

FREMONT TOWNSHIP BOARD MEETING AGENDA

Regular Board Meeting: May 11, 2026 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 April 14, 2026 Regular Meeting.

5. CORRESPONDENCE

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Resolution Authorizing the Accumulation of Funds for Capital Improvements for Fremont Township

- Motion to adopt Resolution 5-11-2026-TOWN authorizing the accumulation of funds for capital improvements for Fremont Township.

7.2 Resolution Authorizing the Accumulation of Funds for Capital Improvements for Fremont Township Road District

- Motion to adopt approve Resolution 5-11-2026-RD authorizing the accumulation of funds for capital improvements for Fremont Township Road District

7.3 MS4 Annual Presentation – Gewalt Hamilton Associate Presenting Annual Water Report

8. PARKS REPORT

9. COMMUNITY GARDEN REPORT

10. ELECTED OFFICIALS' REPORT

- Assessor
- Clerk
- Highway Commissioner
- Supervisor
- Trustees

11. GA/EA/FOOD PANTRY REPORT

12. PUBLIC COMMENTS

13. APPROVAL OF BILLS

- Motion to Audit and approve for payment of:
Road and Bridge Fund in the amount of **\$28,748.65**
Permanent Road Fund in the amount of **\$103,202.52**
And General Town Fund in the amount of **\$119,778.23**

ROLL CALL

- Motion to Audit and approve for payment of:
General Assistance Fund in the amount of **\$12,247.78**
Food Pantry Fund in the amount of **\$3,060.21**

14. EXECUTIVE SESSION

15. ADJOURN

- Motion to adjourn the meeting. **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 April 14, 2026, to conduct a Regular Meeting.

<u>Diana O’Kelly</u>	<u>Supervisor</u>
<u>Charmaine Kaufman</u>	<u>Town Clerk</u>
<u>Alicia Dodd</u>	<u>Highway Commissioner</u>
<u>Joe Herchenbach</u>	<u>Assessor</u>
<u>Jeri Atleson</u>	<u>Town Trustee</u>
<u>Christine Seidner</u>	<u>Town Trustee</u>
<u>Connie Shanahan</u>	<u>Town Trustee</u>
<u>Keith Voss</u>	<u>Town Trustee</u>

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 Seidner, Trustee Shanahan, Trustee Atleson, Trustee Voss, Supervisor O’Kelly

ELECTED OFFICIALS PRESENT

Assessor Herchenbach, Commissioner Dodd, Clerk Kaufman

OTHERS PRESENT

Joe Schwan

3. PUBLIC COMMENTS

None

4. APPROVAL OF MINUTES

- Trustee Shanahan moved, and Trustee Atleson seconded the motion to approve the minutes of the March 9, 2026, Regular Meeting.

All in favor, motion carried.

5. CORRESPONDENCE

None

6. OLD BUSINESS

None

7. NEW BUSINESS

7.1 FOIA Officer

Trustee Seidner moved and Trustee Voss seconded the designation of Charmaine Kaufman as Fremont Township FOIA Officer.

All in favor, motion carried.

7.2 OMA Designee

Trustee Voss moved and Trustee Seidner seconded the designation of Charmaine Kaufman as Fremont Township OMA Designee.

All in favor, motion carried.

8. PARKS REPORT

Parks Manager Herb Riedel submitted the following report:

- Park gates opened early April.
- Staff has been busy during February and March trimming back fence lines at Ivanhoe Park and doing maintenance on parks equipment. Crew is currently converting equipment over from winter to summer.
- Parks and highway staff did a control burn at Behm Park and the Admin facility.
- Pickle ball courts are open. New windscreens were installed this spring and user groups are looking forward to starting soon.
- Parks is waiting for the Lake County Health Department to give results of water samples at Behm so that restroom and drinking fountains can be opened.
- Staff did not get to trim the south and east property lines near the parking lots and maintenance buildings. This task will be added to fall/winter.
- Parks is currently interviewing applicants for a seasonal job posting.

9. COMMUNITY GARDEN REPORT

None

10. ELECTED OFFICIAL REPORTS

Assessor

None

Clerk

Clerk Kaufman submitted the following report:

- Attended ATM training webinar from TOI.
- Attended FOIA and De-Escalation training.
- 1 FOIA request was received and completed in February. 1 FOIA requested was received and completed in March.
- Election Judge Material Pick-Up was completed.
- Continuing education through TOI.
- Statements of Economic Interest were emailed to officials and must be filed by May 1st. Please email or drop off a copy of your receipt to the Clerk.

Highway Commissioner

- Commission Dodd stated that the winter season is over and the department is now transitioning to summer.
- CPR training was conducted this month, and the Fire Extinguisher training had to be postponed due to poor weather.
- Resident Joe Schwan thanks Alicia and the Highway Department for their excellent work keeping roads clean during snow events.

Supervisor

None

Trustees

No report

11. GA/EA/FOOD PANTRY REPORT

March

- 2 GA
- 3 EA
- 77 food pantry assistance
- 5 LIHEAP applications
- 4 Benefit Access applications
- 0 Farmers Market Coupons
- 4 NiCor Sharing
- 1 RTA Pass
- 0 IDHS/SNAP Medicaid
- 19 Diaper Bank
- 2 License plate stickers

12. PUBLIC COMMENTS

Resident Joe Schwan asked if the Township Property was annexed into the Village of Mundelein along with the Wirtz Family development areas. Supervisor O’Kelly informed the resident that the Township was not annexed.

13. 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 **\$32,051.19**
 Permanent Road Fund in the amount of **\$74,734.12**
 and General Town Fund in the amount **\$87,306.85**
ROLL CALL:
 Trustee Seidner, Trustee Shanahan, Trustee Atleson, Trustee Voss, Supervisor O’Kelly
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 **\$8,457.05**
All in favor, motion carried
- Trustee Seidner moved, and Trustee Shanahan seconded the motion to audit and approve for payment of the Food Pantry Fund in the amount of **\$13,891,386**
All in favor, motion carried.

14. EXECUTIVE SESSION

None

15. ADJOURN

- Trustee Shanahan moved, and Trustee Voss seconded the motion to adjourn the meeting at 6:38 p.m.
All in favor, motion carried.

Respectfully Submitted, Charmaine Kaufman, Fremont Township Clerk

Approved: May 11, 2026

**FREMONT TOWNSHIP
LAKE COUNTY, ILLINOIS**

RESOLUTION NO. 05-11-2026

**A RESOLUTION AUTHORIZING THE ACCUMULATION OF FUNDS
FOR CAPITAL IMPROVEMENTS FOR FREMONT TOWNSHIP**

WHEREAS, Fremont Township, Lake County, Illinois (the “Township”) is an Illinois township duly organized under the laws of the State of Illinois, including the Illinois Township Code, and is a unit of local government as defined in Section 1 of Article VII of the Illinois Constitution; and

WHEREAS, Section 235-5(9) of the Illinois Township Code, 60 ILCS 1/235-5(9), authorizes townships to accumulate monies for specific improvement projects and equipment; and

WHEREAS, the Township Board of Trustees finds it to be sound financial management to establish a policy to accumulate dedicated funds to address infrastructure repair or replacement and the ongoing maintenance of buildings and property owned or leased by the Township; and

WHEREAS, the Township has retained an architect to evaluate space planning within the existing facility footprint; and

WHEREAS, due to ongoing and anticipated residential growth, including new and proposed development within the Township, it is necessary to proactively plan for future space needs; and

WHEREAS, the current Township facility is no longer sufficient to meet operational demands, and the Township is evaluating options to maximize existing space through professional space planning and renovation, as well as potential expansion to meet current and future service needs; and

WHEREAS, the Township has evaluated and continues to evaluate opportunities to acquire additional property to address current and future facility needs; and

WHEREAS, certain repairs and maintenance items will require significant expenditure, and it is necessary for the Township to accumulate and dedicate funds for such purposes to avoid significant tax increases in the years in which major expenditures may be required;

NOW, THEREFORE, BE IT RESOLVED

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

SECTION 1. CAPITAL FUND

The Township shall establish a designated Capital Fund for the exclusive purpose of accumulating funds to support the improvement, repair, or replacement of buildings and properties owned or leased by the Township, as well as their ongoing maintenance.

The Capital Fund shall have no minimum balance and shall accumulate funds within the Township's corporate fund until appropriated by formal action of the Township Board.

Funds shall be accumulated in such amounts as deemed appropriate annually by the Township Supervisor and the Township Board during adoption of the Township's annual budget or any amendments thereto.

The initial funding for accumulation shall be:

- \$1,000,000.00 for capital improvements; and
- \$600,000.00 for land acquisition,

effective immediately upon adoption of this Resolution.

SECTION 2. EFFECTIVE DATE

This Resolution shall be in full force and effect immediately upon its passage and publication as provided by law.

SECTION 3. CONFLICTS

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

ADOPTED this 11th day of May 2026, by a roll call vote as follows:

NAME	AYE	NAY	ABSTAIN
Diana O'Kelly, Supervisor	_____	_____	_____
Jeri Atleson, Trustee	_____	_____	_____
Christine Seidner, Trustee	_____	_____	_____
Connie Shanahan, Trustee	_____	_____	_____
Keith Voss, Trustee	_____	_____	_____

Diana O'Kelly, Supervisor

ATTEST:

Charmaine Kaufman, Town Clerk

RESOLUTION No. 5-11-2026 – RD
Road District

FREMONT TOWNSHIP – LAKE COUNTY, ILLINOIS

**A RESOLUTION AUTHORIZING THE ACCUMULATION OF FUNDS FOR CAPITAL IMPROVEMENTS
FOR FREMONT TOWNSHIP ROAD DISTRICT**

WHEREAS, the Fremont Township Road District, Lake County, Illinois (the “Road District”) is an Illinois road district duly organized under the laws of the State of Illinois, including the Illinois Highway Code and the Illinois Township Code, and a unit of local government as defined in Section 1 of Article VII of the Illinois Constitution; and

WHEREAS, Section 235-5(9) of the Illinois Township Code, 60 ILCS 1/235-5(9) permits road districts to accumulate monies for specific improvement projects and equipment; and

WHEREAS, the Highway Commissioner deems it prudent financial management to establish a policy to require the accumulation of dedicated funds to address infrastructure repair/replacement and other issues related to ongoing maintenance of the buildings and property owned by the Road District; and

WHEREAS, certain repairs and maintenance items will require significant expenses and it is necessary for the Road District to accumulate and dedicate funds for the repairs to avoid significant tax increases in the years in which significant repairs may be needed, and

WHEREAS, the current Road District facility is at maximum capacity and due to imminent residential growth, road district facilities will require expansion to meet the needs of township residents; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Highway Commissioner of Fremont Township – Lake County, Illinois as follows:

SECTION 1. Capital Fund.

It shall be the policy of the Road District to establish a designated Capital Fund that shall be used for the exclusive purpose of accumulating funds to support the improvements, repairs to or replacement of the buildings and properties owned or leased by the Road District, and as well as for the ongoing maintenance of the same. The dedicated Capital Fund shall have no minimum balance but shall accumulate funds in the Road District corporate fund until appropriated by formal Road District Board action. Such funds shall be accumulated in an amount deemed appropriate annually by the Highway Commissioner and the Township Board during the adoption of the Township’s annual budget or any subsequent amendments to that budget. The initial funding for the accumulation will be \$2,000,000.00 for capital improvements, effective immediately upon the adoption of this ordinance.

SECTION 2. Effective Date.

This Resolution shall be in full force and effect immediately after its publication and passage.

SECTION 3. Conflicts

Any resolution in conflict with this Resolution is repealed to the extent of such conflict.

ADOPTED this 11th day of May 2026, by a roll call vote as follows:

NAME	AYE	NAY	ABSTAIN
Diana O'Kelly, Supervisor	_____	_____	_____
Jeri Atleson, Trustee	_____	_____	_____
Christine Seidner, Trustee	_____	_____	_____
Connie Shanahan, Trustee	_____	_____	_____
Keith Voss, Trustee	_____	_____	_____

Alicia Dodd, Highway Commissioner

ATTEST:

Charmaine Kaufman, Town Clerk

Parks Report for May 2026

Both facilities are in full swing with baseball, soccer and lacrosse

Staff has been busy installing dugout roofs and shade structures at Behm.

Grass is out of control due to wet weather that we received in April

Pickle ball courts are open. New windscreens were also installed this spring

Town hired a new seasonal employee to help in the parks. So far, he has been fantastic.

Assessor Report (May 2026)

- The 2025 tax bills have been mailed, and as anticipated it has increased the traffic into the assessor's office.
- Initial traffic into our office has been split between residents questioning the increase, and those that realized they omitted filing for their "senior freeze".

DISBURSING FUND SUMMARY ON BOARD AUDIT REPORT

GENERAL TOWN	\$100,603.32
GENERAL ASSISTANCE	\$8,081.84
ROAD & BRIDGE	\$28,748.65
PERMANENT ROAD	\$67,567.14
FOOD PANTRY	\$570.85
TOTAL	\$205,571.80

FUND SUMMARY ON PAYROLL REPORT

	<u>TOTAL</u>	<u>TOWN</u>	<u>GA</u>	<u>PERM ROAD</u>
PAYROLL 4/17/26	\$20,994.23	\$1,508.25	\$2,082.97	\$17,403.01
PAYROLL 4/30/26	\$14,254.87	\$14,254.87	\$0.00	\$0.00
PAYROLL 5/1/26	\$22,897.77	\$3,411.79	\$2,082.97	\$17,403.01
TOTAL	\$58,146.87	\$19,174.91	\$4,165.94	\$34,806.02

OLD NATIONAL - SAVINGS

GENERAL ASSISTANCE	\$829.36
FOOD PANTRY	\$2,355.86
GARDEN DONATIONS EXPENSES	\$133.50

TOTAL FUND SUMMARY

GENERAL TOWN	\$119,778.23
GENERAL ASSISTANCE	\$12,247.78
ROAD & BRIDGE	\$28,748.65
PERMANENT ROAD	\$103,202.52
FOOD PANTRY	\$3,060.21
GRAND TOTAL	\$267,037.39

