



**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 May 13, 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 Dollenmaier, Trustee Shanahan, Trustee Voss, Supervisor O’Kelly  
**ELECTED OFFICIALS PRESENT**  
Clerk McCann, Highway Commissioner Dodd, Assessor Herchenbach  
**OTHERS PRESENT**  
Chris Seidner
3. **PUBLIC COMMENTS**  
None
4. **APPROVAL OF MINUTES**
  - Trustee Shanahan moved, and Trustee Voss seconded the motion to approve the minutes of the April 9, 2024, Regular Meeting.  
**All in favor, motion carried.**
5. **CORRESPONDENCE**  
None
6. **OLD BUSINESS**  
None

## 7. NEW BUSINESS

### 7.1 **Auction Items**

- Trustee Shanahan moved and Trustee Dollenmaier seconded the motion to approve sending the following items to 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.)**All in favor, motion carried.**

### 7.2 **Centrust Bank Account**

- Trustee Voss moved and Trustee Shanahan seconded the motion to close the Centrust money market account #901103985 and move funds into a CD account to earn more interest.
 **All in favor, motion carried.**

### 7.3 **Behm Park Sealcoat Parking Lot and Asphalt Walking Paths**

- Trustee Shanahan moved and Trustee Voss seconded the motion to approve quote from Pavements Solutions in the amount of \$26,229.00 to sealcoat Behm Park parking lots and asphalt walking paths.
 **All in favor, motion carried.**

## 8. PARKS REPORT

Parks Manager Herb Riedel submitted the following:

- Hertel Plumbing installed a new filter system in the 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.
- The first round of fertilizers was applied to all sports fields on April 18<sup>th</sup>.
- Behm Park passed Grayslake Fire Inspection on April 25<sup>th</sup>.
- 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 3<sup>rd</sup>.
- The park staff are super consumed with keeping up with the grass which is out of control.
- Parks staff have started to install seasonal items like dugout roofs and shade structures.

## 9. CERT REPORT

No Report

## 10. COMMUNITY GARDEN REPORT

Commissioner Dodd reported the following:

- 60 volunteers have helped so far, this season.
- Received \$400.00 from the Lincolnshire Garden Club

## 11. ELECTED OFFICIAL REPORTS

### **Assessor**

Assessor Hercenbach reported the following:

- 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 15<sup>th</sup> so that they can vet them and process our assessment notices by mid-July.

- The tax bills were mailed on May 1<sup>st</sup> 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**

Clerk McCann reported the following:

- 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 to 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".

#### **Highway Commissioner**

Highway Commissioner Dodd reported the following:

- Contract for Sylvan Dam project was awarded to V3 construction. Scheduled to start June 3. Anticipated end date of Oct 8. Ground breaking ceremony is scheduled for June 18.
- Applied for Community Project Funding for Owens and Milton Rd through Congresswoman Schakowsky's office. Received notice that \$1.5 million will be granted for the project.
- The 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 roadside cleaning in Oak Terrace on April 28

#### **Supervisor**

No Report

#### **Trustees**

- Trustee Shanahan attended the Steeple Chase HOA meeting.

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

April 2024

- 0 GA
- 0 EA

- 95 food pantry assistance
- 4 LIHEAP applications
- 0 Benefit Access applications
- 1 NiCor Sharing
- 4 RTA Pass
- 0 IDHS/SNAP Medicaid
- 21 Diaper Bank
- 2 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 **\$35,872.82**  
Permanent Road Fund in the amount of **\$125,496.80**  
and General Town Fund in the amount **\$161,224.89**  
ROLL CALL:  
Aye: Trustee Dollenmaier, Trustee Shanahan, Trustee Voss  
Absent: Trustee Atleson  
**All in favor, motion carried.**
- Trustee Dollenmaier moved, and Trustee Shanahan seconded the motion to audit and approve for payment of the General Assistance Fund in the amount of **\$5,903.06.**  
**All in favor, motion carried.**

**15. EXECUTIVE SESSION**

None

**16. ADJOURN**

- Trustee Voss moved, and Trustee Shanahan seconded the motion to adjourn the meeting at 6:41 p.m.  
**All in favor, motion carried.**

---

Respectfully Submitted, Christina McCann, Fremont Township Clerk

Approved: June 10, 2024