



**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 February 13, 2023 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, Supervisor O’Kelly  
**ELECTED OFFICIALS PRESENT**  
Clerk McCann, Assessor Herchenbach, Highway Commissioner Dodd  
**OTHERS PRESENT**  
Lou Bruno, CERT Team Leader
3. **PUBLIC COMMENTS**  
None
4. **APPROVAL OF MINUTES**
  - Trustee Dollenmaier moved, and Trustee Shanahan seconded the motion to approve the minutes of the January 9, 2023 Regular Meeting.  
**All in favor, motion carried.**
5. **CORRESPONDENCE**  
None
6. **OLD BUSINESS**  
None
7. **NEW BUSINESS**
  - 7.1 **Sale of Surplus Equipment**

- Trustee Shanahan moved and Trustee Atleson seconded the motion to approve sale of surplus equipment including fifty-eight brown metal folding chairs with cart to Hebron Township for the sum of \$1.00.

**All in favor, motion carried.**

#### **7.2 Administration Equipment Items to be Auctioned off Through Obenauf Auction Service**

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to approve the following Administration items to be auctioned off through Obenauf Auction Service:

(5) 8' beige plastic folding tables

(6) 6' white plastic folding tables

(1) 6' brown metal folding table

(1) 8' gray metal folding table

(11) 4' square beige folding card tables

**All in favor, motion carried.**

#### **7.3 Parks Equipment Items to be Auctioned off Through Obenauf Auction Service**

- Trustee Shanahan moved and Trustee Atleson seconded the motion to approve the following Parks items to be auctioned off through Obenauf Auction Service:

(1) 2016 Hotsy Pressure Washer

**All in favor, motion carried.**

#### **7.4 Transfer of Appropriation Ordinance No. 2-13-2023**

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to adopt Transfer of Appropriation Ordinance No. 2-13-2023 detailing FY 2022-2023 Town and Road District line-item transfers.

##### **Roll Call**

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan. Nay: None

**All in favor, motion carried.**

### **8. PARKS REPORT**

Trustee Shanahan submitted the following:

- Parks Committee met on February 6 to review the new MBSA contract. The contract will be for one-year to bring into line with the other user groups so that at the end of the one-year contract, all user groups will be on three-year contracts renewing at the same time.
- All new contracts include a requirement that the user groups must pay to maintain their buildings, storage sheds and any other structures. The township will maintain the fields only.

### **9. CERT REPORT**

Team Leader Lou Bruno submitted the following:

- Our Team has had a great start to 2023 with its new members taking full part. Recruiting new members will remain a focus in 2023 and we are planning on a second joint training in May with Round Lake Area Cert and then may be a second training group on our own in the Fall. Training classes with another Team proves to save time and money for all involved.
- Our members are taking part in numerous training opportunities, most of which are offered free. Members will or have taken refresher CPR courses with Countryside FPD with a fee waiver. Members are taking part in the monthly online training available through the Illinois Cert Association. The Illinois Cert Association is a recently formed organization that has Board Members from Lake county that we are in close contact with. Members are going to attend free Weather Spotter Training from the US Weather Service. This is just some of the training and refresher courses members are taking.
- The Township has informed us of the recycling event dates and we have Team leads appointed for those events and personal commitments have already been made.

- We were just informed of a Red Cross Smoke Alarm event in cooperation with the Round Lake Area Fire Department and we will be offering our services in March on the 18th. The Team will be working once again as is our custom with Mundelein CERT on 4th of July events including a joint parade unit including the trailer. As a new Outreach effort we are planning on attending and providing an information table at the Grayslake Framers market this season on select dates.

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

Commissioner Dodd submitted the following:

- Two thousand people attended the Round Lake Seed Swap this year
- Enrolled in a volunteer match program which equals new volunteers this year, including those from Target.

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

##### **Assessor**

Assessor Herchenbach submitted the following:

- Continuing neighborhood review and verifying data in preparation for the quadrennial review
- Was informed of a company called NearMaps to aid in data discovery. Supervisor informed me that the Highway Department had already subscribed so I spoke with Commissioner Dodd and representative from NearMaps to create a partner subscription
- Attended an American Heart Association CPR/AED program in conjunction with the Highway Department (along with one staff member from the Assessor's office)
- Met with Steve Colaizzi (Field Representative from State Local Record's Office) to bring our records disposal current for the Assessor's office
- Attended a county sponsored class highlighting point-by-point processing for the quadrennial review

##### **Clerk**

Clerk McCann submitted the following:

- The Agenda for the Annual Town Meeting must be approved by the Board at the March 13, 2023 Regular Meeting. The ATM notice will be published in the Daily Herald and posted on township website and bulleting boards 30 days prior to the meeting
- Planning a meeting with the Local Records office to review the administrative Records Retention Schedule and submit a records disposal request. Last disposal cycle was in the spring of 2021

##### **Highway**

Highway Commissioner Dodd submitted the following:

- Sylvan Lake Dam FEMA grant update: Status is contingent on State Historic Preservation Office approving an alternate proposal for collecting historical data. Engineers are proceeding with final steps in hopes of a spring bid opening.
- Diamond Lake Drainage Improvement Funding update: Paperwork has been submitted for \$500,000 advance for work starting in July.
- West Shore Park Drainage Improvements DCEO update: our application that was submitted for funding through SMC in 2021 is being recommended for this next round of funding for possible 2024. While some projects were completed in 2022, additional drainage improvements are needed that could be included under this grant.
- Crew completed CPR/First Aid training, tree removals, vactoring and catch basin inspections, demo-ing of replacement vac - trailers.
- Numerous plowing events during last week of January
- Office work has included GIS mapping of covenants, easements, road bonds, and IGAs. MSDS sheets, Policy manual development, Inventory of safety equipment.
- Alicia met with Gewalt Hamilton about NPDES permit changes and Spill Prevention Control and Countermeasure Plan.

**Supervisor**

Supervisor O'Kelly submitted the following:

- Attended Supervisor's luncheon
- Met with high school superintendent
- We have a new diaper exchange agreement with an organization called Keeping Families Covered
- Thank you to Commissioner Dodd for arranging CPR class
- Attended Parks Meeting with MBSA
- Registered voters at Del Webb and helped them order ballots
- Upcoming events include May recycling, September Recycle-Rama, passport registration, DMV registration, DMV Rules of the Road, Catholic Charities classes and AARP driving class

**Trustees**

- Trustee Shanahan attended the Mundelein High School referendum open house. Planned projects include \$175 million in improvements for athletic fields, pickleball fields at Village Green and common facilities.

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

The following statistics were reported for January 2023:

- No GA clients
- 1 EA client
- 68 residents received food pantry assistance
- 8 LIHEAP applications
- 1 Benefit Access application
- 2 Nicor Gas Sharing applications
- 1 RTA Pass application
- 14 Diaper Bank donations/distributions
- 2 School supplies
- 1 License Plate sticker application

**13. PUBLIC COMMENTS**

None

**14. APPROVAL OF BILLS**

- Trustee Shanahan moved, and Trustee Atleson seconded the motion to audit and approve for payment of Road and Bridge Fund in the amount of **\$32,112.02**  
Permanent Road Fund in the amount of **\$75,784.28**  
and General Town Fund in the amount of **\$79,280.31**

ROLL CALL:

Aye: Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan.

**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 **\$7301.86**

**All in favor, motion carried.**

**15. EXECUTIVE SESSION**

None

**16. ADJOURN**

- Trustee Atleson moved, and Trustee Dollenmaier seconded the motion to adjourn the meeting at 7:01 p.m.  
**All in favor, motion carried.**