

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES, REGULAR MEETING Municipal Building: 874 Main Street, Antioch, IL October 3, 2005

CALL TO ORDER

Clerk Rowe called the October 3, 2005 regular meeting of the Board of Trustees to order at 7:30 PM in the Municipal Building: 874 Main Street, Antioch, IL.

TRUSTEE TURNER – MAYOR PRO-TEM

Trustee Porch moved seconded by Trustee McCarty to appoint Trustee Mary Turner as Mayor Pro-Tem for the October 3, 2005 meeting. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 0.

ABSENT: 2: Caulfield and Pierce.

THE MOTION CARRIED.

ROLL CALL

Following the Pledge of Allegiance, roll call indicated the following Trustees were present: Hanson, McCarty, and Porch. Also present were Mayor Pro-Tem Turner, Attorney Magna and Clerk Rowe. Absent: Mayor Larson, Trustee Caulfield and Trustee Pierce.

APPROVE BALANCE OF AGENDA FORM

Trustee McCarty moved seconded by Trustee Porch to approve the balance of the October 3, 2005 meeting agenda as presented. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 0.

ABSENT: 2: Caulfield and Pierce.

THE MOTION CARRIED.

SEPTEMBER 19, 2005 REGULAR MEETING MINUTES

Trustee McCarty moved seconded by Trustee Porch to approve the minutes from the September 19, 2005 regular meeting as presented. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 0.

ABSENT: 2: Caulfield and Pierce.

THE MOTION CARRIED.

PETITIONS/BIDS

Trustee Hanson moved seconded by Trustee Porch to accept into the record the following bids received on October 3, 2005 at 2:00 p.m. for the purchase of a new unmarked 4-door sedan.

Company Name	Address	Amount
Kunes Country Ford	1234 E. Geneva Street Delavan, WI 53115	2006 Ford 500 SE \$17,411.05
Advantage Chevrolet	9510 W. Joliet Road Hodgkins, IL 60525	2006 Impala \$15,015.39
Raymond Chevrolet	118 Route 173 Antioch, IL 60002	2006 Impala \$13,089.93

Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 0.

ABSENT: 2: Caulfield and Pierce.

THE MOTION CARRIED.

MAYOR

Oath of Office to Antioch Police Officer Christine Eaton – Clerk Rowe administered the Oath of Office to **Antioch Police Officer Christine Eaton**.

Appointment of Joy McCarthy as Finance Director/Treasurer – Trustee Porch moved seconded by Trustee McCarty to appoint **Joy McCarthy** as **Finance Director/Treasurer** for the Village of Antioch. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 0.

ABSENT: 2: Caulfield and Pierce.

THE MOTION CARRIED.

APPROVED MINUTES

Oath of Office to Finance Director/Treasurer Joy McCarthy - Clerk Rowe administered the Oath of Office to Finance Director/Treasurer Joy McCarthy.

CLERK

Other Business – Keller Williams Cares - Clerk Rowe reported that Keller Williams Katrina Hurricane disaster relief fundraiser has been rescheduled to 11:00 a.m. on October 11, 2005. Keller Williams employees will be conducting a 5-mile walk on sidewalks and the bike/walking path as part of their fundraising efforts for the Katrina Hurricane disaster relief.

Trustee Caulfield arrived at 7:40 p.m.

ADMINISTRATOR

Informational report – Administrator Haley gave a verbal report regarding elected officials and staff who attended the 92nd Annual Illinois Municipal League Conference in Chicago on September 22 – 25, 2005.

Corporate Authority Resolution No. 05-24; State Bank of the Lakes – Trustee Porch moved seconded by Trustee McCarty to approve **Resolution No. 05-24**, entitled the **Corporate Authority Resolution**, authorizing the change of Village of Antioch signatories, removing Trisha Steele and adding Joy McCarthy, on accounts held at the State Bank of the Lakes and with two signatures required for each account. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Corporate Authorization Resolution No. 05-25; First National Bank of Antioch – Employee Owned – Trustee Porch moved, seconded by Trustee McCarty to approve **Resolution No. 05-25**, entitled, **Corporate Authorization Resolution**, authorizing the change of Village of Antioch signatories, removing Trisha Steele and adding Joy McCarthy, on accounts held at the First National Bank of Antioch and with two signatures required for each account. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

COMMUNICATIONS

Clerk Rowe read aloud the letter dated September 29, 2005 from Fire Chief Dennis Volling informing the village that three members and one vehicle has been deployed to New Orleans, Louisiana as part of M.A.B.A.S. agreement. The vehicle is owned by the First Fire District and the three men deployed were Capt. John Whitten, Jim DeVito and Capt. Jim Cook.

Clerk Rowe reviewed the Understanding Property Assessment announcement regarding the Chief County Assessment Officer of Lake County, in conjunction with the Lake County Township Assessors Association, will hold four public information meetings to help educate residents regarding their property assessment. The sessions will be held at the College of Lake County “C” Wing Auditorium on Thursday, October 20, 2005 at 7:00 p.m.; Monday, October 24, 2005 at 7:00 p.m.; Thursday, November 10, 2005 at 7:00 p.m. and on Saturday, November 12, 2005 at 10:00 a.m.

CITIZENS WISHING TO ADDRESS THE BOARD

There were no citizens present in the audience who wished to address the Board.

LEGISLATIVE AND HUMAN RESOURCES

Approve Finance Director Job Description – Trustee Porch moved seconded by Trustee McCarty to approve the job description for the Finance Director position as presented. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Porch and Turner.

NO: 1: Caulfield.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Approve Administrative Assistant for the Community Services Department Job Description – Trustee Porch moved seconded by Trustee McCarty to approve the job description for the administrative assistant position in the Community Services Department as presented.

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Comment – Trustee Caulfield

Trustee Caulfield asked for help in understanding the reason for this position and justification since he wasn't able to attend the committee meeting.

Administrator Haley

Administrator Haley reviewed the application and interview process that took place regarding this position.

Comment – Trustee Caulfield

Trustee Caulfield asked if this position is a helper to our community services department.

Comment – Trustee Porch

Trustee Porch said that this is an administrative assistant position for the department.

Mayor Pro-Tem Turner

Mayor Pro-Tem Turner said this position would provided administrative assistance in the Community Services department and would assist in all areas under that department.

Administrator Haley

Administrator Haley read aloud the duties and essential functions as listed in the job description that was included in the agenda packet.

Comment – Trustee Caulfield

He said he thought that he heard Mayor Larson publicly state that she is not replacing a position in that department and this caused him some confusion. He said there is no end to the money that we are spending to hire people and that he doesn't see the reasons for these positions coming to the Village Board level. Trustee Caulfield said that he doesn't believe there is a justified reason for these positions being created and he feels this is a duplication of efforts. Trustee Caulfield said that he's not seeing any evidence that this position is needed.

Mayor Pro-Tem Turner

Mayor Pro-Tem Turner discussed the growth of the village and that we have serious needs and projects going on and we need to make sure that we have the staff on hand to enhance and recruit businesses to our community.

Comment – Trustee Hanson

Trustee Hanson said that we need to look one step beyond this point and the creation position of a Human Resource Director. He said that he fears that we're creating all these different jobs when we're not all involved with the communication process. Trustee Hanson also discussed the pay structure for those who are doing similar jobs and duties. He said that although he believes that we may need someone in this position, he is not going to vote in favor of it.

Roll Call Vote - There being no further discussion regarding the Administrative Assistant for the Community Services Department job description, the roll call vote was:

YES: 3: McCarty, Porch and Turner.

NO: 2: Hanson and Caulfield.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

PLANNING, ZONING AND BUILDING, SENIOR SERVICES

No Report.

ENGINEERING, PUBLIC WORKS AND UTILITIES

Authorize payout #9 to Carmichael Construction in the amount of \$15,548.20 – Following Administrator Haley's update regarding the construction at the Antioch Senior Center, Trustee Porch moved seconded by Trustee McCarty to authorize payout #9 to Carmichael Construction in the amount of \$15,548.20. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

APPROVED MINUTES

Approve Change Order #4 in the amount of \$3,775.00 for the retaining wall at the Antioch Senior Center – Administrator Haley reviewed the letter dated September 28, 2005 from Smith Engineering Consultants regarding Change Order #4. Trustee Porch moved seconded by Trustee McCarty to authorize Administrator Haley to sign Carmichael Construction Change Order #4 in the amount of \$3,775.00 regarding the Antioch Senior Center retaining wall. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

FINANCE, ECONOMIC AND REDEVELOPMENT

Invoices over \$10,000 – Trustee Porch reviewed the informational report dated October 2, 2005 showing invoices over \$10,000 and totaling \$77,359.75. Invoices listed were: Antioch Police Pension Fund in the amount of \$29,024.32 for 9/22 RE distribution; Blue Cross Blue Shield in the amount of \$21,059.98 for employee health insurance; ComEd in the amount of \$14,672.39 for lift stations; and National Waterworks, Inc. in the amount of \$12,603.06 for meters.

Summary of Escrow – Trustee Porch reviewed the informational report dated October 3, 2005 showing the summary of escrow and totaling \$12,067.26.

Accounts Payable – Trustee Porch moved seconded by Trustee McCarty to authorize payment of accounts payable as prepared by village staff and dated October 3, 2005 in the amount of \$245,037.24.

Comment – Trustee Hanson

Trustee Hanson said that he wants to go on record that he opposes the village attorney's portion of accounts payable. There was a brief discussion and a suggestion to separate the attorney's fees from the remaining accounts payable list and to have a separate motion on these fees. Trustee Porch stated that she would like her motion to stand as is.

Roll Call Vote - There being no further discussion regarding accounts payable, roll call vote was:

YES: 3: McCarty, Porch and Turner.

NO: 2: Hanson and Caulfield.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Manual Checks – Trustee Porch moved seconded by Trustee McCarty to approve the manual checks report dated September 28 2005 as prepared by village staff in the amount of \$210,696.83 with \$210,000.00 is to satisfy the Beelow claim.

Comment – Trustee Caulfield

Trustee Caulfield said that he would like the Beelow claim explained for the public.

Attorney DiMartini

Attorney Matt DiMartini explained that in 1999 that a property owner south of town gave the village \$175,000 to extend the sewer line to his property. He said the sewer line was not extended and the property never annexed to the village. Attorney DiMartini explained the lawsuit was withdrawn in 2001 and refilled in 2003 and was settled for less than the amount if it was successful in court.

Attorney Magna

Attorney Magna said the village received the \$175,000 in cash and through one mechanism or another held onto it and never applied any of it. He said that essentially this suit was for his money back plus interest.

Comment – Trustee Hanson

Trustee Hanson asked if we satisfied the recapture portion of this.

Attorney Magna

Attorney Magna said that is correct and discussed the previously approved settlement and release agreement which contains a release of any and all claims or rights that he may have to the recapture. When Trustee Caulfield asked if the that transaction happened with Board approval Attorney Magna said that since he wasn't here he didn't know and he explained the legal term of unjust enrichment is when someone receives value or money without providing something in return, the law says that it should be given back. Attorney Magna said that how it came about we don't know, but in their review it was deposited into a village account so we were able to lock in that the village did receive it and so we are now providing restitution.

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Roll Call Vote – There being no further discussion regarding the Manual Checks, the roll call vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Payroll Expense – Trustee Porch moved seconded by Trustee McCarty to approve the payroll expense report dated September 23, 2005 in the amount of \$257,860.12 as presented. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Financial Report for the month ending August 31, 2005 – Trustee Porch reviewed the informational financial report for the month ending August 31, 2005.

Authorize partnership with Lake County Illinois Convention and Visitors Bureau – Trustee Porch reviewed the breakdown of different partnership levels with the entry level being \$10,000 annual investment and discussed that as members, Antioch would listed be in various advertisements and publications done by the Bureau which may be distributed in a 50 to 80 mile radius. Trustee Porch said that since this is our first year, she would like to begin with the entry level of \$10,000 and by doing so would help promote Antioch and we may be able to capture an audience that we're not reaching currently.

Trustee Porch moved seconded by Trustee McCarty to authorize partnership with the Lake County Illinois Visitors Bureau in the amount of \$10,000 annual investment with funds being paid from the Antioch Business District program #282. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Other Business – Trustee Porch said the second annual Octoberfest will be held on October 8, 2005 from Noon to 10:00 p.m. at the William Brooks Entertainment Center.

PUBLIC SAFETY, PARKS AND LICENSE

Village of Antioch Fire Prevention Week Proclamation – Trustee McCarty moved seconded by Trustee Hanson to approve the 2005 Fire Prevention Week Proclamation designating October 9-15, 2005 as Fire Prevention Week in the Village of Antioch. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Holiday Parade Resolution – Trustee McCarty moved seconded by Trustee Hanson to approve **Resolution No. 05-26**, entitled, **Antioch Holiday Parade Resolution** with the Holiday Parade being held on November 25, 2005 at 6:30 p.m. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Special Event Liquor License: St. Peter's Footlights, November 4 and 5, 2005 – Trustee McCarty moved seconded by Trustee Hanson to issue a special liquor license to St. Peter's Footlights for November 4-5, 2005, waiving fee. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Raffle License: Village of Antioch Octoberfest – Trustee McCarty moved seconded by Trustee Hanson to issue a raffle license to the Village of Antioch for the Octoberfest event being held on October 8, 2005, waiving fee. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

APPROVED MINUTES

Raffle License: Ratify license to Antioch Rotary Club - Trustee McCarty moved seconded by Trustee Hanson to ratify and issue a raffle license to the Antioch Rotary Club for their annual Pork Chop dinner held on October 1, 2005. Upon roll call, the vote was:

YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Other Business – Trustee McCarty discussed the Antioch Lions Club will hold their annual “Candy Days” fundraiser on October 14 and 15, 2005. This item will be placed on the October 17, 2005 village board agenda for consideration.

DELINQUENT ESCROW ACCOUNTS

No report.

ATTORNEY

No Report.

ADJOURNMENT

There being no further discussion, Trustee Hanson moved seconded by Trustee Porch to adjourn the regular meeting of the Board of Trustees at 8:15 p.m.

Respectfully submitted,

Candi L. Rowe RMC, CMC
Village Clerk