

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: December 11, 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 November 6, 2023, Regular Board Meeting.
- Motion to approve the minutes of the November 7, 2023 Special Board Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 2024 Meeting Schedules

- Motion to approve 2024 Board Meeting Schedule
- Motion to approve 2024 Parks Committee Meeting Schedule

7.2 2023 Town Levy Ordinance No. 292

- Motion to adopt Fremont Township Ordinance No. 292 levying taxes for the purposes of the General Town and General Assistance funds in the amount of \$1,353,538.00.

7.3 2023 Road District Levy Ordinance No. 293

- Motion to adopt Fremont Township Ordinance No. 293 levying taxes for the purpose of the Road and Bridge and Permanent Road funds in the amount of \$1,984,142.00.

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

Cont.

14. APPROVAL OF BILLS

- Motion to Audit and approve for payment of
Road and Bridge Fund in the amount of **\$21,793.30**
Permanent Road Fund in the amount of **\$1,264,485.34**
And General Town Fund in the amount of **\$129,217.25**

ROLL CALL

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$4,782.89**

15. EXECUTIVE SESSION

Purpose: (5 ILCS 120/2(c)(5)) (Real Estate)

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 November 6, 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 Shanahan, Trustee Voss, Supervisor O’Kelly
ELECTED OFFICIALS PRESENT
Clerk McCann, Highway Commissioner Dodd, Assessor Herchenbach
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 October 9, 2023 Regular Meeting.
All in favor, motion carried.
5. **CORRESPONDENCE**
None
6. **OLD BUSINESS**
None

7. NEW BUSINESS

7.1 Proposed 2024 Board Meeting Schedule

No action taken.

8. PARKS REPORT

Parks Manager Herb Riedel reported the following:

- Lake County Stallions tackle football is the last remaining program still using Behm Park and Ivanhoe Field. Should end in early November. No Turkey Bowl this year to our knowledge.
- Behm Park Parking lot/ Walking Paths were crack sealed and patched on Oct. 17th. Sealcoating and re striping of the paths and parking lot will be completed in 2024.
- Warm weather through most of October has kept parks crew busy with grass cutting and field maintenance. Crew still has a laundry list of tasks still to complete this fall yet. Aerating and fertilizing is still on the list for this season. If weather allows, damaged areas of football field, soccer field and multi-purpose field will be repaired. Plan to cut and trim both sides of Behm perimeter fence line which includes buffer area. Need to cut and remove invasive from Behm retention areas and also the irrigation pond. Need to cut and maintain the south property line of Ivanhoe Park.
- The parks crew is taking steps to prepare parks and equipment for winter shutdown. Both irrigations systems were blown out for season on Oct.25th. All dugout roofs were removed from baseball field dugouts. Shade structures will be removed within the next week or so. Pickle ball nets and windscreens will remain up as long as possible. Restrooms will be winterized hopefully by middle of November or so.

9. CERT REPORT

No Report

10. COMMUNITY GARDEN REPORT

No Report

11. ELECTED OFFICIAL REPORTS

Assessor

Assessor Herchenbach reported the following:

- The final number of appeals for our township ended up being 293 (which includes some appeals that included multiple PINs) We are now through with most of our hearings, with VERY few of those appeals receiving any reduction. I will provide a status update when the final figures have been calculated by the county.
- We did have several high-value commercial properties (i.e., the old Medline building and strip mall near Target) that received large reductions due to current and ongoing vacancy issues. It is a standard that the Board of Review has always held to grant some relief to buildings that struggle with maintaining occupants. They often will reduce the building value portion by 50% for a prorated portion of the building that is vacant. It can become a large number when it's a larger building with significant vacancy.
- We have been working with the county in removing unqualified exemptions with a county subscription tool to recapture unqualified exemptions. The assessed values recaptured are significant, with the actual tax dollars received nearly paying for itself, not to mention the value added to all the other taxing bodies that did not have to contribute to the cost of this.

Clerk

Clerk McCann Reported the following:

- Responded to two FOIA requests, one for in-person inspection of records (requestor never scheduled a date or responded to requests to schedule) and one for any information pertaining to the Lake County Stallions (emails, texts, contract, etc). All information was provided.

Highway Commissioner

Highway Commissioner Dodd reported the following:

- Completed Oak Terrace and Taylor Lake Paving by Schroeder Asphalt
- Completed West Shore Dr/Circle/Oakdale Storm sewer installation by Berger. Contractors
- Milling complete in West Shore Park, completion date expected Nov 10.
- Asphalt patching completed in Barnswallow and Sylvan Lake by Chicagoland Paving through Lake County Municipal League. Alicia attended Oak Terrace Improvement Association annual meeting.
- Took delivery of 2023 Vermeer Vac—a joint purchase between Wauconda, Ela and Fremont Township. Current vector is co-owned with Ela and Vernon Township and will be auctioned off this fall/winter.
- Took delivery of 2023 F550 Chassis—build in progress with Sauber Manufacturing
- Crew completed brush chipping, worked on paving prep and cleanup and servicing equipment

Supervisor

Supervisor O’Kelly reported the following:

- Have seen the number of residents signing up for SHIP/Medicare assistance drop, but to date have saved residents \$49,200.
- Attended the Oak Terrace Homeowner’s Meeting
- Met with the Fremont School Superintendent

Trustees

No Reports

12. GA/EA/FOOD PANTRY REPORT

The following statistics were reported for September 2023:

- No GA clients
- No EA clients
- 93 residents received food pantry assistance
- 68 LIHEAP applications
- 1 Benefit Access application
- 4 NiCor Sharing
- 4 RTA Passes
- No IDHS/SNAP Medicaid
- No Diaper Bank
- 4 License Plate stickers

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 **\$72,366.89** Permanent Road Fund in the amount of **\$408,235.38** and General Town Fund in the amount **\$104,018.87**

ROLL CALL:

Aye: Trustee Atleson, Trustee Shanahan Trustee Voss.

All in favor, motion carried.

- Trustee Voss moved, and Trustee Shanahan seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$4,573.77**.

All in favor, motion carried.

15. EXECUTIVE SESSION

Purpose: Approve October 9, 2023 minutes.

- Trustee Voss moved and Trustee Atleson seconded the motion to enter Executive Session at 6:45 p.m.

Roll Call: Trustee Atleson, Trustee Shanahan, Trustee Voss, Supervisor O’Kelly

All in favor, motion carried.

- Trustee Shanahan moved and Trustee Voss seconded the motion to reconvene the Regular Meeting at 6:49 p.m.

All in favor, motion carried.

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: December 11, 2023



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 November 7, 2023, to conduct a Special Meeting for the purpose of budget planning.

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 OF ALLEGIANCE

Supervisor O’Kelly called the meeting to order at 12:00 P.M.

2. ROLL CALL

BOARD MEMBERS PRESENT

Trustee Atleson, Trustee Dollenmaier, Trustee Voss, Supervisor O’Kelly

ELECTED OFFICIALS PRESENT

Assessor Herchenbach, Clerk McCann, Highway Commissioner Dodd

OTHERS PRESENT

Nancy Lech, Herb Riedel

3. BUDGET DISCUSSION

Town Discussion Notes

Supervisor O’Kelly reviewed the status of the FY 2023/2024 budget and discussed anticipated revenues and expenses for the next budget cycle.

Operations and Parks Discussion Notes

Operations and Parks Manager Herb Riedel reviewed status of facilities and recommended the following maintenance projects be prioritized for the FY 2024/2025 budget cycle:

Administration Building

- West side landscaping
- Community room entrance
- East side landscaping
- Admin front entrance sign

Parks

- Seal coat and stripe paths and parking lots at Behm Park
- Chain link fence repairs at Behm and Ivanhoe Parks
- Repair a couple sections of black pvc fence at Ivanhoe.
- Add Rubberific mulch to playground area (optional)
- Repair and/or replace stairs and railing of small football building at Behm.
- Fix siding on Ivanhoe shed and repaint exterior.
- Fix siding and door on irrigations shed at Ivanhoe.
- Repair sod infield and outfield of Ivanhoe baseball field
- Repair sod infield of large baseball field at Behm
- Pickleball court repairs

Discussion

Board consensus is to proceed with the maintenance projects other than refilling Rubberific playground mulch which is currently sufficient and can be monitored for refilling as required. The board discussed requiring park user groups to contribute more towards costs to maintain ballfield facilities.

Highway Discussion Notes

- Depending on timing of grant reimbursements, Highway may or may not have to tap into \$500K exercisable loan from Township.
- Sylvan Lake Dam Restoration – Under the current grant agreement the project must be completed by 2025. Anticipate going to bid in late 2023 or early 2024 at which time current costs for the project will be known. Received \$1.3 million in grant funds for use towards this project, however the Road District is responsible for 25% of any costs over this amount. Dodd noted Sylvan Lake Homeowners may have to contribute towards the final costs if they exceed the anticipated grant revenues. Currently there are many variables affecting the cost and timing of the project.
- North Hills is the next big project.
- Established a fund to set money aside for building replacement.
- Plan to sell some older equipment next year.
- Next purchase is a Ford 550 to replace the older model. Orders are currently taking up to two years to deliver.

4. LEVY DISCUSSION

- Consensus of the Board is to seek the maximum levy for Town and Road and hopefully freezing that amount in 2024 depending on economic outlook.

5. PUBLIC COMMENTS

None

6. ADJOURN

Trustee Shanahan moved, and Trustee Voss seconded the motion to adjourn the meeting at 2:15 p.m. **All in favor, motion carried.**

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: December 11, 2023

2024 Fremont Township Board Meeting Schedule

January 8	Regular Meeting	6:30
February 12	Regular Meeting	6:30
March 11	Regular Meeting	6:30
April 9*	Regular Meeting	6:30
April 9*	Annual Town	7:00
May 13	Regular Meeting	6:30
June 10	Regular Meeting	6:30
July 8	Regular Meeting	6:30
August 12	Regular Meeting	6:30
September 9	Regular Meeting	6:30
October 15*	Regular Meeting	6:30
November 4*	Regular Meeting	6:30
December 9	Regular Meeting	6:30

NOTES:

Town and Road District Budget Hearings will be held May 13, 2024 at 6:15 and 6:25 p.m.

Town and Road Levy amounts determined at November 4, 2024 Board Meeting

Town and Road Levy's adopted at December 9, 2024 Board Meeting

*Other than 2nd Monday of the month

**2024 Fremont Township
Parks Committee Meeting Schedule**

January 22, 2024	2:00 p.m.
February 26, 2024	2:00 p.m.
March 18, 2024	2:00 p.m.
June 3, 2024	2:00 p.m.
October 7, 2024	2:00 p.m.

*Meetings held in the lower-level community room.

TAX LEVY ORDINANCE

FREMONT TOWNSHIP

ORDINANCE NO. 292

An ordinance levying taxes for all town purposes for **Fremont Township**, Lake County, Illinois, for the tax year 2023, collectable in 2024.

BE IT ORDAINED by the Board of Trustees of Fremont Township, Lake County, Illinois as follows:

SECTION 1: That the sum of **One Million Three Hundred Fifty Three Thousand Five Hundred Thirty Eight Dollars (\$1,353,538.00)** are hereby levied upon all property subject to taxation within the Township as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with the law, for such purposes as:

**General Town
General Assistance**

for the year 2023.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

	<u>Amount Levied</u>	
<u>GENERAL TOWN FUND</u>		
<u>ADMINISTRATION</u>		
Personnel	532,144	
Contractual Services	156,500	
Commodities	96,470	
Capital Outlay	152,604	
Other Expenditures	60,820	
TOTAL ADMINISTRATION:		998,538
<u>ASSESSOR</u>		
Personnel	176,500	
Contractual Services	39,000	
Commodities	4,280	
Capital Outlay	3,220	
Other Expenditures	32,000	
TOTAL ASSESSOR:		255,000
TOTAL GENERAL TOWN FUND:		1,253,538
REF: General Corporate Tax 60 ILCS 1/235-10		

	<u>Amount Levied</u>	
<u>GENERAL ASSISTANCE FUND</u>		
<u>ADMINISTRATION</u>		
Personnel	15,200	
Contractual Services	100	
Commodities	150	
Capital Outlay	25	
Other Expenditures	100	
TOTAL ADMINISTRATION:		15,575
<u>HOME RELIEF</u>		
Contractual Services	20,950	
Commodities	36,150	
Other Expenditures	27,325	
TOTAL HOME RELIEF:		84,425
TOTAL GENERAL ASSISTANCE FUND:		100,000
REF: Public Assistance Tax 60 ILCS 1/235-20		

TAX LEVY SUMMARY

General Corporate Tax	1,253,538
Public Assistance Tax	100,000

TOTAL TAXES LEVIED: 1,353,538

SECTION 3: That the Town Clerk shall make and file with the County Clerk of said County of Lake, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 5: That this Ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this 11th day of December 2023 pursuant to a roll call vote by the Board of Trustees of Fremont Township, Lake County, Illinois.

<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Jeralyn Atleson - Trustee	_____	_____	_____
Nicholas Dollenmaier - Trustee	_____	_____	_____
Connie Shanahan - Trustee	_____	_____	_____
Keith Voss - Trustee	_____	_____	_____
_____	_____	_____	_____

Town Clerk
Christina McCann

Chairman - Board of Trustees
Diana O'Kelly

CERTIFICATION OF TAX LEVY ORDINANCE

TOWNSHIP

The undersigned, duly elected, qualified and acting Clerk of Fremont Township, Lake County, Illinois, does hereby certify that the attached hereto is a true and correct copy of the Tax Levy Ordinance, of said Township for the year 2023, as adopted this 11th day of December, 2023.

This certification is made and filed pursuant to the requirements of (60 ILCS 1/75-20) and on behalf of Fremont Township, Lake County, Illinois. This Certification must be filed the last Tuesday in December.

Dated this _____ day of _____ 2023

Town Clerk

Filed this _____ day of _____ 2023

County Clerk

TAX LEVY ORDINANCE

FREMONT ROAD DISTRICT

ORDINANCE NO. 293

An ordinance levying taxes for all road purposes for **Fremont Township Road District**, Lake County, Illinois, for the tax year 2023, collectable in 2024.

BE IT ORDAINED by the Board of Trustees of Fremont Township, Lake County, Illinois as follows:

SECTION 1: That the Highway Commissioner of Fremont Township Road District on December 11, 2023 does hereby determine and declare that the sum of **One Million Nine Hundred Eighty Four Thousand One Hundred Forty Two Dollars (\$1,984,142.00)** are hereby levied upon all property subject to taxation within the Road District as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Fremont Township Road District as required by statute or voted by the people in accordance with the law, for such purposes as:

Road & Bridge Fund
Permanent Road Fund

for the year 2023.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

	<u>Amount Levied</u>
<u>GENERAL ROAD FUND</u>	
<u>ADMINISTRATION</u>	
Personnel	1,500
Contractual Services	24,000
Commodities	3,000
Capital Outlay	1,000
Other Expenditures	1,300
TOTAL ADMINISTRATION:	30,800
<u>MAINTENANCE</u>	
Personnel	9,000
Contractual Services	97,000
Commodities	126,000
Capital Outlay	24,000
Other Expenditures	2,387
TOTAL MAINTENANCE:	258,387
TOTAL GENERAL ROAD FUND:	289,187
REF: General Road & Bridge Tax (605 ILCS 5/6-501 & 5/6-504)	
<u>PERMANENT ROAD FUND</u>	
Personnel	523,399
Contractual Services	307,323
Commodities	247,837
Other Expenditures	616,396
TOTAL PERMANENT ROAD FUND:	1,694,955
REF: Permanent Road Tax (605 ILCS 5/6-601)	
<u>TAX LEVY SUMMARY</u>	
Road & Bridge Tax	289,187
Permanent Road Tax	1,694,955
TOTAL TAXES LEVIED:	1,984,142

Amount To Be Levied was determined by the Highway Commissioner of Fremont Township Road District.

Alicia Dodd, Highway Commissioner

SECTION 3: That the Town Clerk shall file with the County Clerk of said County of Lake, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That the Board of Trustees does hereby certify that the amount levied herein is necessary to be raised by taxation for road purposes for the Fremont Township Road District.

SECTION 5: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 6: That this Ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this 11th day of December 2023 pursuant to a roll call vote by the Board of Trustees of Fremont Township, Lake County, Illinois.

BOARD OF TRUSTEES

AYE NAY ABSENT

Jeralyn Atleson - Trustee	_____	_____	_____
Nicholas Dollenmaier - Trustee	_____	_____	_____
Connie Shanahan - Trustee	_____	_____	_____
Keith Voss - Trustee	_____	_____	_____
_____	_____	_____	_____

Town Clerk
Christina McCann

Chairman - Board of Trustees
Diana O'Kelly

CERTIFICATION OF TAX LEVY ORDINANCE

FREMONT TOWNSHIP ROAD DISTRICT

The undersigned, duly elected, Chairman, Board of Trustees, Fremont Township, Lake County, Illinois, does hereby certify that the attached hereto is a true and correct copy of the Tax Levy Ordinance of said Road District for the year 2023, as adopted this 11th day of December 2023.

This certification is made and filed pursuant to the requirements of (IRS, Ch 121, Par 6-501) (605 ILCS 5/6-501) and on behalf of Fremont Township Road District, Lake County Illinois. This certification must be filed by the last Tuesday in December.

Dated this _____ day of _____ 2023

Chairman - Board of Trustees

Parks Report for December 2023

Warm weather through most of November allowed parks staff to complete many fall tasks.

Both parks are completely winterized and shut down for the winter season.

Winter focus will be on new user group contracts for all groups.

Parks will reopen sometime in April 2024.

Wednesday, December 6, 2023

December 2023 Highway Notes

- Completed paving in Block 1 of West Shore Park.
- Asphalt patching completed by Chicagoland Paving in Barnswallow and Sylvan Lake
- Met with SMC regarding Sylvan Dam- planning on a late january bid opening
- Snow event on Nov 26
- Crew has been shouldering and doing cleanup from both paving projects, stump grinding, getting equipment ready for snow.

FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN	\$110,895.19
GENERAL ASSISTANCE	\$1,807.93
ROAD & BRIDGE	\$21,793.30
PERMANENT ROAD	\$1,235,411.34
TOTAL	\$1,389,907.76

FUND SUMMARY ON PAYROLL REPORT

	<u>TOTAL</u>	<u>TOWN</u>	<u>GA</u>	<u>PERM ROAD</u>
PAYROLL 11/7/23	\$19,545.97	\$3,763.19	\$1,487.48	\$14,295.30
PAYROLL 11/30/23	\$11,695.99	\$11,695.99		
PAYROLL 12/01/23	\$19,129.06	\$2,862.88	\$1,487.48	\$14,778.70
TOTAL	\$50,371.02	\$18,322.06	\$2,974.96	\$29,074.00

TOTAL FUND SUMMARY

GENERAL TOWN	\$129,217.25
GENERAL ASSISTANCE	\$4,782.89
ROAD & BRIDGE	\$21,793.30
PERMANENT ROAD	\$1,264,485.34
GRAND TOTAL	\$1,420,278.78

FIRST MIDWEST - FOOD PANTRY ACCOUNT

FOOD PANTRY	\$14,777.25
GARDEN DONATIONS EXPENSES	\$1.00