket for Case Skid Steer. (Town bought bucket to move snow around Admin. Never Use).**

**2021 Ford 550 Center Counsel. (Don't use because of our snow plow controls)**

**Troy-Bilt Baby Tiller (Don't use anymore. Garden has their own.)**

**Little Wonder Walk Behind blower ( Never use.)**

## **Parks Report for September**

Pickle Ball windscreens were installed on August 18<sup>th</sup>. 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. 23<sup>rd</sup>, 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. 24<sup>th</sup>.

Pavement Solutions crack filled the Behm park on Aug. 31<sup>st</sup>. 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.

## **CERT REPORT – SEPTEMBER 2021**

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



## Assessor Report (September 2021)

- 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 years 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 actually 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.

# September 2021 Highway Notes

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## **In-house work:**

- 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 ditchwork on Crescent, Longmeadow Drive, Countryside Lake Drive, Chevy Chase
- 7 days of storm damage cleanup from Aug 10<sup>th</sup> 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)
- Crackfilling 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.

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'S REPORT – SEPTMEBER 2021**

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

**FUND SUMMARY ON BOARD AUDIT REPORT**

GENERAL TOWN \$86,731.54  
GENERAL ASSISTANCE \$1,990.42  
ROAD & BRIDGE \$9,190.38  
PERMANENT ROAD \$167,318.58  
**TOTAL \$265,230.92**

**FUND SUMMARY ON PAYROLL REPORT**

	<b>TOTAL</b>	<b>TOWN</b>	<b>GA</b>	<b>PERM ROAD</b>
PAYROLL 8/13/21	\$17,668.57	\$2,817.05	\$1,747.74	\$13,103.78
PAYROLL 8/27/21	\$17,084.93	\$2,483.03	\$1,747.74	\$12,854.16
PAYROLL 8/31/21	\$11,256.78	\$11,256.78		
PAYROLL 9/10/21	\$15,956.79	\$1,615.79	\$1,747.74	\$12,593.26
<b>TOTAL</b>	<b>\$61,967.07</b>	<b>\$18,172.65</b>	<b>\$5,243.22</b>	<b>\$38,551.20</b>

**TOTAL FUND SUMMARY**

GENERAL TOWN \$104,904.19  
GENERAL ASSISTANCE \$7,233.64  
ROAD & BRIDGE \$9,190.38  
PERMANENT ROAD \$205,869.78  
**GRAND TOTAL \$327,197.99**

**FOOD PANTRY**

**\$1,408.45**