

FREMONT TOWNSHIP BOARD MEETING AGENDA

22385 W. Highway 60, Mundelein, IL 60060

September 11, 2023 at 6:30 P.M.

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 August 14, 2023, Regular Board Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Recycling Tuff Shed

- Motion to approve purchase of Tuff Shed at a cost of \$_____ for recycling program.

7.2 Entranceway Railing System

- Motion to approve installation of railing system at a cost of \$7,440.00 for front entranceway remodel project.

7.3 Entranceway Automatic Door Systems

- Motion to approve purchase of automatic door systems at a cost of \$16,656.00 for Administration Center.

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 **\$11,118.02**
Permanent Road Fund in the amount of **\$79,386.63**
And General Town Fund in the amount of **\$101,803.81**

ROLL CALL

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$4,618.24**

15. EXECUTIVE SESSION
Topic:: Land Acquisition

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 August 14 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, Trustee Voss, Supervisor O’Kelly
ELECTED OFFICIALS PRESENT
Clerk McCann, Highway Commissioner Dodd, Assessor Herchenbach
OTHERS PRESENT
Rose Marie Domeny
3. **PUBLIC COMMENTS**
None
4. **APPROVAL OF MINUTES**
 - Trustee Shanahan moved, and Trustee Voss seconded the motion to approve the minutes of the July 10, 2023 Regular Meeting.
All in favor, motion carried.
5. **CORRESPONDENCE**
None
6. **OLD BUSINESS**
None

7. NEW BUSINESS

7.1 Administration Center and Highway Parking Lot Paving Maintenance

- Trustee Shanahan moved and Trustee Atleson seconded the motion to approve proposal to crack-seal, sealcoat and restripe parking lots at Administration Center and Highway facility for a total cost of \$10,855.00.
All in favor, motion carried.

7.2 Behm Park Asphalt Patching

- Trustee Shanahan moved and Trustee Voss seconded the motion to approve proposal to replace asphalt in specific locations prior to sealcoating parking lot at Behm Park for a total cost of \$5,503.00.
- All in favor, motion carried.**

7.3 Behm Park Paving Maintenance

- Trustee Shanahan moved and Trustee Voss seconded the motion to approve proposal to crack-seal parking lot, lot entranceway and all walking paths at Behm Park for a total cost of \$4495.00
All in favor, motion carried.

7.4 Ivanhoe Park Paving Maintenance

- Trustee Shanahan moved and Trustee Voss seconded the motion to approve proposal to crack-seal, sealcoat and restripe entire parking lot and entranceway at Ivanhoe Park for a total cost of \$7001.00.
All in favor, motion carried.

7.5 Behm Park Small Field Renovation

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to approve proposal to renovate the infield at Behm Park's small field for a total cost of \$10,440.00.
All in favor, motion carried.

8. PARKS REPORT

Parks Manager Herb Riedel reported the following:

- Reported last month that we were having some new sod installed on the football field in areas where heavy play has created some issues. Approx. cost was initially \$1,000.00 but we found out that our repair areas needed to be much larger than we first expected. We ended up replacing 650 sq. ft of sod in order to get rid of damaged areas. Grass seed and blanket is a much cheaper option but has almost a zero succeed rate due to the amount of activity on the fields every day. 5 days was all that was needed before the Stallions were allowed to play on the newly sodded areas.
- Had an onsite meeting with the same company to discuss replacing some damaged sod areas on the infield grass portion of the small baseball field. Initial thoughts were to only replace bad areas of infield grass. It is now determined that we should replace all of the infield grass in order to achieve the proper slope for drainage. In order to remove the big lip in between the clay area and the outfield grass, we need to remove a strip of sod along the outfield perimeter in order to regrade and achieve proper play. All renovated areas will then be re sodded. At last month's board meeting, a synthetic pitcher's mound was approved by the board for this field as well. We will **NOT** be pursuing that purchase at this time due to concerns from the Lake County Lightning. At the budget meeting last November, we discussed the need to add clay to the infield area of this field as well. We will not be pursuing that task this year either.

- Met with reps from Pavement Solutions to discuss and evaluate all of our facilities. As expected, Behm Park will be too expensive to complete this year. Hoping for board approval on Admin/Highway facility, Ivanhoe Field and will then try to complete ½ of Behm Park proposal.
- Costs also came in extremely high for pickle ball fence repair due to high labor costs. We will try and find time to purchase parts and do repairs in house.
- Tackle football season has started while baseball is in between summer and fall seasons. Soccer winds down after the month of August as well.
- Removed (3) dead trees in the Behm Park buffer zone area at 215 Hialeah Ln per homeowners' request.

9. CERT REPORT

No Report

10. COMMUNITY GARDEN REPORT

- Lake County Sustainability group visited the garden.

11. ELECTED OFFICIAL REPORTS

Assessor

Assessor Herchenbach reported the following:

- Assessment blue cards will be mailed the week of August 24.

Clerk

No Report

Highway Commissioner

Highway Commissioner Dodd reported the following:

- Berger began storm sewer installation on West Shore Drive on July 27th. Work is progressing slower than expected due to sand and gravel backfill from sanitary sewer installation years ago.
- Arbor Care did tree and brush clearing on Acorn drainage lots.
- Crew did storm sewer install on Walnut Av, roadside tree trimming, culvert replacement painting of stop bars and speed humps, mowing, tree removals, and cattail removals in Steeplechase easement.
- Alicia met with SMC for Sylvan Dam bidding and financial discussions
- Alicia attended demonstration of the beaver dam levelers with Manitou Creek Watershed Alliance.
- Alicia met with Countryside Lake management committee about a possible IEPA 319 grant—also attended meeting with SMC about 319 grant application process.
- 2023 Kenworth T480 was delivered, this will eventually replace 1997 International currently used as a chipper truck.
- 2024 Volvo chassis was delivered to Bonnell to start the truck build.

Supervisor

Supervisor O'Kelly reported the following:

- The landowner's change form and deed were submitted to Crown Castle. Their system now has us set up to receive payment beginning December 1, 2023 per the agreement with Judith Elfering. The anticipated revenue is \$2073.60 per month.
- We have not yet received a check from Tekampe's for the repair of the septic system.
- We received a check from Swalco for \$1100.00 for the 2022 shoe, clothing and textile recycling partnership. We recycled 15516 pounds of textiles.
- The Assessor and I have been working on the updated employee manual. It is being reviewed in house and it will be sent to the attorney for review and then will come to the board.
- We received 5 hogs from the Lake County Fair. Bill Steffenhagen donated 4 and Sancken Trucking donated 1.
- We took delivery of a new freezer today for the food pantry.
- Thank you to Herb and Joe for their work on the front entrance. There is a revision being made to the railings.

Trustees

- Trustee Shanahan enjoyed the Dell Webb Car Show fundraiser for the township food bank
- Trustee Voss enjoyed the Intelligentsia cycling grand prix held in downtown Mundelein

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for June 2023:

- No GA clients
- 1 EA client
- 90 residents received food pantry assistance
- 3 Farmer’s Market Co-op
- 5 Benefit Access application
- 1 NiCor Sharing
- 2 RTA Passes
- 1 IDHS/SNAP Medicaid
- 16 Diaper Bank
- 4 License Plate stickers
- 5 hogs donated from Lake County Fair live auction

13. PUBLIC COMMENTS

Rose Marie Domeny asked the township to support an upcoming performance for the Lake Forest Symphony Orchestra.

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 **\$11,804.52**
Permanent Road Fund in the amount of **\$248,321.98**
and General Town Fund in the amount **\$189,264.25**

ROLL CALL:

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

All in favor, motion carried.

- Trustee Voss moved, and Trustee Dollenmaier seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$6625.98**

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 6:50 p.m.
All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: September 11, 2023



629 Homewood Ave.
Highland Park, IL 60035
847-432-7783

Proposal		
Date	Estimate #	Terms
5/1/2023	1-879	Proposal
Customer Billing Information		
Herb Riedel 22385 W. Illinois Highway 60 Mundelein, IL 60060		

Project Name & Location	
Herb Riedel 22385 W. Illinois Highway 60 Mundelein, IL 60060	
Description of Proposed Work	Total
Core 2" holes, 4" deep for new railing's Set new railing's supplied by owner at the new concrete front entry	7,440.00
Total	\$7,440.00

Owner Signature _____

By signing this proposal, you authorize MAG Construction Co. to execute the above work for the stated amount. Proposal good for 30days.

SUBURBAN

Door Check & Lock Service, Inc.

415 West Ogden Avenue
Westmont, IL 60559
Phone 630/968-4727
FAX 630/968-5443

August 30, 2023

Fremont Township
22385 W Route 60
Mundelein, IL 60060

Attn: Herb Riedel

PROPOSAL

Main Entry-Inner and Outer Doors:

	Labor to remove the door closers and install an automatic door opener.	
	Install four wireless push buttons and a bollard post.	
2	LCN 4692-REG-DRLBZ push auto equalizer automatic door openers	
2	RCI 946HP475 square push buttons	
1	RCI 946475 SUR surface mount box	
2	RCI 941HPMO mullion push buttons	
2	RCI 941SUR surface mount boxes	
1	BEA 10 bollard BRZ bollard post	
4	BEA 10TD900PB wireless transmitters	
2	BEA 10RD900 wireless receivers	
2	Custom arm mounting bars	
1	Custom back plate	
1	BEA 10TD900HH2 two button handheld transmitter	11,168.00

Back Door:

	Labor to remove the existing door closer and install an automatic door opener.	
	Install two wireless push buttons and surface mount boxes.	
1	LCN 4642-REG alum push Auto Equalizer automatic door opener	
1	RCI 946HP47 square push button	
1	RCI 946475 SUR surface mount button	
1	RCI 941HPMO mullion push button	
1	RCI 941SUR surface mount box	
2	BEA 10TD900PB wireless transmitters	
1	BEA 10RD900 wireless receiver	
1	Custom arm mounting bar	
1	Custom back plate	5488.00

Total Job Estimate: 16,656.00

***Overhang on both exterior entries to be modified by others, to make room for the auto opener.**

Please Note:

***110-volt power needs to be installed into the automatic opener, by others.**

***Prices reflect work performed during normal business hours-valid for 60 days.**

Quoted by: Clinton Vrchota
Quote # FREM2023 MA

Parks Report for September 2023

Parks staff picked up processed pigs for Food Pantry on Aug. 17th.

Ivanhoe Ballfield Parking lot was crack sealed, seal coated and restriped on August 24th.

Parks Staff helped with new Admin flag pole installation.

New concrete "Bring Your Own Bag Boards" were installed at Behm Park on August 29th.

All trees were trimmed at Behm Park due to low lying branches interfering with people visiting the park.

Continue to get complaints about the middle pickle ball court. Some large cracks have also appeared recently throughout the entire court surface.

Parks staff worked hard to get Admin Front Entry ready for temporary opening.

Behm's small baseball field renovation is scheduled to be completed on Sept. 7th by Greensource Sod Company.

Lake County Stallions have had some big tackle football weekends already at Behm Park. Tackle football has really picked up the last 2 years. The Lake County Stallions are planning another "Family Day" at Behm like they did last year. Last year over 1,000 people were at Behm Park during the all day event. This event is expected to be as big as long as they have good weather. Parks Staff will play an active role in park setup the day before and also the day of the event as well.

CERT September 2023 Report

The team held its fall meeting on September 5. We had a quiet summer with no incidents that required deployment of the team within the Township or the Lake County area. No major weather incidents, man made emergency incidents, or acts of nature occurred that has kept us busy over the last few years occurred. We did take part in the Mundelein July 4th parade and provided some assistance to other teams for local planned events.

For the fall our activities include and planning made for:

September 23, 2023 assistance for the Township Recycling event,
Countryside Fire Department Open House on October 8,
Joint Training Session with Round Lake Area Cert on October 13-15 and then a final examination to be held at the Township on October 21.

We are working on a Library Information Session this fall or early winter on a date to be determined with Fremont Township Library.

Our planning with Citizen Corps Council of Lake County for County wide joint training in early 2024.

Please let me know if I can be of any further assistance.

Tuesday, September 5, 2023

Sept 2023 Highway Notes

- WSP storm sewer work continues
- Due to asphalt loss during storm sewer work, an paving bid out for letting. Bid opening is Sept 20th.
- Paving to begin in Oak Terrace this month.
- In house work includes ditch work, tree trimming and removal, sign work, mortar repair on storm sewers in Oak Terrace, WSP, Sylvan Lake and North Hills, culvert changes, cattail removal,
- Crack sealing was completed by Pavement Solutions for Meadow Ln, Barnswallow, Schwerman, and Chardon Rd.
- Small crew helped Manitou Creek Watershed Alliance with buckthorn removal along Manitou Creek and Behm Lane.

FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN \$83,042.57
GENERAL ASSISTANCE \$1,220.35
ROAD & BRIDGE \$11,118.02
PERMANENT ROAD \$51,970.94
TOTAL \$147,351.88

FUND SUMMARY ON PAYROLL REPORT

	<u>TOTAL</u>	<u>TOWN</u>	<u>GA</u>	<u>PERM ROAD</u>
PAYROLL 8/25/23	\$19,763.12	\$4,509.97	\$1,487.48	\$13,765.67
PAYROLL 8/31/23	\$10,979.99	\$10,979.99		
PAYROLL 9/8/23	\$18,395.10	\$3,257.60	\$1,487.48	\$13,650.02
TOTAL	\$49,138.21	\$18,747.56	\$2,974.96	\$27,415.69

TOTAL FUND SUMMARY

GENERAL TOWN \$101,803.81
GENERAL ASSISTANCE \$4,618.24
ROAD & BRIDGE \$11,118.02
PERMANENT ROAD \$79,386.63
GRAND TOTAL \$196,926.70

FIRST MIDWEST - FOOD PANTRY ACCOUNT

FOOD PANTRY \$2,908.74
GARDEN DONATIONS EXPENSES \$232.95

FIRST MIDWEST - AUTOMATIC PAYMENTS OUT OF ACCOUNT

GENERAL TOWN 13.68
GENERAL ASSISTANCE 422.93