

# APPROVED MINUTES

**VILLAGE OF ANTIOCH BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
Village of Antioch, Lake County, Illinois  
Municipal Building: 874 Main Street, Antioch, IL 60002  
January 24, 2024**

## **I. CALL TO ORDER**

Mayor Gartner called the January 24, 2024 Committee of the Whole meeting of the Board of Trustees to order at 9:00 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

## **II. ROLL CALL**

Roll call indicated the following Trustees were present: Burman, Bluthardt, McNeill, Pierce\*, Macek and Pedersen. Also present were Mayor Gartner, Attorney Vasselli, Acting Administrator Guttschow and Clerk Romine.

*\*indicates attendance via Zoom.*

## **III. Absent Trustees Wishing to Attend Remotely**

There were no objections to Trustee Pierce attending remotely.

## **IV. Mayoral Report –**

Mayor Gartner wished Trustee Pedersen a Happy Birthday.

## **Citizens Wishing to Address the Board**

None.

## **V. Regular Business**

**1. Approval of the January 10, 2024 Committee of the Whole meeting minutes as presented** – Trustee Macek moved, seconded by Trustee Bluthardt, to approve the January 10, 2024 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**2. Discussion regarding the final steps of the Parks Master Plan** – Director Quilty discussed the recommendation by the Park Board to move forward with approval of the plan and outlined the proposed costs over a 5-year period. Once the Board agrees to the 5-year cost outlay, Hitchcock will present the final plan for approval.

Trustee Macek confirmed that there are no locked in prices or contracts in place. Director Quilty stated that is correct. Trustee Macek expressed concern over inflation for future costs. Director Quilty has great confidence that Hitchcock has the experience to present proposed estimated costs. Director Quilty will ask if Hitchcock has incorporated inflation into their proposed numbers.

Trustee Bluthardt asked what is in the current budget for parks capital, and asked if the Board is taking action to approve this, or if it is set in stone that they will spend this much each year. Director Quilty responded that this master plan is a guide to use for future budgets. The Park Board would make recommendations to the Village Board for improvements based on what the Village Board allows in the budget.

# APPROVED MINUTES

Trustee Bluthardt asked about earmarking cannabis funds for parks, to which Mayor Gartner replied it will be a part of the bigger budget discussion.

**3. Discussion regarding the Heron Harbor Master Association** – Mr. Joseph Scharnak presented the request to consolidate some of the sub-associations within the Heron Harbor master association to merge under one government entity rather than multiple entities. He discussed the work and money involved in doing this, and said nothing can be done unless the Village Board ultimately signs off on the consolidation with respect to open areas and stormwater drainage. No rights are changed, but it simply moves from one document to another.

Trustee Macek said some units don't want their architecture changed, and being under the same agreement worries some residents with respect to certain restrictions. Mr. Scharnak said there are plans to address that, and all architectural restrictions will be preserved and recited in their entirety into the new document. The plan is for the sub-associations to distribute all assets among their members, and any debt will carry over to the master association moving forward. The assessment amount will not change. He added that there will be member comment periods during the process, and will potentially take a year to complete.

Trustee Bluthardt asked what would happen if one association that does not want to participate in the merger. Mr. Scharnak doesn't see how that could doom the entire plan. As long as the residents have their say he doesn't see an issue.

Mayor Gartner said the Board will follow what the association desires. Trustee Pierce discussed the permitting process for the Village.

**4. Discussion regarding amendments to the Employee Handbook related to a vacation payout policy** – Acting Administrator Guttschow presented the proposed amendment to the handbook based on previous discussion by the Village Board regarding employee carryover and vacation payout. He discussed the concerns raised by staff related to vacation accrual, and would recommend keeping the same policy applicable to all departments. He discussed management positions, and affording those employees the same rights as those below them. He further discussed the current CBA with the Police Department.

Trustee McNeill agreed that staff is hardworking, and likes the idea of compensating them for that, but expressed concern with the potential cost if all employees took advantage of the program. Acting Administrator Guttschow said there were 19 employees last year that took advantage of the program, and believes that at some point the costs will balance out. He asked the Board to think about how cutting off vacation payouts may disincentivize staff from moving into management roles. Finance Director Torres said these numbers are already in the budget, and have been reduced by \$12k from last year.

Trustee Pierce expressed concern with the difference between this and his job. He struggles with the added cost and also wants to see employees take their vacation.

Trustee Macek remembers unlimited accrual in years past, which added options to command staff and all employees to accrue vacation time for unforeseen leave. He likes giving the option to employees and thinks this makes a lot of sense.

Trustee Pedersen said the Village has employees who work for this Village who can't take time off in the summer. She thinks this is a great plan and a solution. This item will be placed on the next Village Board agenda for consideration and approval.

# APPROVED MINUTES

## **VI. OTHER BUSINESS**

None.

## **VII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – Personnel** - Trustee Macek moved, seconded by Trustee Pedersen, to enter into executive session at 9:39 pm to discuss personnel. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Trustee McNeill moved, seconded by Trustee Pierce, to return from executive session at 10:10 pm with **no action taken**. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

## **VIII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 10:11 pm.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk