

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
November 18, 2008

CALL TO ORDER

Mayor Larson called the November 18, 2008 Committee of the Whole meeting of the Board of Trustees to order at 7:04 PM in the Municipal Building: 874 Main Street, Antioch, IL.

ROLL CALL

Following the Pledge of Allegiance, roll call indicated the following Trustees were present: Hanson, Caulfield, and Crosby. Also present were Administrator Velan and Deputy Clerk Folbrick. Absent: Trustees McCarty, Wolczyk and Pierce. Trustees McCarty and Pierce arrived at 7:05 PM.

REGULAR BUSINESS

Mailbox Replacement Policy – Administrator Velan explained that she reviewed applications that were received from homeowners for the previous year's damage. She discussed earlier implementation of the policy with staff, and made the determination to reimburse homeowners for damage done in the prior year. Administrator Velan requested clear direction from the board in order to revise the policy and direct staff appropriately for future damage. She reviewed the current mailbox replacement policy, and the municipal survey conducted by staff. Of the responses in the survey, all of the municipalities included repair or replace damaged mailboxes. The reimbursement amounts and standards for replacement/repair vary. Administrator Velan discussed the options available to the board at this time, which include a continuation of the current policy, a revision of the current policy, and the creation and adoption of an ordinance specifying mailbox standards.

Trustee McCarty asked if the newer subdivisions were required to install a certain type of mailbox. Trustee Crosby replied that Neumann Homes has a standard uniform type of mailbox with a white wooden post. Trustee McCarty remarked that the residents would be receiving a maximum of \$75 on a replacement value, and if the individual homeowner decided to spend more on their mailbox, they would incur that cost.

Superintendent of Public Works Bill Smith stated that he discussed the placement of the mailboxes with the Antioch Postmaster, and was given permission to move the mailboxes back 8 to 12-inches from the curb, as opposed to the current distance of 6 to 8-inches.

Administrator Velan discussed the option of creating an ordinance specifying the types of mailboxes allowed. Mayor Larson asked if the ordinance would include a grandfather clause for existing mailboxes. Administrator Velan replied that it could be included in the ordinance, as well as planned for in future developments.

Trustee Caulfield asked if moving the mailboxes back would help. Superintendent Smith replied that it would not make much of a difference with a heavy snow.

Trustee Pierce said that he believes the current policy is fair, but would like a better process of informing residents of the policy and procedures. Administrator Velan explained that staff will take a more proactive approach in the future with the current policy in place, including informing the residents in advance of the steps they need to take if their mailbox is damaged.

APPROVED MINUTES

Trustee Hanson agreed to keep the current policy in place, and believes that the current condition of mailboxes should be addressed. Superintendent Smith stated that it why the policy addressed reimbursement for direct contact with a plow only; because a mailbox in poor condition would be damaged by indirect contact, or the force of the snow.

Trustee Crosby discussed metal fatigue of the mailbox posts, and encouraged homeowners to provide their own solution for the replacement of expensive mailboxes, and that the Village should not be held responsible for maintaining aesthetics. He would like to clear up the current policy, possibly modify it downwards, and look into restricting custom mailbox types. He also asked for a clear time limit to be included in the policy. Administrator Velan explained that neighboring communities repair or replace the mailboxes first. A reimbursement would only apply if the resident does not want the type of mailbox used for replacement. Trustees Pierce and Hanson agreed to clear up the current policy to include a timeline and process for reimbursement. This item will be placed on the next Village Board Agenda.

Annual Meeting Schedule – The Board agreed with the meeting dates presented and decided to place this item on the next Village Board Agenda.

OTHER BUSINESS

Woods of Antioch – Trustee Caulfield asked to have a discussion regarding the Woods of Antioch during a public works committee meeting. Administrator Velan responded that she would like to have the capital improvement program and funding in place beforehand in order to see where the priority is with that particular subdivision. Trustee Caulfield asked for the meeting to include any information staff has on the streets in the Woods of Antioch Subdivision, a current list of priorities, and an opportunity to hear from the residents in that subdivision. Trustees also requested to review the entire road program. Administrator Velan will research possible meeting dates to see what date and time will work best for the committee.

ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 8:36 p.m.

Respectfully submitted,

Lori K. Folbrick
Deputy Clerk