

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
July 24, 2007

CALL TO ORDER

Deputy Clerk Folbrick called the July 24, 2007 committee of the whole meeting of the Board of Trustees to order at 7:00 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, McCarty, Caulfield, Crosby and Wolczyk. Also present were Assistant Administrator Keim and Deputy Clerk Folbrick. Absent: Mayor Larson and Trustee Pierce.

LEGISLATIVE AND HUMAN RESOURCES

Indemnification Ordinance – Trustee McCarty asked if there were any additions or changes to the ordinance. It was discussed to modify section C of the ordinance, and agreed to direct the attorney at the next Village Board meeting to make the appropriate changes.

Review of Façade Ordinance – Trustees discussed the intent of the original ordinance, and whether it should include structural enhancements as well as façade improvements. There was further discussion regarding what area within the Village would be eligible for this program. Staff will review the ordinance and make amendments for the next Committee of the Whole meeting.

Director of Community Services vacancy advertising update – Director Winegarner reviewed the draft job posting and suggested waiting until a departmental reorganization has been done before posting the job. Acting Administrator Keim suggested waiting to hire this position until a new Village Administrator is employed with the Village. It was agreed that no vacancies for department heads will be filled until an administrator is hired. Staff will return to the board with their recommendations on reorganization.

Other Business – Director Winegarner reviewed the current timeline for hiring a new Village Administrator, with the dates tentative to change.

PLANNING, ZONING AND BUILDING

Sign and parking restrictions – Director Nilsen reported that staff will continue to research the state statute to find if it gives local police the power to issue citations and remove vehicles which are parked illegally on a state highway. Staff will present the information at the next Village Board meeting.

Discussion regarding the central business district – Trustee Crosby suggested developing a plan for the downtown area, and hiring someone to do a strategic plan. Acting Administrator Keim replied that it has been addressed in the Route 83 corridor study, however the Village can hire a consultant to prepare a report and then hire an economic development director to implement the plan done by the consultant. Acting Administrator Keim said that he will obtain input from the department heads and report back at a future Committee of the Whole meeting.

ENGINEERING

Advertisement for bid for the WWTP construction – Acting Administrator Keim gave a brief history of the 2-year project. He explained that the building would be a replacement at

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the existing site, which would allow for 25% more capacity. The estimated cost for the project is \$17 million, and the expenses incurred to date total approximately \$1 million. Items remaining include approval from the Army Corps of Engineers, and a current objection from the Sierra Club. Financial approval from the Illinois Environmental Protection Agency (IEPA) has been reached at no burden to the taxpayers. The next step in the process is to go to bid. Because the cycle ends on September 28, 2007, a bid must be published immediately. Acting Administrator Keim explained that the advertisement for bids is not a binding act by the board and they can refuse the bids if they so choose. He explained that if the bids are accepted, the project can be done at today's cost, however if there is a delay, the cost for the project will only increase.

The current capabilities of the treatment plant were discussed, as well as storage, financing, and construction. This item will be placed on the next Village Board agenda for approval to advertise for bid for WWTP Construction. It was agreed that while this project is out to bid, a special committee meeting will be scheduled in order to provide a brief presentation of the project.

FINANCE

Other Business – Trustee Crosby reported that the Village is proceeding with the new software.

Trustee Hanson asked Trustee Crosby to develop financial guidelines for conferences, such as an expense policy. Acting Administrator Keim replied that there is currently an expense policy in the Village Employee Handbook.

PUBLIC SAFETY AND COMMUNITY SERVICES

Special Event Application for Raymond Chevrolet – Trustee Crosby said that he does not believe the Village Board should not deny the right to do business. Trustee Hanson said that there should be a layout in the guidelines, and approval should be handled by staff. It was agreed to place this item on the next Village Board agenda to direct the attorney to review a special event ordinance.

Recommendation for Feasibility Study on Bitner Property – Park Commission Chairman Jeff Benes reviewed the previous discussions of the Park Commission regarding the Bitner property, and asked the Village Board for direction on where to go next with the project. Trustee Hanson asked acting administrator Keim to review the timelines for the project. Acting Administrator Keim stated that he has looked at the proposal, and does not think it is a good idea to look at engineering studies which have a shelf life before it is decided that this will be the final location for the project, and has a concern that there is no funding source at this time. He believes that the result of a feasibility study will state that the parcel is suitable.

Trustee Caulfield asked if the cost was identified yet for this project. Chairman Benes replied that they have not reached that stage in the process. He explained that there has been a public hearing, conceptual renderings, and nothing else. They need to know that the location of the property is suitable before moving forward. Chairman Benes said that if this is not the property that the Board wished to proceed with, then he would like direction from the Board at this time so that the Park Commission can consider other viable options.

Trustee McCarty said that he would like to see the Board reach a general consensus for the location of the project. It was decided to place this item in the next Committee of the Whole meeting in order to determine funding and location.

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Purchase of Playground Equipment for Trevor Creek Park and Jensen Park – Parks Director Laurie Stahl reviewed the different equipment choices for Trevor Creek Park and Jensen Park. She informed the committee that these items are in the current budget, and included quotes for installation as well as the equipment. This item will be placed on the next Village Board agenda for approval.

Other Business – Police Chief James Foerster gave a brief presentation regarding the need to hire a new patrolman for the Police Department. This item is on the agenda for the special meeting to follow, and will be voted on later this evening.

INFORMATION TECHNOLOGY

Televising Village Board Meetings – Trustee Crosby discussed the possibility of televising Village Board Meetings. He will research the subject and return to the Board to have it placed in next year's budget.

ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 10:35 p.m.

Respectfully submitted,

Lori K. Folbrick
Deputy Clerk