

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES, REGULAR MEETING Municipal Building: 874 Main Street, Antioch, IL May 15, 2006

CALL TO ORDER

Mayor Larson called the May 15, 2006 regular meeting of the Board of Trustees to order at 7:31 PM in the Municipal Building: 874 Main Street, Antioch, IL.

ROLL CALL

Following the Pledge of Allegiance, roll call indicated the following Trustees were present: Hanson, McCarty, Porch and Turner. Also present were Mayor Larson, Administrator Haley, Attorney Magna and Deputy Clerk Lori Folbrick. Absent: Trustee Pierce, Trustee Caulfield and Clerk Rowe.

APPROVE BALANCE OF AGENDA FORM

Trustee Porch moved, seconded by Trustee McCarty to approve the balance of the May 15, 2006 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.

MAY 1, 2006 REGULAR MEETING MINUTES

Trustee Porch moved, seconded by Trustee Turner to approve the May 1, 2006 regular meeting minutes 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

No report.

MAYOR

Appointments - Trustee Porch moved, seconded by Trustee Turner to approve the appointments as presented. Mayor Larson read the following appointments:

Michael Haley, Village Administrator
Candi Rowe, Village Clerk
Law offices of Rudolph Magna, Village Attorney
Joy McCarthy, Village Treasurer
William Smith, Director of Public Works
Laurie Stahl, Director of Parks and Recreation
Robert Silhan, Director of Planning, Zoning & Building
Paul Howard, Director of Senior Services
Keith Fujihara, Director of Engineering
Claude LeMere, Director of Community Services
James Foerster, Chief of Police
Dennis Volling, Chief of Antioch Fire Department
Mayor Larson explained that these appointments are for one year terms.

Trustee Caulfield arrived at 7:34 PM.

Roll Call Vote – There being no further discussion and upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Other Business – Village Committee Meetings – Mayor Larson discussed the Village Board Committee Meetings Schedules, explaining that they went relatively smoothly except for a gap in time between meetings. She asked the attorney what his suggestion would be to roll from one meeting to the next. Attorney Magna explained that they could open all three meetings at once and have the first meeting, then the second committee would convene immediately following the closure of the first committee meeting, and the third committee likewise. He explained that the open PM meetings act must give the public 48 hours advance notice of the time and place of the meetings of public bodies. Mayor Larson explained that a long

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running meeting could be recessed or adjourned until a further date. She asked the trustees to give the clerk any agenda items by Friday, so that she can give sufficient notice.

CLERK

No report.

ADMINISTRATOR

North Avenue Reconstruction – Administrator Haley reviewed the plans from Lake County to improve roadways on North Avenue from Route 83 to Deep Lake Road. He asked our engineering department to review the schedule with the Lake County Department of Transportation as part of our budgeting process. When reconstruction begins, the Village of Antioch will be financially required to participate as it pertains to sidewalks on both sides of North Avenue. Administrator Haley explained that Lake County tentatively plans to begin this project in the year 2008.

Approve the 2003 TIF Audit - Trustee Turner moved, seconded by Trustee Porch to approve the 2003 TIF Audit as presented. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Approve the 2006-2007 Budget – Administrator Haley reviewed the 2006-2007 fiscal year budget, and went over the executive summary included with the budgets. He stated that it is important to note that the Village's combined ending unaudited balance is a healthy \$11.8 million. Administrator Haley emphasized the importance of the finance director, Joy McCarthy and her staff. He explained how the budget document, as well as the financial health of the Village, has evolved.

Trustee Porch moved, seconded by Trustee Turner to approve the budget as presented.

Comment – Trustee Caulfield

Trustee Caulfield said that he received the budget packet last week, but did not see any meetings scheduled for the finance committee or committee of the whole to have a presentation of the budget.

Comment – Trustee Porch

Trustee Porch explained that when the budget was distributed last week, she asked that the trustees contact the Administrator with any questions they may have regarding the budget. Trustee Turner explained that the budget was put on the agenda Friday.

Comment – Trustee Caulfield

Trustee Caulfield stated that in the past it was common practice to have a review, or meetings to discuss the budget.

Mayor Larson

Mayor Larson stated that the reason the budget was passed out the previous week was so that the trustees could have some time to look at the budget and come to the Administrator with any questions they may have. Administrator Haley stated that at the chairman's discretion, they could schedule a working session to review the budget, and that he is still available to answer any questions.

Comment – Trustee Caulfield

Trustee Caulfield asked for some highlights from the Administrator to show where the major expenses for the year are, and show where he has been able to make reductions.

Administrator Haley reviewed and highlighted the budget. Trustee Caulfield stated some resident concerns, including road conditions, park projects, the clock tower, and the combined Village/Township Park, and asked if they were included in the budget. Administrator Haley explained that they are all addressed in this budget.

Comment – Trustee McCarty

Trustee McCarty commented that he is very happy with the format change and the education process with the budget.

Comment – Trustee Hanson

Trustee Hanson said that he would like to have a committee meeting for a better understanding and analysis of the budget. Administrator Haley reiterated that he would be more than happy to have a committee meeting to address any questions the trustees may have regarding the budget.

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Comment- Trustee Caulfield

Trustee Caulfield asked if the budget addresses salaries, training and education, and equipment for the Village staff. Administrator Haley explained that Village-wide the training has gone up, and improved computer operations are included in the budget.

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

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

COMMUNICATIONS

No report.

CITIZENS WISHING TO ADDRESS THE BOARD

Mayor Larson stated that the two people wishing to address the board can do so when the Planning and Zoning section of the agenda arrives.

LEGISLATIVE AND HUMAN RESOURCES

Approve Village Policies for Sections 1.8, 3, 4, 5 & 6 as amended – Attorney Magna explained that eventually the policies will be put into a manual, and should be adopted by ordinance when it is fully assembled. Trustee Porch moved, seconded by Trustee McCarty to approve Village Policy Sections 1.8, 3, 4, 5 & 6 as presented.

Comment – Trustee Hanson

Trustee Hanson asked Administrator Haley if there would be a review with department heads. Administrator Haley stated that the Village Human Resource Department plans to do training with all the departments after the entire manual is finished.

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

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Authorize the Village Clerk to appoint a Deputy Clerk – Trustee Porch moved, seconded by Trustee Turner to authorize the Village Clerk to appoint a Deputy Clerk with an annual stipend of \$1,000. Upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

PLANNING, ZONING AND BUILDING, SENIOR SERVICES

Planning & Zoning Board action of May 11, 2006; PZB 06-06; Andre' re-subdivision within existing R-4 zoning; Harden Street, north shore of Lake Antioch; Jeff Andre' – The following Planning and Zoning Board's letter of recommendation dated May 11, 2006 was reviewed:

The Combined Planning Commission and Zoning Board conducted a public hearing on May 11, 2006, following notification as required by State Law and Village Ordinance to consider a re-subdivision request by Jeff Andre.

The Village Code Title 10, Chapter 5, requires that all R-4 lots be at least 8,500 square feet in area and 75 feet in width. The proposed lots meet the size criteria for R-4 lots and are consistent with R-2 and R-3 lot sizes found in the neighborhoods to the north and west.

The hearing began with a presentation by petitioner Jeff Andre, who stated his intentions. Dustin Nilsen, Senior Planner presented his report. In summary, staff recommended that the Board approve the subdivision because it complies with all applicable Village ordinances.

Following a brief deliberation, the Board moved to approve PZB 06-06. The motion carried. Therefore, the Planning and Zoning Board approves of PZB 06-06. Upon roll call the vote was: Yes: 6: Baba, Keller, LaReese, Kaiser, Cole and Ipsen. No: 0.

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Trustee Turner moved, seconded by Trustee Porch to accept and approve the re-subdivision and direct the Mayor and Clerk to sign the re-subdivision. Upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Planning & Zoning Board recommendation of May 11, 2006; PZB 06-04; Amendment to the GLP Phase 2 PUD (Ordinance #05-11-23) and amendment to the related final plat of subdivision, as it relates to the internal boundary between outlots 4 and 5 – Robert Silhan, Director of Planning, Zoning & Building, reviewed the following Planning and Zoning Board's letter of recommendation dated May 12, 2006:

The Combined Planning Commission and Zoning Board conducted a public hearing on Thursday, May 11, 2006, following publication as required by law.

The proposals involve repositioning the internal lot line between Outlots 4 and 5 by approximately sixteen feet to the west to accommodate the proposed users. This change will not increase the aggregate area of the two outlots, nor will it change the overall size of the shopping center.

Therefore, following our deliberation, the P&Z Board by majority vote, (as noted below), recommends approval of the proposed PUD amendment as presented. Following that vote, the P&Z Board by majority vote, (also noted below), voted in favor of the final plat amendment. Upon roll call the vote was: Yes: 6: Baba, Keller, LaReese, Kaiser, Cole and Ipsen. No: 0 for both motions.

Trustee Turner moved, seconded by Trustee McCarty, to approve the positive recommendation from the Planning & Zoning Board for PZB 06-04; Amendment to the GLP Phase 2 PUD Ordinance. Upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Trustee Turner moved, seconded by Trustee McCarty to approve the positive recommendation from the Planning & Zoning Board for the amendment to the related final plat of subdivision, as it relates to the internal boundary between outlots 4 and 5 GLP Phase 2. Upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Trustee Turner moved, seconded by Trustee Porch to have the attorney draft the appropriate ordinance approving the final plat. Upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Planning & Zoning Board recommendation of May 11, 2006; PZB 06-05; Proposed amendment to Section 10-6A-1 of the Zoning Ordinance concerning tattoo studios and related performance standards - Robert Silhan, Director of Planning, Zoning & Building, reviewed the following Planning and Zoning Board's letter of recommendation dated May 12, 2006:

The Combined Planning Commission and Zoning Board conducted a public hearing on Thursday, May 11, 2006, following publication as required by law.

The P&Z Board reviewed the memorandum and proposal dated April 13, 2006 and follow-up memo dated May 8, 2006 both prepared by Bob Silhan, Director of Planning, Zoning & Building.

Mr. Silhan presented the proposal. He indicated that tattoo and ear-piercing studios are a type of personal service, which are indicated in the existing B-1 permitted use list. The purpose for this proposal is to clarify that such uses are permitted by right, and to establish certain performance standards for those uses.

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Following audience input and the Board's deliberation, the P&Z Board by majority vote, (as noted below), recommends approval of the proposal as presented. Upon roll call the vote was: Yes: 6: Baba, Keller, LaReese, Kaiser, Cole and Ipsen. No: 0. The motion carried.

Trustee Turner moved, seconded by Trustee McCarty to accept the positive recommendation from the Planning & Zoning Board, May 11, 2006; PZB 06-05; Proposed amendment to Section 10-6A-1 of the Zoning Ordinance concerning tattoo studios and related performance standards.

Mayor Larson asked if the citizens wishing to address the board would like to add anything at this time. The two citizens stated that they were able to answer any questions the board may have at this time. The board had no questions.

Roll Call Vote – There being no further discussion, upon roll call the vote was:
YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.
NO: 0.
ABSENT: 1: Pierce.
THE MOTION CARRIED.

Trustee Turner moved, seconded by Trustee McCarty to direct the attorney to draft the appropriate ordinance to amend section 10-6A-1 of the Zoning ordinance concerning tattoo studios and related performance standards. Upon roll call the vote was:
YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.
NO: 0.
ABSENT: 1: Pierce.
THE MOTION CARRIED.

ENGINEERING, PUBLIC WORKS AND UTILITIES

No report.

FINANCE, ECONOMIC, REDEVELOPMENT AND BUSINESS DISTRICT FUND

Invoices over \$10,000 – Trustee Porch reviewed the informational report dated May 15, 2006 prepared by village staff showing invoices over \$10,000 and totaling \$586,436.87. Invoices listed were: Applied Technologies in the amount of \$79,200.00; ComEd in the amount of \$11,378.39 and \$13,342.23; JP Morgan Trust Wire Transfers in the amount of \$136,556.25 for bond revenues; Lake County MEG in the amount of \$15,000.00; National Waterworks, Inc. in the amount of \$11,960.00; Neumann Homes, Inc. in the amount of \$306,770.00 and Northeastern IL Crime Lab in the amount of \$12,230.00.

Summary of Escrow Report – Trustee Porch reviewed the informational report dated May 15, 2006 prepared by village staff showing escrow payments in the amount of \$9,238.05.

Accounts Payable – Trustee Porch moved, seconded by Trustee Turner to approve as presented the accounts payable report dated May 15, 2006 in the amount of \$732,835.59 as prepared by village staff. Upon roll call, the vote was:
YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.
NO: 0.
ABSENT: 1: Pierce.
THE MOTION CARRIED.

SSA Accounts Payable – Trustee Porch moved, seconded by Trustee Turner to approve as presented the SSA accounts payable report dated May 15, 2006 in the amount of \$2,500.00 as prepared by village staff. Upon roll call, the vote was:
YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.
NO: 0.
ABSENT: 1: Pierce.
THE MOTION CARRIED.

Approve Manual Checks Written to Date – Trustee Porch moved, seconded by Trustee Turner to approve as presented the manual checks written to date in the amount of \$270.00. Upon roll call, the vote was:
YES: 5: Hanson, McCarty, Caulfield, Porch and Turner.
NO: 0.
ABSENT: 1: Pierce.
THE MOTION CARRIED.

APPROVED MINUTES

Payroll Expense Report dated May 5, 2006 – Trustee Porch moved, seconded by Trustee Turner to approve the payroll expense report dated May 5, 2006 as presented in the amount of \$234,094.40 and as prepared by village staff. 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 April 30, 2006 – Trustee Porch reviewed the Financial Report as presented by the Village Treasurer showing an ending balance of \$11,318,552.89 and the Investment Report for the month ending April 30, 2006.

Letter of recommendation from the Redevelopment Commission regarding the Gelden Walkway Decking Project – Trustee Porch reviewed the following letter from the Redevelopment Commission dated May 8, 2006:

At the May 4, 2006 meeting of the Antioch Redevelopment Commission the following motion was made:

Co-Chair Pete Lezeau moved, seconded by member Scott Thompson to recommend the Village Board of Trustees approve proceeding with the cost estimate received by Smith Engineering for a "Treated Lumber Structure with Composite Deck," without exceeding the estimated cost of \$38,810.00. Upon roll call the vote was: Yes: 6: Pete Lezeau, Gregg Henning, Anita Dyer, Jackie Millard, Kent Ipsen and Scott Thompson. No: 1: Roger Sorensen. The motion carried.

Trustee Porch moved, seconded by Trustee Turner to have the Village Board move forward with the Gelden Walkway Decking Project.

Comment – Trustee Caulfield

Trustee Caulfield asked who owns the property. Trustee Porch said that the Village owns the property.

Comment – Trustee Porch

Trustee Porch explained that the walkway would be a 3 tiered deck process which gives the Village an opportunity to make a more consumer friendly area, or a walkway to the concert area. Claude LeMere, Director of Community Services, handed out the plans for the walkway to the Board.

Comment – Trustee Hanson

Trustee Hanson expressed concern regarding the surface of the walkway to make sure that it was an anti-skid surface. Mr. LeMere said that it would be a textured surface. Trustee Caulfield asked if the Village would maintain this walkway. Mr. LeMere said that the Village would be responsible for maintenance.

Mr. LeMere also discussed the possible artwork the walkway could have. He explained that the walkway would have a handicapped accessible entrance on Main Street, following the ADA Code.

Roll Call Vote – There being no further discussion and upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Letter of recommendation from the Redevelopment Commission for the final paving of Skidmore Drive – Trustee Porch moved, seconded by Trustee Turner to put Skidmore Drive out to bid for the final paving coat.

Comment – Trustee Hanson

Trustee Hanson asked if this would be done before the summer concert series. Trustee Porch was not sure of a completion date. Administrator Haley stated that it would most likely be done after the summer.

Roll Call Vote – There being no further discussion, and upon roll call the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

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Lake County Convention and Visitors Bureau Spaces – Trustee Porch distributed the map created by the Lake County Convention and Visitors Bureau to show that Antioch was represented.

PUBLIC SAFETY, PARKS AND LICENSE

Aquatic Park Name – Laurie Stahl stated that Scott Pierce came up with the idea to honor Winnie Sorensen at a previous board meeting for her years of service at the Antioch Aqua Center. Winnie worked at the pool since its opening in 1958. She still travels from Florida to teach lessons at the age of 87. Laurie stated that it would be nice to put a sign up that said “Future Home of the Winnie Sorensen Aquatic Center”. Mayor Larson said that Winnie has taught several generations of swimming lessons, and the citizens still request her as an instructor. She stated that the Village would name only the swimming portion of the recreation campus.

Trustee McCarty moved, seconded by Trustee Turner, to name the aquatic park the “Winnie Sorensen Aquatic Center” Upon roll call, the vote was:

YES: 6: Hanson, McCarty, Caulfield, Porch and Turner. Mayor Larson wanted to have an opportunity to acknowledge that she would like to vote yes on this motion.

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

July 4, 2006 Parade Resolution – Trustee McCarty read aloud the resolution for the July 4, 2006 Parade. The parade will be held on Tuesday, July 4, 2006 at 10:00 a.m. Trustee McCarty moved, seconded by Trustee Turner to approve the July 4th Parade Resolution. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Camp Crayon Graduations – Trustee McCarty announced the graduation schedule for the Village of Antioch Camp Crayon Program. Mayor Larson encouraged any Trustees that could attend to do so.

Lake County Health Department – Mayor Larson stated that the Lake County Health Department would be hosting an informational meeting regarding the Bird Flu at 10:00 a.m. May 16, 2006. The county will explain how municipalities can coordinate and help with responsibilities concerning the bird flu.

Groundbreaking – Trustee Porch announced that the groundbreaking ceremony for Menards will be held on Friday, May 19, 2006 at 10:00 a.m.

Open House – Trustee Porch announced the open house schedules for Saturday May 20, 2006 at 8:30 and 9:00 a.m. for Tomorrows Future Preschool & Childcare, Inc. and The Sequoit Creek Lodge.

DELINQUENT ESCROW ACCOUNTS

No report.

ATTORNEY

Attorney Magna reviewed the following ordinance:

An Ordinance Amending Sections 10-14-4A & B, 10-14-5C and 10-14-6B of the Antioch Municipal Code – Attorney Magna reviewed the ordinance and stated that this ordinance gives a very detailed guidance to the Planning & Zoning Board as to what standards must be applied when viewing a petition for a variation. The ordinance addresses quantity and timeliness of submittals, and empowers the staff to deal with submittals in a businesslike manner. It also notifies the public as to what is expected from them.

Trustee Turner moved, seconded by Trustee McCarty to approve and publish in pamphlet form **Ordinance No. 06-05-16**, entitled, **AN ORDINANCE AMENDING SECTIONS 10-14-4A & B, 10-14-5C AND 10-14-6B OF THE ANTIOCH MUNICIPAL CODE**. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

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An Ordinance Amending Section 1-3-1 of Chapter 3 of Title 1 of the Antioch Village Code Pertaining to the General Penalties for Ordinance Violations – Attorney DeMartini reviewed the ordinance stating that it applies to building code violations and non-traffic criminal violations in the code. He said that the current code only applied penalties for convictions. Attorney Magna stated that this ordinance does not add additional penalties or change procedures, but cleans up the wording of the current code.

Trustee Turner moved, seconded by Trustee McCarty to waive all further readings of this ordinance. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

Trustee Turner moved, seconded by Trustee McCarty to approve and publish in pamphlet form **Ordinance No. 06-05-17**, entitled, **AN ORDINANCE AMENDING SECTION 1-3-1 OF CHAPTER 3 OF TITLE 1 OF THE ANTIOCH VILLAGE CODE PERTAINING TO THE GENERAL PENALTIES FOR ORDINANCE VIOLATIONS**. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 1: Pierce.

THE MOTION CARRIED.

ADJOURNMENT

There being no further discussion, Mayor Larson entertained a motion to adjourn the regular meeting of the Board of Trustees at 8:49 p.m.

Respectfully submitted,

Lori K. Folbrick
Deputy Clerk