

# 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 August 28, 2024**

### **I. CALL TO ORDER**

Mayor Gartner called the August 28, 2024 Committee of the Whole meeting of the Board of Trustees to order at 8:15 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, 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**

None.

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

None.

### **V. Regular Business**

**1. Approval of the July 24, 2024 meeting minutes as presented** - Trustee McNeill moved, seconded by Trustee Bluthardt, to approve the July 24, 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 a Façade Grant request for the Meeting House located at 977 Main Street** – Director Garrigan reviewed the request for a façade grant at the Meeting House located at 977 Main Street. He presented pictures, and discussed challenges with the condition of the current façade. The project total is \$36,600 and they are requesting the grant for painting, front door replacement and new, custom front doors.

There were no questions, and this item will be placed on the next Village Board agenda for consideration.

**3. Discussion regarding the proposal for DeKind Computer Consultants for IT Services** – IT Manager Amy Pisciotto reviewed the RFP process and recommended the Village contract with DeKind Computer Consultants. She discussed the support provided by our current vendor, and decreasing level of service in the capacity needed by the Village. She discussed the responses, and selection process. Staff feels that DeKind has the municipal experience and support services needed

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for the Village of Antioch at this time, and recommends them as the selected vendor for IT services moving forward. She reviewed the content of their proposal and costs. She recommended purchasing a block of time in addition to the hours set ahead of time due to the amount of projects coming forward needing IT services.

Trustees discussed the services provided under the block of time, cost differences, licensing and hardware, migration, and liability and responsibility for errors made on their end.

This item will be placed on the next Village Board agenda for consideration.

**4. Discussion regarding Public Works and Village Hall Facilities** – Administrator Guttschow provided an overview of the proposal for a new public works facility and the history of the project. He indicated that millions have been cut from the project cost, and he introduced the architectural team to present the design. He discussed the potential to reduce costs further, and advised the challenges those reductions may cause. He asked the Board to weigh in on the cost for the facility and what they are comfortable spending while considering the impact and recommendations of staff. He discussed the previous mistakes made with other buildings and said it's important to plan for the future.

Mr. Andy Dogan, Vice President for Williams Architects, presented the concepts prepared by his firm for the new facility. He said they are at the schematic design phase, and other decisions will need to be made, but this is the time to check in with the Board on the process, current design and pricing. He shared the original plans presented for a different site, which incorporated the full space needed based on the needs assessment and proposed materials. He said they have worked with staff to provide the best valued building for the project, and continue to work to balance square footage with cost.

Mr. Marc Rohde with Williams Architects presented the site and floor plan designs and exteriors. He stated that the plan should be good for the next 30 years, and reviewed the amenities included in the building, and potential for expansion. Mr. Rohde presented the size and logistics of parking the vehicles, and discussed the efficiency of the building, which is concise and cost effective. Trustee Pierce asked if the wash bays were big enough for snow plows, to which he replied yes. Mr. Dogan discussed energy code mandates for daylighting. Mayor Gartner asked how much space is between this facility and property line to the west. Mr. Dogan responded that the West side of site has more topography.

Mr. Fred Marano with FQC, construction manager for the Village of Antioch, discussed the costs associated with the project, which were reviewed with similar projects. He presented the construction cost at \$15 million, soft costs (furniture, equipment, utilities, etc.) at \$2.3 million, for a total design budget of \$17.4 million. He presented 7 items for consideration of alternates which may reduce costs, and the impacts of selecting those alternatives. He commented that adding any of these items at a later date would eventually cost more. Mr. Marano also discussed contingencies included in the cost.

Mayor Gartner asked what the long term savings would be with their own fuel tanks. Director Heimbrodt said there is typically a savings, but is unsure of the amount at this time.

Trustee Bluthardt asked how the building will be funded and believes that the final number will creep up to \$18-20 million. He said the Board needs to consider if they want to spend all the money we have now, vs. spending the money on an expansion in the future. Administrator Guttschow said based on the projections provided by Finance Director Torres, there is funding for capital projects, which doesn't touch reserves or fund balance. He said if all alternatives are selected, it may not leave us with a functional building. Finance Director Torres said this is the money available for the large capital

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projects. She agrees with the concerns, and discussed other upcoming costs such as lead piping in the water department, OSLAD grant obligations, Early Retirement Incentive costs, grocery sales tax revenue decreases, and other considerations that must be made. She doesn't anticipate taking funds out of reserves, and expects the Village's history of surplus to continue. She is not concerned about negative cash flow, but is concerned with pending liabilities. She added that these funds do not affect the operations, and are available to use for the residents of the Village of Antioch. Trustees discussed potential costs for lead line replacement. Director Heimbrodt said they are completing their submittal to the EPA, and have identified 187 services for that project. They plan to schedule 15 services/year at \$10k per service. Those present discussed costs and plans to comply with EPA requirements, including involvement with homeowners.

Trustee Pierce said it will come down to Public Works vs Village Hall if the Board needs to make a decision. Trustee Pedersen said they need to move forward with building this facility and owe it to the Public Works department to move forward.

Those present discussed priorities of Village Hall vs Public Works, potential revenue from future property sales, and the costs associated with Grimm Road vs. the proposed location.

Trustees Burman, Pedersen, McNeill and Macek agreed to move forward with Public Works. Trustee Bluthardt said he will support the decision of the Board, but expressed concern with funding.

Mr. Dogan said they are still in the design process, and the time for these decisions is when the bids are received, and the Board will know what they have to work with. He expects to have more information in the coming months, and will have clarity on how to move forward.

**5. Discussion regarding Downtown Façade Guidelines** – Director Garrigan reviewed the revised Downtown Façade Guidelines, which incorporate an expiration on applications. This will provide a 6-month limitation, with an option for the applicant to request extensions if necessary. It also provides that the Historic Preservation Commission has an opportunity to review and make a recommendation to the Village Board, and architectural and historical modifications. He discussed the one outstanding façade grant for Oliverii, which has not begun construction.

**6. Discussion regarding an ordinance adding Chapter 9 to Title 8 of the Antioch Village Code regarding Public Camping within the Village of Antioch, Illinois** – Administrator Guttschow provided a brief history of the ordinance, which aims to address homelessness in the Village. Over the last several years, public concerns over public camping have been raised. He discussed other ways to assist the unhoused. This item will be placed on the next Village Board agenda for consideration.

### **VI. OTHER BUSINESS**

None.

### **VII. Department reports**

**Communications** – Assistant Administrator Moran announced the new Communications and Event Specialist is scheduled to begin next month. He discussed the new park opening and outreach for the grand opening. He reviewed the collaboration with the downtown shops for their shopping event coordinated with the opening of the park. Assistant Administrator Moran said he has been working with Hitchcock Design to move forward with the OSLAD grant submittal due next month. He is working to lineup entertainment for the park and working on the lease agreement with the prospective tenant of the café building. He also reviewed upcoming events.

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**Public Works –** Director Heimbrodt thanked the Board for their consideration of a new public works facility and their support. He discussed permitting for Nicor and ComEd, and the replacement of the gas mains on portions of roads in Downtown Antioch. The project is expected to take a month, and there will be impacts to the residents who should be notified by the utilities. He announced that Well 7 is fully back online and production is performing well. Director Heimbrodt discussed the road program preconstruction meeting, which was held, stating they are not proposing to start until October and will be completed by October 25. Woods of Antioch set to begin tomorrow with minimal work or impact to residents. He has communicated with Mr. Haley so he can communicate with residents. Finally, he acknowledged Lee Shannon, Sherry Hoban and Rachel Thiel for their tremendous work on the lead service line project.

**Parks –** Director Quilty said the pool will be open this weekend and then be closed for the season. Camp Crayon begins the week after Labor Day. Programming will be offering yoga in the new park on Saturday mornings starting September 7 through Trillium Yoga. Finally, Director Quilty thanked the Village for her time serving this community.

**VIII. EXECUTIVE SESSION –** Trustee Pedersen moved, seconded by Trustee McNeill to enter into executive session at 9:59pm to Personnel, Pending Litigation, and Property Acquisition. Upon roll call, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Trustee Pedersen moved, seconded by Trustee Pierce, to return from executive session at 10:29 with **action taken**. Upon roll call, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### **Action**

**1. Consideration and approval regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.**

Trustee Pedersen moved, seconded by Trustee Burman, to approve Resolution No. 24-76, authorizing and approving an Interim Village Administrator Employment Agreement for the Village of Antioch, Illinois.

Upon roll call, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### **IX. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 10:30 pm.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk