

APPROVED MINUTES  
VILLAGE OF ANTIOCH  
BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE  
Municipal Building: 874 Main Street, Antioch, IL  
March 10, 2010

**I. CALL TO ORDER**

Mayor Hanson called the March 10, 2010 Committee of the Whole meeting of the Board of Trustees to order at 7:03 pm in the Municipal Building: 874 Main Street, Antioch, IL.

**II. PLEDGE OF ALLEGIANCE**

The Mayor and Board of Trustees led the Pledge of Allegiance.

**III. ROLL CALL**

Roll call indicated the following Trustees were present: Sakas, Crosby and Jozwiak. Also present were Mayor Hanson, Administrator Keim, Attorney Long and Deputy Clerk Folbrick. Absent: Trustees Pierce, Poulos and Wolczyk.

**IV. APPROVAL OF MINUTES**

Trustee Sakas moved, seconded by Trustee Jozwiak, to approve the minutes from the January 13, 2010, and February 10, 2010 Committee of the Whole meetings as presented. Upon roll call, the vote was:

**YES: 3:** Sakas, Crosby and Jozwiak.

**NO: 0.**

**ABSENT: 3:** Pierce, Poulos and Wolczyk.

**THE MOTION CARRIED.**

*Trustee Poulos arrived at 7:05 pm.*

**V. REGULAR BUSINESS**

**1. Bodycraft Zoning & Annexation** – Director Nilsen reviewed the request for zoning and annexation by Bodycraft. He explained that this request requires an annexation hearing, and that there is a unanimous positive recommendation from the Planning and Zoning Board. The petitioner plans on a building demolition and parking lot improvements.

Trustee Sakas asked if IDOT permits are needed. Director Nilsen replied that they are for the curb cuts.

Director Nilsen will schedule the annexation hearing for the second April meeting.

**2. Employee Severance and Electronic Discernment Polices – *Electronic Discernment*** - Director Winegarner reviewed the electronic discernment policy, which addresses employees' use of electronic media both during work and personal time, and the content they post as it relates to their position with the Village of Antioch.

Attorney Long addressed the concern with the restriction of employee posts during off-duty hours. Trustee Crosby asked if there was a first amendment issue with this policy. Attorney Long replied that it is a fine line, and the Village will need to be respectful of those limits made on free speech. Trustee Crosby asked if it would stand up under scrutiny. Attorney Long replied that he is comfortable with the policy, however there is not 100% certainty in policies such as this. Mayor Hanson stated that he believes it protects both the Village of Antioch and other employees.

## APPROVED MINUTES

Trustees further discussed expectations of employees, and what instances this policy may be used. Attorney Long added that the policy is more of a statement of expectations for employees than a disciplinary tool.

This policy will be reviewed by Trustee Poulos and placed on a future agenda for discussion.

**Severance** - Director Winegarner stated that board members discussed the creation of a severance policy at a previous meeting, and that she is looking for consensus from the board on whether or not they would like to go forward with a severance policy. If so, she asked for direction on who to include in the policy; if it should be all employees, or appointed positions. She indicated that her research attempts did not find other communities with a severance policy.

Attorney Long indicated his concern for creating a blanket policy and the potential of creating an entitlement for employees. When separation is dealt with on a case-by-case basis, performance, length of service, and other indicators can be taken into consideration.

Trustee Poulos indicated that he would rather have the flexibility of determining severance on a case-by-case basis, and does not want to be legally bound by a policy. He added that many different factors need to be taken into account when determining an employee severance.

Trustees further discussed outlining severance in employee contracts, however there are no contracted employees. They also addressed the need to classify reasons for separation and the employee staff level. Director Winegarner will begin writing a policy based on the discussion.

***Trustee Pierce was contacted by phone at 7:37 pm in order to participate in the meeting.***

**3. Lake County Recovery Zone Economic Development Bonds** – Mayor Hanson thanked Park Board members in attendance at this meeting.

Administrator Keim related that Antioch was selected in the lottery that Lake County held for the receipt of Recovery Zone Economic Development Bonds. Available funding could be as high as \$3,000,000, and must be used for certain capital projects. The program has a 45% reduction in interest from a typical bond, and would be an alternate revenue source bond. He explained that three projects have been set aside for the use of these funds, including a pool, streets in the Woods of Antioch, and a bike path between Hillside and Tiffany. He recommended that the board move forward with the bond opportunity, and asked for a consensus to do so from those present. Administrator Keim outlined the proposed timeline and steps needed in order to continue with the bond issue.

Trustees discussed the proposed projects to be completed with the available funding, particularly the pool, and asked for Park Board involvement in the upcoming decisions to be made. They also discussed the possibility of a future park district, and the ability to sell the bonds to the district if it is created.

Trustee Crosby discussed the Osmond Sports Park funding and spending, and asked if any of this money could be used for that purpose. Administrator Keim introduced Dan Dalviel from 3-D designs, who presented the schedule for the park and necessary improvements. He indicated that Lake County Grading has agreed to do the work at no cost to the Village of Antioch, and other project costs to the Village would be minimal. Administrator Keim said that the Township and 3-D are looking for a commitment from the Village at this time.

Trustee Jozwiak asked if there was any possibility of the OSLAD grant for the park not coming through as a result of state budget issues. Mr. Dalviel said that money is already committed and budgeted, and contracts are already in place with the state. Administrator Keim related that this will be

## APPROVED MINUTES

further discussed at a future Board Meeting. Township Trustee Steve Turner added that the resulting expense would be the Village paying \$100,000 for approximately \$600,000 worth of work. Those present agreed to move forward with the park project.

Mayor Hanson asked the Park Board for their input regarding the pool. Chairman Weber discussed the options for a pool location, and the need to look into the future when determining a location. Administrator Keim added that the project details can be finalized at a later date.

Upon further discussion, all members present agreed to accept the \$3,000,000 bond money and move forward with the necessary steps.

**4. AM Audit Proposal** – Administrator Keim reviewed the history of AM Audit and the scope of services they can provide to the Village. He stated that he has attempted to negotiate with them on their contract costs, but their compensation is standard and non-negotiable. This item will be placed on a future Village Board Agenda.

**5. FY 2011 Budget** – Administrator Keim presented the proposed FY 2011 Budget, which he would like the board to consider for approval in April. He reviewed the economic forecast the Village is facing, and revenue projections. There is a funding gap in the proposed budget, however it does not take into consideration the recently passed utility tax. Deficit reduction alternatives include continued control of expenses, mitigation of risk management insurance, contract review and elimination, and utilization of reserve funds. Utility tax funds will be needed in order to balance the budget.

Trustees discussed additional expenses such as fireworks, salary increases, and employee health insurance contributions. Trustees further discussed the anticipated utility tax funds, and where that money may be best utilized. It is anticipated that those funds will be placed into reserves and capital projects. Trustees commended staff on their effort to reduce expenses and hope they keep the same spending discipline in the future.

Administrator Keim remarked that the next step is to continue to refine the budget based on Board comments, and complete the capital and enterprise budgets. He hopes to discuss the budget again at the April Committee of the Whole meeting and consider approval at the second Village Board meeting in April.

### **VI. OTHER BUSINESS**

No report.

### **VII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:37 p.m.

Respectfully submitted,

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Lori K. Folbrick  
Deputy Clerk