

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: January 9, 2023, at 6:30 P.M.

22385 W. Highway 60, Mundelein, IL 60060

Location: 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 December 12, 2022, Regular Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Highway Department Request for Temporary Line of Credit

- Motion to approve Highway Department seeking a temporary line of credit from the Township for cash flow purposes for the year 2023.

7.2 Highway Department to Install a Vector Dump Bin Onsite

- Motion to approve Highway Department installing a vector dump bin onsite.

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 **\$42,533.63**
Permanent Road Fund in the amount of **\$122,993.80**
And General Town Fund in the amount of **\$96,932.07**

Roll Call

Cont.

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$5,316.21**

15. EXECUTIVE SESSION

16. ADJOURN

TIME: _____



MINUTES OF THE BOARD OF 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 December 12, 2022, 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
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 November 7, 2022 Regular Meeting.
All in favor, motion carried.
 - Trustee Voss moved and Trustee Shanahan seconded the motion to approve the minutes of the November 28, 2022 Special Meeting.
All in favor, motion carried.
5. **CORRESPONDENCE**
None
6. **OLD BUSINESS**
None

7. NEW BUSINESS

7.1 2022 Town Levy Ordinance No. 288

- Trustee Voss moved and Trustee Dollenmaier seconded the motion to adopt Fremont Township Ordinance No. 288 levying taxes for the purpose of the General Town and General Assistance funds in the amount of \$1,275,424.00.

ROLL CALL

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

Nay: None

All in favor, motion carried.

7.2 2022 Road District Levy Ordinance No. 289

- Trustee Dollenmaier moved, and Trustee Voss seconded the motion to adopt Fremont Township Ordinance No. 289 levying taxes for the purpose of the Road and Bridge and Permanent Road funds in the amount of \$1,870,673.00.

ROLL CALL

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

Nay: None

All in favor, motion carried.

7.3 2023 Board Meeting Schedule

- Trustee Dollenmaier moved, and Trustee Voss seconded the motion to approve the 2023 Board Meeting Schedule.

All in favor, motion carried.

7.4 2023 Parks Committee Meeting Schedule

- Trustee Shanahan moved and Trustee Voss seconded the motion to approve the 2023 Parks Committee Meeting Schedule.

All in favor, motion carried.

7.5 General Assistance and Emergency Assistance Payment Levels

Discussion

Supervisor O’Kelly informed the trustees that GA and EA payment levels have increased effective December 1, 2022. Payment levels are as follows:

Emergency Assistance Payment Levels

| | |
|-----------|---------|
| 1 person | 340.00 |
| 2 people | 500.00 |
| 3 people | 650.00 |
| 4 people | 800.00 |
| 5 people | 950.00 |
| 6 people | 1100.00 |
| 7 people | 1250.00 |
| 8 people | 1400.00 |
| 9 people | 1550.00 |
| 10 people | 1700.00 |

General Assistance Payment Levels

| | |
|----------|--------|
| 1 person | 340.00 |
| 2 people | 417.00 |
| 3 people | 565.00 |
| 4 people | 621.00 |
| 5 people | 727.50 |
| 6 people | 817.50 |
| 7 people | 861.00 |
| 8 people | 906.00 |
| 9 people | 952.50 |

10 people 1003.50

7.6 Parks Maintenance Equipment Purchases

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to approve individual purchases of the following parks maintenance equipment:
 Ford F-250 Utility Box Body in the amount of \$16,899.00
 3 Recycling Centers for Ivanhoe ballfield in the amount of \$5,274.52
 2023 Fertilizer Program in the amount of \$15,828.95
 Lawn Mower – 15 Swivel Wheel in the amount of \$3,799.00

All in favor, motion carried.

8. PARKS REPORT

Parks Manager Herb Riedel submitted the following report:

- Park crews were not able to add ball mix to small baseball field at Behm. Getting the ball mix material has been difficult due to supply chain issues. Crew was able to roll (compact) clay infields at Behm and add “Field Conditioner” to those areas prepping them for spring play.
- Crew has begun work on trimming trees and overgrown brush in “Landscape Buffer” area outside of Behm Park. This area was last maintained in 2019.
- Parks are officially closed for season.
- Work will begin on “Field Usage” contract for Ivanhoe Community Club Park.

9. CERT REPORT

CERT Team Leader Lou Bruno submitted the following report:

- The Cert Team held its joint training this October in conjunction with Round Lake Area Cert and we have three new qualified members. Additionally, we have 3-5 individuals who are interested in joining the team and training and will they be joining in our activities until they are fully trained and certified. Those untrained individuals will not be allowed to take part in call out activities unless directly supervised and limited in activity assigned.
- The Team provided traffic and crowd assistance for the Countryside Fire Department Open House in October. We also provided the traffic Management as requested for the Township Recycling event in September.
- Six Members took part in the Lake County EMA conference on November 9. Another member is taking part in the Lake County EMA search and rescue training.
- We have our last Team meeting of the year on December 7 and our goals for 2023 are to continue with adding new members and taking stock of and improving our equipment. New Team member clothing is necessary and new radios are a priority.

10. COMMUNITY GARDEN REPORT

No Report

11. ELECTED OFFICIAL REPORTS

Assessor

- It’s been a very busy month reviewing all neighborhoods to double check and verify data in preparation of the quadrennial. This is an opportunity to eliminate outlying assessments and maintain the greatest possible level of uniformity.
- Attended a well-received presentation in Mundelein in conjunction with Holly Kim as part of a “Homebuyer Expo” to address assessment questions at Santo Maria in Mundelein.
- Attended the annual Assessor’s meeting where we received the good news that the county will not be receiving an additional state factor applied to this year’s tax bill.
- We received a final summary for this year’s Board of Review appeal hearings and our final total filed was 185 (equal to less than 46% of the previous year). For comparison, the county total was 7,288 cases which is just over 58% of the prior year. Among the 18 townships, Fremont tied for second place with Waukegan township by having 2.2% of those appeals increase in value (Antioch had a slightly higher increase rate of 2.7%). We also had the third highest rate of “no change” at 73.5% (behind Lake Villa at

73.9% & Zion at 75.8%). Combing all results leaves Fremont with the lowest percentage of appeals reduced at 23.2%.

Clerk

No Report

Highway Commissioner

Highway Commissioner Dodd submitted the following report:

- Chicagoland completed asphalt patching in various locations.
- Highway department installed a generator to power both buildings in the event of loss of power.
- Replaced signs and posts in Countryside Oaks.
- Surface layer of asphalt laid on Sylvan S by Peter Baker. Concrete driveways were patched.
- One plowing event on Nov 17.
- Crew did tree work, vactoring, leaf clean-up, generator hook-up, installed obstacle markers, cold patching, removing abandoned fence posts and barb wire from right of ways, straightened signs, training on tree ID.
- Order for 2022 Ford 550 was cancelled by Ford due to lack of vehicles produced in 2022. Re-ordered a 2023 Ford 550. Ford will not give any timeframe on availability. We will be checking for 2022 Ford 350/450/550 on lots in the region.
- Alicia has been working on getting IGAs in place with Hawthorn Woods, Round Lake, Mundelein, Long Grove, and Wauconda for work done on roads not under our jurisdiction. HW and RL IGAs have been approved by their boards. Mundelein and Wauconda are expected this month.
- Applications and budget were submitted to the state for \$50,000 for General Infrastructure Funding and \$1.5 million for Diamond Lake Paving and Drainage.
- Application submitted for ARPA Lake County for equipment funding.
- Met with Bleck Engineering to check progress and outstanding items for dam build. Expected Bid Opening—February 2023. Project timeframe - April/May - November 2023.

Supervisor

Supervisor O’Kelly submitted the following report:

- Attended the TOI conference in Springfield
- Trustee Voss and I distributed Thanksgiving meals
- Emceed the Mundelein High School Show Choir Event
- Parks Meeting
- Budget Meeting
- Attended the Watershed Management Meeting
- Ship Counseling for our seniors ended and we saved Fremont residents \$ 60,207.00. Every Fremont Township resident wanting an appointment was able to meet with the ship counselor.
- We are currently working on the holiday adopt a family and adopt a senior programs.

Trustees

- Trustee Voss said he enjoyed helping to distribute this year’s turkeys for residents in need.
- Trustee Shanahan reported all parks are closed.

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for November 2022:

- No GA clients
- No EA clients
- 80 residents received food pantry assistance
- 20 LIHEAP applications (153 year to date)
- 4 Benefit Access applications
- 7 Nicor Gas Sharing applications
- 6 RTA Pass application
- 18 Diaper Bank donations/distributions

- 6 License Plate Sticker applications
- 106 SHIP Appointments held saving residents a total of \$60,207 on Medicare Part D

13. PUBLIC COMMENTS

None

14. APPROVAL OF BILLS

- Trustee Voss moved, and Trustee Atleson seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of **\$27,866.04**
Permanent Road Fund in the amount of **\$109,020.17**
and General Town Fund in the amount of **\$83,361.67**

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 **\$4,702.88**

All in favor, motion carried.

15. EXECUTIVE SESSION

None

16. ADJOURN

- Trustee Dollenmaier moved, and Trustee Atleson seconded the motion to adjourn the meeting at 6:34 p.m.
All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: January 9, 2023

Assessor Report (January 2023)

- Attended the Village of Mundelein meeting regarding the land annexation for the Wirtz property (Ivanhoe Village)
- Continual neighborhood review to double check and verify data in preparation of the quadrennial.
- The county published our tentative factor based on sales submitted for 2020/2021/2022 (a very active market period) with Fremont getting a 1.0903 tentative factor. Township factors ranged from 1.0676 to 1.1310 with Fremont being mid-pack. These tentative factors are the primary reason that I am asking for an increase in my budget for salaries in the case that we will likely see an increase in appeal cases and value inquiries.
- I wanted to reiterate that we received a final summary for this year's Board of Review appeal hearings and our final total filed was 185 (equal to less than 46% of the previous year). For comparison, the county total was 7,288 cases which is just over 58% of the prior year. Among the 18 townships, Fremont tied for second place with Waukegan township by having 2.2% of those appeals **increase** in value (Antioch had a slightly higher increase rate of 2.7%). We also had the third highest rate of "no change" at 73.5% (behind Lake Villa at 73.9% & Zion at 75.8%). Combing all results leaves Fremont with the lowest percentage of appeals reduced at 23.2%.
- Met again with the architect to arrive at a nearly finalized plan for reworking the entrance design (sidewalk/steps/ramp).
- Assisted the supervisor with reviewing bathroom improvement options for this building.

Clerk Report – January 2023

FOIA Requests:

SmartProcure – Requested and received information regarding employee/staff contact information

SmartProcure - Requested and received information regarding vendor purchases from 10/11/22 to current

Received request from resident to view camera footage from Assessor's counter for 12/19/22. Staff located footage and resident is scheduled to view it on 1/5/23 at 1:00 p.m.

Levy's

The Town and Road District Levy's have been filed with the County Clerk's office.

Wednesday, January 4, 2023

January 2023 Highway Notes

- Thanks to our crew who had snow events on holidays—Dec 23rd, 24, 26th. Also had a crew on call on New Years Eve.
- Crews worked on cleaning and inspecting catch basins—inspections and work orders are being recorded in GIS tracking system.
- Removed dying oak on Imperial Court, cleaned trash from roadsides, finished break room improvements started last winter, attended Winter Tree ID class at Morton Arboretum, repairs to Vactor, several plow rounds for snow/ice/drifted.
- Completed IGA agreements with Round Lake, Wauconda, Wauconda Township and Hawthorn Woods.
- Sylvan Dam qualifies as a historic site, which requires us to submit historical related info to the State Historic Preservation Officer for documentation purposes prior to our project being able to move forward.

FUND SUMMARY ON BOARD AUDIT REPORT

| | |
|--------------------|---------------------|
| GENERAL TOWN | \$87,295.84 |
| GENERAL ASSISTANCE | \$1,709.61 |
| ROAD & BRIDGE | \$42,533.63 |
| PERMANENT ROAD | \$88,989.51 |
| TOTAL | \$220,528.59 |

FUND SUMMARY ON PAYROLL REPORT

| | <u>TOTAL</u> | <u>TOWN</u> | <u>GA</u> | <u>PERM ROAD</u> |
|------------------|--------------------|-------------------|-------------------|--------------------|
| PAYROLL 12/16/22 | \$16,647.33 | \$209.27 | \$1,803.30 | \$14,634.76 |
| PAYROLL 12/30/22 | \$18,674.13 | -\$2,498.70 | \$1,803.30 | \$19,369.53 |
| PAYROLL 12/30/22 | \$11,925.66 | \$11,925.66 | | |
| TOTAL | \$47,247.12 | \$9,636.23 | \$3,606.60 | \$34,004.29 |

TOTAL FUND SUMMARY

| | |
|--------------------|---------------------|
| GENERAL TOWN | \$96,932.07 |
| GENERAL ASSISTANCE | \$5,316.21 |
| ROAD & BRIDGE | \$42,533.63 |
| PERMANENT ROAD | \$122,993.80 |
| GRAND TOTAL | \$267,775.71 |

FIRST MIDWEST

| | |
|---------------------------|------------|
| FOOD PANTRY | \$4,903.91 |
| GARDEN DONATIONS EXPENSES | \$0.00 |