

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
July 15, 2015**

I. CALL TO ORDER

Mayor Hanson called the July 15, 2015 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.

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: Macek, Poulos, Jozwiak, Dominiak and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Folbrick. Absent: Trustee Pierce.

IV. APPROVAL OF MINUTES

Trustee Dominiak moved, seconded by Trustee Johnson, to approve the June 10, 2015 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Johnson.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

V. REGULAR BUSINESS

1. Civic Group use of Public Resources – Administrator Keim said that this has been discussed in the past in the context of the budget, and said he would like to talk about what is an appropriate and fair use of public resources for the various civic groups such as sports organizations, clubs, churches, schools, etc. He said that all organizations give back to the community, which is what makes this community unique. He asked for input to draft a policy for staff to comply with for future requests.

Trustee Macek said the finger is pointed at him, and it's not his fault. He discussed a letter sent from the fireman's association during the campaign using the fire department phone number and address. He doesn't feel that any organization should be picked on because Antioch is run on tradition.

Trustee Jozwiak said he would like to continue to support the organizations, and if they need help, the Village should provide that help. We are a community that helps each other.

Trustee Dominiak asked what type of policy staff seeks, and suggested that a policy is drafted so the board can provide comments. Trustee Johnson said that there are many gray areas, and a policy may not address new ideas from the various civic groups. Administrator Keim agreed that the civic groups support and help mold the community. He expressed concern that a structure that was built by the public works department recently collapsed, and said the Village could have been liable for injuries or damages. He further expressed concern that public works is spending their time helping civic groups instead of road maintenance or other duties as assigned.

Trustee Poulos said staff needs direction, and a policy needs to be drafted. Trustee Jozwiak asked Attorney Long for his opinion on the use of Village address and phone for fundraising. Attorney Long replied that the initial questionnaire was close enough to political activity to need a different address. He said that as far as fundraising efforts, there are no ethical issues with the use of phone and address.

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Trustee Dominiak suggested the policy state that no resources will be used for political activity, and that staff draft the policy. She further suggested that the civic groups could possibly complete a form. Administrator Keim replied that a form already exists, is in use, and is comprehensive to all departments.

Mayor Hanson said the Village should always support organizations, but needs to find a fair balance. He said the organizations need to make sure they have the support they need to run the events as well. He said the Village will support organizations as long as we can.

Administrator Keim will draft a policy focusing on limiting liability, staying away from political agendas, and specify in the policy that the Village will assist 'as resources allow'.

2. St. Peters Catholic Church request for waiver of permit fees – Mr. Regis Trenda, St. Peters Parishioner and volunteer, requested a waiver of permit fees for replacing the heating system in the Father Hanley Center, a.k.a. the gym. He discussed the payment of permit fees for the roof last year, and said they didn't ask for a waiver for that project. He said that the gym is one of the largest venues to host community groups, and is used by various civic groups. He said the cost for the waiver is approximately \$2,200.

Trustee Macek thinks the fee waiver should be granted. Trustee Jozwiak asked for staff recommendation. Administrator Keim said staff would agree to a waiver of fees, with the exception of 3rd party expenses such as mechanical or technical costs for review and inspection. Those present agreed to waive the fees with the exception of third party expenses. This item will be on the next Village Board agenda for consideration.

3. Village Newsletter Cooperative – Administrator Keim discussed the new community magazine, which was developed by Parks Director Shawn Roby. Administrator Keim provided examples of other community magazines which use collaborative efforts of various groups. The Antioch magazine will involve the Village of Antioch, District 34 and District 117 with potential for growth. The new magazine will go to 26,000 homes quarterly, whereas the current newsletter is only mailed twice a year to Village and Township residents. Lake Villa and Lindenhurst have been invited to participate, but have declined to do so at this time. They may be interested in future participation. He outlined the format of the magazine, and showed a draft cover to the board. An intergovernmental agreement and policy may be drafted for the board to consider at a later date. At this time no advertising will be considered at the request of the school. Trustee Dominiak asked who will have publishing and editing responsibility. Administrator Keim said each organization will upload their own content, which will be edited for content review by D117 staff, and will be sent to an outside agency for formatting and production.

4. Clublands Tot Lot Homeowners Association Request – Administrator Keim discussed the request from the Clublands Homeowners Association (HOA) to acquire the tot lot next to Heartland Park that is currently platted and dedicated to the Village of Antioch. The HOA currently owns property on either side of the lot, and maintains the lot. They have requested rights to the property to continue its maintenance. He added that there are other tot lots in the development, some of which have not yet been platted or developed. Administrator Keim stated that while it makes sense practically, there is a reason to ask for park land dedication when a development is considered to satisfy the requirement for the dedication of park land or cash in lieu. He also expressed concern with the HOA restricting access to the park. Trustee Jozwiak asked if the Village is allowed to give away property. Attorney Long said it is held in the public trust of the Village, and the board has the power to sell the land, and give away if decided by the board.

HOA representative, Jeff Rosenthal, said they have been maintaining the lot for approximately 10 years. The current equipment is 10-15 years old, and the HOA would like to install new equipment. Paul Johnson, HOA president, said they received the 2 tot lots other than Heartland Park, through Cole Taylor bank. Administrator Keim said in more recent developments, the property is deeded to the Village, with the responsibility of the HOA to maintain, repair and replace.

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More information is needed before any further action can be taken. Administrator Keim asked the HOA if they would agree to obtaining the property with a public access easement. Angela Brooks, HOA member, said that Neumann was going to deed the property over to the HOA. Her understanding was that the tot lot and other parks would be private to the homeowners in the Clublands subdivision. Staff and Attorney Long will meet and work with the HOA toward a resolution.

5. Ambulance Services RFP – Chief Nixon reported on the results of the request for proposals received for ambulance services opened on June 22, 2015. The current vendor agreed to extend the current contract on a month-to-month basis in February until the future funding for the services were determined. The proposals were for personnel costs only. Three proposals were received from six companies sent the information. Upon further analysis, additional clarifications were requested from each of the three bidders. After careful review, a summary was provided by the Chief. He reviewed the summary of proposals presented to the village board, including rate of pay to their employees, method of balancing workload, training programs, integration into the fire department, and village expectations. Costs over the entire contract were unclear and bidders were asked to resubmit an annualized average cost over 3 years.

Trustee Jozwiak asked if the First Fire District was on board with the proposals. Fire District Administrator Ted Jozefiak said they have met and agree with staff's recommendation. Trustee Johnson asked if another option could be included in the contract considering consolidation. Chief Nixon said a transition would require negotiation and an out-clause is included in the contracts. Attorney Long stated he did not see a problem with assigning the contract. Mr. Mike Tillman from Metro said they would be open to putting language into the agreement to allow a transfer of the contract to the First Fire District in the event of consolidation. Representatives from Kurtz and Paramedic Billing Services (PBS) agreed that the assignability is fine. Mr. Matt Tabar, First Fire District Trustee, said they would defer to the chief on making the recommendation for the best possible provider of the service. Trustee Dominiak asked if Kurtz would hire the Metro paramedics if they were awarded the contract. There is no guarantee that they would continue to stay, if they were offered to be reassigned by Metro to another community. Each one of the three has a long list of positive recommendations. Trustee Poulos asked if 3 resolutions could be presented with a recommendation from staff and the First Fire District for consideration. Administrator Keim said that is what he hoped to do with the waste contract, and stated that staff is obligated to recommend the lowest responsible bidder. He suggested that if the board does not select low bidder, they should state the reasons why. Staff will prepare a recommendation to present to the board at a later date. Chief Nixon stated that it isn't fair to ask current employees to take a pay cut just so the village can go with the lowest possible bidder. Kurtz would credit any seniority with current employees. All staff will be compensated at or above their current level of pay. The other proposal contained similar terms. Mr. Tillman said they are willing to match the bid as well. Administrator Keim suggested that staff touch base with the respondents to discuss further, rather than negotiate in a public forum.

Trustee Dominiak asked about the Round Lake ambulance in town. Chief Nixon stated that there have been recent mechanical issues with the current ambulances, and in order to operate efficiently, Round Lake has loaned their ambulance in the interim.

6. Appropriation Ordinance – Finance Director McCarthy reviewed the reason for the appropriation ordinance, statutorily to be approved by the Village Board within the first quarter of the fiscal year. She explained that the budget column is not typically included in the appropriation ordinance, but is there for the board to have a better understanding of the difference between the two. She clarified that the appropriation sets the legal spending limit for the Village Board.

VI. OTHER BUSINESS

Mr. Matt Tabar, First Fire District Trustee, discussed the partnership with the Village, and was encouraged to have the Village Board consider their opinion with the ambulance services. He said the two differing sides can make it difficult for the chief to make decisions. He urged the board to move forward with

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the annexation, as that is their ultimate goal. When the board is ready to move forward, the district is ready and willing to support them. He suggested that the public safety committee be utilized to consider decisions before they are brought to the respective boards for consideration.

Administrator Keim announced that the water tower logo approved last year is being completed. Modern Home Products was appreciative of the Village's quick response to their maintenance issue, and no agreement has been found for the sign on their property. Mayor Hanson commented on the email from Modern Home Products, and said protocol should be to go to staff and get facts first before any commitments are made by board members. He added that there was a meeting with Trustee Poulos and Director McCarthy on a draft fiscal policy, which will be presented for consideration at the first August meeting.

Mr. Peter Grant, Township trustee, said he would be interested in participating in the community magazine, and will bring it to his board.

Mayor Hanson said he had a meeting with the Community Vision chairman, Cheryl Henning, and asked to create an Ad Hoc committee for the Main Street organization. Trustee Dominiak added that it is a resident driven committee.

Trustee Poulos said a decision needs to be made for future fireworks contracts.

VII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective

Bargaining – Trustee Dominiak moved, seconded by Trustee Johnson, for the Mayor and Board of Trustees to go into executive session at 9:07 p.m. to discuss pending litigation and property acquisition. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Johnson.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Trustee Poulos moved, seconded by Trustee Johnson, for the Mayor and Board of Trustees to return from executive session to the open meeting at 9:14 p.m. with **no action taken**. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Johnson.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

VII. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:15 p.m.

Respectfully submitted,

Lori K. Folbrick, RMC/CMC
Village Clerk