

**FREMONT TOWNSHIP ROAD DISTRICT DECENNIAL COMMITTEE AGENDA**  
**March 11, 2024, 7:00 p.m.**

1. Call to Order – Roll Call
2. Approve Minutes
3. Road District Commissioner - Decennial Report
4. Public Comments
5. Adjourn                      Time:\_\_\_\_\_

**FREMONT TOWNSHIP ROAD DISTRICT DECENNIAL COMMITTEE MINUTES**  
**MAY 8, 2023, 7:00 p.m.**

1. Call to Order – Roll Call

Committee Members Present:

Commissioner Dodd, Trustee Atleson, Trustee Dollenmaier, Trustee Shanahan, Trustee Voss,  
Supervisor O’Kelly, Catherine Shannon, Dan Prezell, Christine Seidner.

Others Present:

Clerk McCann

2. Road District Commissioner Decennial Report

- Commissioner Dodd submitted a draft of the Road District Decennial Report and asked all committee members to review the document and submit suggestions for changes or additions at the next Road District Decennial Committee Meeting.

3. Public Comments: None

4. Adjourn                      Time: 7:20 p.m.

## **Fremont Township Road District Decennial Committee on Local Government Efficiency Act Report**

### **Historical Background**

Township government, established in Providence, Rhode Island in 1636, is the oldest existing unit of Government continuing to serve on the North American continent. Township government was in existence for 140 years prior to the signing of the Declaration of Independence in 1776. The wording of the Declaration of Independence reflects the fact that 38 of its 56 signers had experienced the benefits of township government.

The Declaration's statement that "government should derive its just powers from the consent of the governed" is demonstrated at the Annual Town Meeting held on the second Tuesday of each April. The Annual Town Meeting is still an important function of our nation's 17,000 townships after more than 360 years. The Illinois Constitution of 1848 gave voters in each county the opportunity to adopt Township Government. By 1850, the first township governments began operation. Today, 85 of Illinois 102 counties operate under the township form of government and 1428 townships serve more than 8 million citizens.

### **Governing Statute and Powers- Dillon's Rule**

Townships are regulated by provisions of Article VII, Sec. 8 of the 1970 Illinois Constitution, which states in part, these governments "shall have only powers granted by law". In the late 1800s, John F. Dillon, A Supreme Court Justice in Iowa, developed this legal principle, known as Dillon's Rule. In plain language it means that if no statute permits a township or road district (or official) to perform a function or service, the government or official may not carry out that function regardless of how much it is needed or wanted. If the statutes are silent (do not mention) regarding a particular power or function, it does not exist. If the power doesn't exist, the government (or official) may not perform the service.

### **Functions of Illinois Townships**

By law Illinois townships are charged with three basic functions:

- 1) General Assistance for the indigent. Townships provide food, shelter, and emergency relief for those in need. Many townships operate food banks that guarantee the necessities of life for their residents.
- 2) The assessment of real property for the basis of local taxation. The township assessor is the only elected governmental official who must pass approved course of instruction before standing for election to the office.
- 3) Maintenance of all roads and bridges outside federal, state, and other local jurisdiction. Townships in Illinois maintain over 71,000 miles of roads in Illinois- a full 53 percent of all thoroughfares in the state.

## Information about our Township

Fremont Township is in central Lake County and is 35.80 square miles and 22,909.92 acres. Our township includes parts of 9 municipalities including Grayslake, Hawthorn Woods, Libertyville, Long Grove, Mundelein, North Barrington, Round Lake, Round Lake Park and Wauconda. The incorporated area is 43.04% of the township. The unincorporated area is 56.96% and the Lake County Forest Preserve owns 17.87% of the property.

Fremont Township and its communities offer cultural and economic diversity, a great mix of housing, quality schools, excellent community facilities and a strong quality of life blending the appeal of suburban living centered in a green belt of high-quality green space. Fremont Township villages are also rich in community spirit with a strong civic consciousness and pride.

The 2020 population census has a total population of 33,422.

Under 5 years - 4.9%

Under 18 years - 18.9%

18 Years and over - 81.1%

65 years and over - 21%

Education – 47.3% of our residents have a bachelor’s degree or higher

Housing Units – 12,764

Families and Living Arrangements- 12,374

### Committee Members

Township Highway Commissioner	Alicia Dodd
Township Supervisor	Diana O’Kelly
Township Trustee	Keith Voss
Township Trustee	Jeri Atleson
Township Trustee	Connie Shanahan
Township Trustee	Nicholas Dollenmaier
Township Resident	Dan Prezell
Township Resident	Chris Seidner
Township Resident	Catherine Shannon

### Committee Meeting

First Organizational	05/08/2023
Second	
Third	

## **Responsibilities of the Fremont Township Highway Department**

The Fremont Township Highway Department is responsible for maintaining 40 miles of road in unincorporated Fremont Township. Within these unincorporated areas the Highway Department is responsible for the Right of Way. The Right of Way includes the road, ditches, driveway aprons, and some drainage easements. Right of Way widths vary and are measured from the center of the road outward to the property line.

Services include snowplowing and de-icing, pavement maintenance including patching, crack filling, shouldering, and striping, paving, maintaining drainage ditches, storm sewer, right of way maintenance, litter pickup, removal of dead animals, street sign compliance, streetlights and mailbox repair and road bond and right of way permit issuance.

In addition to the 34 miles of road in unincorporated Fremont Township, Fremont Township Highway Department maintains the roads in the Woods of Ivanhoe and The Ivanhoe Estates through Special Service areas collected through property tax bills and remitted to the township for services rendered which cover the cost of personnel and equipment.

Our plowing crew includes 5 full-time highway employees, 2 shared park employees in winter months, and the highway commissioner. Our department runs a fleet of 7 plow trucks.

Because of limited budget dollars and to efficiently expend taxpayer dollars, the highway department has intergovernmental agreements with Lake County, local municipalities, and other local townships for purchasing power, equipment sharing, shared equipment purchases, and road maintenance swap to be closer to network of roads and emergency aid.

Our 2023 levy is \$1,875,506.34 however \$114,265.05 is returned to municipalities. Our township's equalized assessed value is 3,900,000,000.

## **Intergovernmental Agreements**

Lake County DOT – Joint salt purchase, bridge inspections and sidewalk maintenance

Ela Township- Joint purchase of equipment, equipment sharing, road maintenance

Fremont Township Parks Department – Equipment and employee sharing

Fremont School D79- Salt purchase and equipment sharing

IPWMAN- Public Works Mutual Aid Agreement

Mundelein Park District- Salt purchase and equipment sharing

Village of Mundelein- Roadway maintenance swap to plow and maintain roadways that are closer to road network more efficiently.

Village of Wauconda- Road Maintenance swap to maintain roadways more efficiently

State of Illinois – Bike path maintenance

Vernon Township- Equipment sharing

Wauconda Township-Equipment sharing

Public Works Mutual Aid Agreement

Fremont Township – Loan for equipment purchasing

Additionally, we plow sections of Long Grove, Hawthorn Woods, and Round Lake.

**Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents**

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance.

- State laws applicable to Townships, including but not limited to the Township Code (60ILCS 1)
- Illinois Open Meetings Act (ILCS 120)
- Policy on public comment
- Designation of OMA officer (5 ILCS 120/1.05a)
- All Elected Officials have completed OMA Training (5 ILCS120/1.05b)
- Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5ILCS 120/2.03)
- Illinois Freedom of Information Act (5 ILCS 140)
- Designation of FOIA officer (5 ILCS 140/3.5a)
- FOIA Training (5 ILCS 140/3.5b)
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5a)
- Posting Other Required FOIA Information (5ILCS 140/4a; 5 ILCS 140/4b)
- List of Types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06d)
- IMRF Total Compensation Posting (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- All Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/420/4A-101.5)
- Sexual Harassment in the Workplace Ordinance (775 ILCS 5/2-109C)
- Intergovernmental Agreements
- Budget and financial documents
- Gift Ban Ordinance
- Ethics Ordinance
- Compensation for Elected Official's Ordinance
- IMRF Participation Ordinance
- Permit for Public Assembly Ordinance
- Whistleblower Policy
- Drug and Alcohol Abuse Policy
- Identity Protection Policy
- Loss Control Policy
- Expense and Reimbursement Policy
- Social Media Policy
- Electronic Participation
- Bill Paying Resolution
- Clerk Attestation

## What Have We Done Well?

**Administrative** – sought and received outside funding for projects that our department could not fund internally, created GIS asset tracking system to identify assets geospatially and track maintenance and inspections, maintain records tracking protocols to reduce chances of legal action, adopted new employee policy manual, in-house grant writing and reporting, in-house CDL training, established overweight/oversize ordinance

**Road Maintenance** – **member** of Lake County Municipal League, a cooperative buying group in Lake County for patching, street sweeping and crack sealing. Analyzed roads with Infrastructure Management Systems to maximize our investments in paving, offer woodchips to residents for reduce disposal costs, established IGA agreements for equipment sharing and road maintenance, utilize community service workers for roadside clean-up

**Snow Removal** - Created Snow Removal and De-icing Policy that reduces the number of rounds made during snowstorm, the amount of salt use, and the amount of overtime worked by crew. Invested in equipment that reduces the amount of salt used, including improved plow edges for better scraping, automatic controllers for distribution, increased de-icing liquid capabilities. Adjusted plow routes for maximum efficiency for time and fuel.

**Maintenance** – In-house mechanic and fabricator allows our department to maintain vehicles and equipment for a longer useful life.

**Staffing** – Training to further develop skill set, allowing our department to do tree removals, prescribed burns, erosion control inspections, confined space maintenance and storm sewer installations that would otherwise need to be hired out.

**Facility** – Converted turf areas to natives to reduce mowing and improve water quality run-off, Installed LED lighting, installed Reverse osmosis system to eliminate bottled water deliveries, set up onsite vector dumping to reduce disposal costs