

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: May 13, 2024 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 April 9, 2024, Regular Board Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Auction Items

- Motion to approve the sale of the following items at auction:
 - 1 - Particle-board corner desk (Assessor's Office)
 - 1 - Small table (Assessor's Office)
 - 1 - 2020 Stainless steel tailgate (Park's Dept.)
 - 1 - John Deere 3 point quick coupler (Park's Dept.)

7.2 Centrust Bank Account

- Motion for Supervisor O'Kelly to close the Centrust Bank Business Money Market account #901103985 and move funds into a CD account to earn more interest.

7.3 Behm Park Sealcoat Parking Lot and Asphalt Walking Paths

- Motion to approve quote from Pavements Solutions in the amount of \$26,229.00 to sealcoat Behm Park parking lot and asphalt walking paths.

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 **\$35,872.82**
Permanent Road Fund in the amount of **\$125,496.80**
And General Town Fund in the amount of **\$161,224.89**

ROLL CALL

- Motion to Audit and approve for payment of General Assistance Fund in the amount of **\$5,903.06**

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 April 9, 2024, 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
OTHERS PRESENT
Lou Bruno (CERT)
3. **PUBLIC COMMENTS**
None
4. **APPROVAL OF MINUTES**
 - Trustee Shanahan moved, and Trustee Dollenmaier seconded the motion to approve the minutes of the March 11, 2024, Regular Meeting.
All in favor, motion carried.
5. **CORRESPONDENCE**
HB5050 – Proposes to amend the Decennial Committees on Local Government Efficiency Act.
6. **OLD BUSINESS**
None

7. NEW BUSINESS

7.1 **2024 User Agreements**

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to approve 2024 User Agreements for Lake County Lightning, Mundelein Soccer Club, Lake County Stallions and Mundelein Baseball and Softball Association.

All in favor, motion carried.

7.2 **Administration Center Landscaping Quote**

- Trustee Voss moved and Trustee Dollenmaier seconded the motion to approve quote from Approve quote from Aspen Landscapes in the amount of \$24,111.28 to complete landscaping projects at the Administration Center.

All in favor, motion carried.

7.3 **Repair Drain Tile**

- Trustee Voss moved and Trustee Dollenmaier seconded the motion to approve quote from Behm Enterprises in the amount of \$18,600.00 to repair drain tile that drains our Fremont Center Road property to the west of the feed mill.

All in favor, motion carried.

8. PARKS REPORT

Parks Manager Herb Riedel submitted the following:

- The Parks Committee held a Parks Meeting on March 18th. MBSA president Phil Guerrero was in attendance and was allowed time to discuss some concerns that the MBSA had with their proposed updated contract. The committee agreed to adjust wording in the contract which allowed both parties to be comfortable with the contract.
- Behm Park entrance gate conversion is fully completed. Steps were also taken to allow township to upgrade gate camera system in the future as well.
- Pickle ball court renovation has started. Windscreens were removed from chain-link fence by parks staff. Chain-link fencing was removed by fencing contractor in prep for concrete work to start this week as long as weather allows. The plan will be to hopefully be able to open pickle ball courts May 1st.
- Behm Park passed the Lake County Health Department water test. Restrooms and park gates are open. User groups have started using fields when weather allows.

9. CERT REPORT

CERT Leader Lou Bruno reported the following:

- A proposed House Bill will provide coverage to CERT members in the event of injury or death – will update on status of this Bill.
- Lake County Sheriff's Department provided Active Shooter Training at the March CERT meeting.
- Lake Forest Hospital in Grayslake will be holding the Children's Health Fair on June 1st. CERT will have an active presence at this event.
- The team is prepared to assist with traffic control at the June 22nd recycling event at the township.
- Ordered and received new team hats and shirts.
- Need truck and trailer for the Mundelein July 4th parade to be held on Sunday, July 7
- An upcoming training event is planned for new and returning CERT trainers.

10. COMMUNITY GARDEN REPORT

No Report

11. ELECTED OFFICIAL REPORTS

Assessor

No Report

Clerk

No Report

Highway Commissioner

Highway Commissioner Dodd reported the following:

- Attended Sylvan Lake Board meeting to inform attendees about the dam project. Their HOA will be contributing \$500k for the project with the highway dept granting a 10year loan for repayment.
- Lake County signed contract for V3 for Sylvan Lake Dam project. Highway department signed IGA with SMC for their role in grant and project management.
- Took delivery of 2023 Volvo VHD. This truck will be replacing a 2004 Mack. Its role is a plow truck with a wing and v box and a dump body and conveyor for summertime use.
- Crews have been doing roadside tree work, painting equipment frames, sign installations, equipment maintenance.

Supervisor

No Report

Trustees

- Trustee Dollenmaier reported that he will be resigning from his position as the Fremont Township Whistleblower Official.
- Trustee Shanahan reported that he attended the Sylvan Lake Dam meeting and was impressed with a job well done by Hwy. Commissioner Dodd.

12. GA/EA/FOOD PANTRY REPORT

March 2024

- 0 GA
- 1 EA
- 84 food pantry assistance
- 7 LIHEAP applications
- 3 Benefit Access applications
- 0 NiCor Sharing
- 40 Taxi Coupons Used
- 0 RTA Pass
- 0 IDHS/SNAP Medicaid
- 21 Diaper Bank
- 2 School Supplies
- 3 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 **\$23,204.74**
Permanent Road Fund in the amount of **\$287,761.96**
and General Town Fund in the amount **\$91,545.06**
ROLL CALL:

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

All in favor, motion carried.

- Trustee Shanahan moved, and Trustee Voss seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$6,051.09**.

All in favor, motion carried.

15. EXECUTIVE SESSION

None

16. ADJOURN

- Trustee Voss moved, and Trustee Dollenmaier seconded the motion to adjourn the meeting at 6:47 p.m.

All in favor, motion carried.

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: May 13, 2024

Pavement Maintenance Proposal

Fremont Township

Herb Riedel

Project:

Behm Park

22222 Behm Ln
Grayslake, Illinois 60030



Service Provider Information

Company Info



Pavement Solutions LLC
7617 IL Route 31
Richmond, IL 60071

P: 815-675-0696
F: 815-675-6106

<http://www.pavementsolutions.org>

Contact Person

Victor Saunders
Business Development
victorsaunders@pavementsolutions.org
Cell: 224-454-0880
Office 815-675-0696 Ext 3097

About Us

We Solve Problems & Make Pavement Maintenance Simple

For more than 30 years, Pavement **Solutions** has provided pavement design, maintenance, & construction services to the residential, commercial, recreational, and industrial markets. We provide innovative solutions for concrete and asphalt surfaces on commercial and residential properties nationwide.

Our quality workmanship and service prove how detailed orientated and focused we are on solving our client's needs. As you will see by the enclosed proposal, we are very interested in earning your business.

We truly appreciate the opportunity to quote you on this project and look forward to your favorable consideration on our behalf.

For more information, please [see our website](#).

Sealcoat Existing Pavement: Asphalt Based

1. The area under consideration comprises approx. **177,505 square feet**.
2. To complete this project with minimal disruption to your operation, we have included the work to be complete on a **Weekday**.
3. We will barricade all areas where we will be working.
4. It is the owners responsibility to have all material, cars, equipment etc removed from the area where the work will take place. **VIP to see the attached Owner's Responsibility & Conditions page.**
5. All surface will be cleaned of all loose material, weeds, grass and dirt so that the material will adhere to the existing surface.
6. **Oil Spots** will be wire broomed and treated with Petro Seal to help prevent oil & gas bleeding up through the freshly applied sealant.
7. **Sealant Material:** Our firm will install **1 coats** of pavement sealer as per the attached manufactures specification.
8. We will install your sealant by broom and spray application.
9. **Additive:** We will be using silica sand along with 2% polymer latex additive as per the manufacturers specification.
10. This process will carry a (1) year warranty.

Total Price: \$23,604.00

Pavement Markings

1. Our firm will restripe the parking lot area as per the existing layout.
2. All work will be performed so that there is minimal interruption to your facility.
3. If sealcoating, we will stripe parking area after the sealcoating material has cured.
4. **Pavement Markings Consist Of The Following:**
 - 7 ADA Stalls with Hashed Areas
 - 201 Parking Stalls
 - 3 Directional Arrows
 - 572 LF of Lines

Total Price: \$2,625.00

Map: Site Map



Notes:

Location



Notes:

Price Breakdown: Behm Park



Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on August 02, 2023. **Job Number:** PS-23-1514

| Item | Description | Map Area | Cost |
|---------------|---|------------|--------------------|
| 1. | Sealcoat Existing Pavement: Asphalt Based | 177,505 SF | \$23,604.00 |
| 2. | Pavement Markings | 1 LS | \$2,625.00 |
| Total: | | | \$26,229.00 |

Authorization to Proceed & Contract

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the proposal/contract, the changes must be addressed with an amended contract and or change order.

Please see all attachments for special conditions that may pertain to aspects of this project.

This proposal is good for up to 30 days from the date of the proposal.

Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

I am authorized to approve and sign this project as described in this proposal as well as identified below with our payment terms and options.

Residential: We agree to pay the total sum or balance in full upon completion of this project.

Commercial: We agree to pay the total sum or balance in full 30 days after the completion of work.

Date: _____

Herb Riedel | Facilities Maintenance Manager
Fremont Township
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Mundelein, Illinois 60060
herbriedel@fremonttownship.com
C: 224-475-7131
O: 847-223-2847

Victor Saunders | Business Development
Pavement Solutions LLC
7617 IL Route 31
Richmond, IL 60071
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C: 224-454-0880
P: 815-675-0696 Ext 3097
F: 815-675-6106
<http://www.pavementsolutions.org>

Warranty & Conditions

1. **Existing Surface:** The existing surface will be expected to support the weight of all required construction equipment. In the event that due to poor sub-grade conditions sinking may occur when we drive onto your site, Our firm will not be held responsible for damages to any concrete or asphalt due to the weight of our trucks & equipment.
2. All work will be warranted for a period of (1) one year from date of installation on materials and workmanship, **except cracks.**
3. All material guaranteed to be installed exactly as specified.
4. Due to unforeseeable conditions during excavation, depths may go deeper than anticipated. A change order may be necessary should this occur.
5. Any necessary permits or permit fees are owners' responsibility.
6. The cost of and obtaining of all permits, bonds, stakeouts, cut sheets, layout engineering, testing, etc. are excluded.
7. If, after being made aware of undesirable sub-base or base coarse conditions, the owner or owner agent insists on the installation of any part of the pavement without authorizing corrective action, our firm will not be responsible for any subsequent pavement failures, and will be paid as stated in the contract. Our firm shall not be liable for any failure to undertake or complete the work for causes beyond our control.
8. Unless weekend work is clearly identified in the proposal, price is for work to be completed during the week (Monday-Friday). Night or weekend work available at additional cost.
9. Our firm assumes no liability for damage to any utilities such as but not limited to gas, electric, plumbing, phone, cable, dog fencing, sprinklers, culvert pipes, etc.

Sealcoating Commercial | Owners Resp & Conditions

1. **Lawn Fertilization:** should not be installed seven days before or after service.
2. **Rain:** If it's raining the day of scheduled service, assume we aren't coming and we will contact you to reschedule as soon as possible. If it rains after our installation, please contact your representative. We monitor the weather closely and can generally predict this very well. In the event that an unexpected storm happens, we will touch up any areas where sealer has not bonded.
3. **Sprinklers:** should be off 24 hours prior until 48 hours after service. Avoid lawn cutting during this same period of time. The surface must be dry upon our arrival. Areas where the newly sealed pavement is wet may wear prematurely.
4. **Site Services:** The property is responsible to notify all landscapers and garbage companies to not show on the area of work the day we are performing work. In the event of a reschedule due to unforeseen conditions, you are required to let all service providers know about the change.
5. **Barricaded Parking Lot:** It is vital that all vehicles are removed from our area of work no later than 7:15 am, unless otherwise agreed. As you can imagine, our project costs are based on the property having all cars, people and objects off the area of work. Tow Trucks need to be arranged 5 days prior to the start of any work and must be on call to remove cars from the scheduled work zone. If any cars are left on the area of work, we cannot be held responsible for any damage to the vehicles.
6. **Pavement Sealer:** will take a minimum of 30 days to fully cure and is sensitive to **animal droppings, tree droppings; water stains from irrigation systems, ponding water & tire markings** during this time. This is normal and no reason to be concerned, it will fade over time. Areas of shade will take longer to dry and cure than areas in the direct sunlight.
7. **Driving on Surface:** Once you start driving on sealed surface, avoid turning your wheels unless your car is moving. We understand this may be difficult to do, but understand that when wheels are turned on a freshly sealed parking lot, scuffing and turn marks will be evident, no worries in time they will blend in with surrounding surface.
8. **White Chalk Residue in Crack Areas:** When sealcoating parking lot with significant underwater issues a white residue that looks like salt may appear in the areas of cracks throughout the parking lot. This is a condition where the base material of limestone or other surface is drawn to the top of the surface. Since the surface is a dark black, this will be far more evident for a period of time. No worries, it will fade and eventually disappear.
9. **Overspray on Grass:** where grass meets your pavement, you may expect a small "drift spray" of pavement sealer.

This is normal and will disappear generally after the next mowing.

10. **Weeds:** It is important to note that we have proposed all work at the time of the assessment. If you decide to do work 3 months after we look at the project, if your parking area has developed excessive weeds in the cracked areas as well as the edge lines for any reason, there may be additional costs for treatment & removal.

Contract Terms & Conditions

1. Please note that invoices are due upon receipt.

****Payment Information****

Payments can be made by check or ACH. ACH payments are made directly from the invoice page by clicking on the "Review and pay" link. We also accept all major credit cards with a 4% transaction fee. Credit card payments are taken over the phone at (815) 675-0696.

Attachments



Please click any of the links below to view and print all documents.

Company Attachments

[1 Year Terms and Conditions 2024](#)

[Insurance & Workers Comp](#)

[Pavement Solutions Services](#)

Parks Report for May 2024

Hertel Plumbing installed a new filter system in restroom at Behm Park. This filter system will help catch small particles from the well system that clog the automatic flush valves. When these flush valves clog, they allow the well to continuously run which not only overwhelms the well, but it also overwhelms the septic system.

First round of fertilizers were applied to all sports fields on April 18th.

Behm Park passed Grayslake Fire Inspection on April 25th.

Pickle ball court renovation is complete. A 12" wide concrete ribbon was installed by Mag Construction. Chain link fence was then reinstalled by Peerless Fence. Windscreens and nets were installed by parks staff and courts were opened on May 3rd.

Parks staff is super consumed with keeping up with the grass which is out of control.

Parks staff has started to install seasonal items like dugout roofs and shade structures.

Assessor Report (May 2024)

- Our office remains very busy with closing out our assessment work in advance of closing our books for the 2024 assessment year. The target date is to turn our valuations over to the county by June 15th so that they can vet them and process our assessment notices by mid-July.
- The tax bills were mailed on May 1st resulting in the usual swell of phone calls. While our office has been busy, we haven't been entirely overwhelmed by the phone calls considering the overall recent increases in value.

Clerk's Report – May 2024

- Attended training about preparing for visits from “First Amendment Auditors”. These are members of the public who visit government offices to investigate transparency and/or make FOIA requests. The Auditors often film visits on their phones for potential posting on social media sites – primarily YouTube. The Court has determined that their right to film in government public spaces is protected by law under the First Amendment. These visits are often given a pass or fail grading by the auditor with the failed visits typically highlighted on social media.
- FOIA laws in Illinois have been updated to require that specific records be immediately available for public inspection upon request either in writing or in person. Those records include description and purpose of government unit, board member names and organization of board, committee member names and organization of committees, a list of records maintained by the government unit, annual financial audit, annual supervisor's statement, budgets, levy's, FOIA policy and name and contact information for FOIA officer. First Amendment Auditors are very familiar with FOIA laws and will request this information be readily available.
- Created a “Public Information” binder including all of the above information so everything required for immediate request is gathered in one place and available for public inspection. The binder is available at the front counter.
- It's important to note that filming is allowed only in “public spaces” and cannot occur in government official/staff offices or areas marked “Staff Only”.

Wednesday, May 8, 2024

May 2024 Highway Notes

- Contract for Sylvan Dam project was awarded to V3 construction. Scheduled to start June 3. Anticipated end date of Oct 8. Ground breaking ceremony scheduled for June 18.
- Applied for Community Project Funding for Owens and Milton Rd through Congresswoman Schakowsky's office
- Crew did plow damage repair, landscape restoration work in WSP from last year's project, converting equipment for summer use, attended Mower Safety training, driveway culvert change, brush chipping events in Diamond Lake and Sylvan Lake.
- Attended Manitou Creek Watershed Meeting
- Attended Village of Hainesville Board meeting regarding Manitou Creek issue
- Presented MS4 and Best Management Practices for Long Lake HOA.
- Attended Fairfield Rd study meeting with Lake Co DOT
- Attended West Oak Pump station pre-con meeting for new well house
- Speed humps were re-installed in Oak Terrace
- Hosted Route 60/83 road side cleaning in Oak Terrace on April 28

FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN \$145,205.25
GENERAL ASSISTANCE \$2,043.42
ROAD & BRIDGE \$35,872.82
PERMANENT ROAD \$94,327.37
\$277,448.86

FUND SUMMARY ON PAYROLL REPORT

| | <u>TOTAL</u> | <u>TOWN</u> | <u>GA</u> | <u>PERM ROAD</u> |
|-----------------|--------------------|--------------------|-------------------|--------------------|
| PAYROLL 4/19/24 | \$19,576.31 | \$651.48 | \$1,929.82 | \$16,995.01 |
| PAYROLL 4/30/24 | \$11,644.21 | \$11,644.21 | \$0.00 | \$0.00 |
| PAYROLL 5/3/24 | \$19,828.19 | \$3,723.95 | \$1,929.82 | \$14,174.42 |
| TOTAL | \$51,048.71 | \$16,019.64 | \$3,859.64 | \$31,169.43 |

TOTAL FUND SUMMARY

GENERAL TOWN \$161,224.89
GENERAL ASSISTANCE \$5,903.06
ROAD & BRIDGE \$35,872.82
PERMANENT ROAD \$125,496.80
\$328,497.57

FIRST MIDWEST

FOOD PANTRY \$1,400.00
GARDEN DONATIONS EXPENSES \$285.16