

**APPROVED MINUTES  
VILLAGE OF ANTIOCH  
BOARD OF TRUSTEES, REGULAR MEETING  
Municipal Building: 874 Main Street, Antioch, IL  
October 15, 2007**

**CALL TO ORDER**

Mayor Larson called the October 15, 2007 regular meeting of the Board of Trustees to order at 7:30 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, Caulfield, Crosby, and Wolczyk. Also present were Mayor Larson, Acting Administrator Keim, Attorney Simon and Clerk Rowe. Absent: Trustee Pierce.

**APPROVE BALANCE OF AGENDA FORM**

Trustee Crosby moved, seconded by Trustee Hanson to approve the balance of the meeting agenda removing the Trustee Attorney selection. Upon roll call, the vote was:

**YES: 5:** Hanson, McCarty, Caulfield, Crosby, and Wolczyk.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

**SEPTEMBER 4, 2007 REGULAR MEETING**

Trustee Hanson asked that the minutes be placed on the next agenda. This item will be placed on the next agenda for consideration.

**PETITIONS/BIDS**

Clerk Rowe into the record the following bids received for the purchase of two 1-ton dump trucks. Bids were opened on October 4, 2007 at 11:00 a.m.

<b>Name and Address</b>	<b>Amount</b>
Advantage Chevrolet 9510 West Joliet Road Hodgkins, IL 60525	\$59,144.93 / each
Northwest Ford & Sterling Truck Center 4000 N. Manheim Road Franklin Park, IL 60131	\$54,870.00 / each
Sutton Ford Inc. 21315 Central Avenue Matteson, IL 60443	\$54,900.00 / each
Lyons-Ryan Ford 104 Route 173 Antioch, IL 60002	\$52,566.00 / each
Coffman Nationalease P.O. Box 151 1149 W. Lake Street Aurora, IL 60507	\$51,748.00 / each
Raymond Chevrolet 120 Route 173 Antioch, IL 60002	\$53,132.00 / each
Pedersen GMC Truck 19588 Hwy 173 Antioch, IL 60002	\$56,747.00 / each

Trustee Crosby moved, seconded by Trustee Wolczyk to accept into the record the bids received on October 4, 2007 for the purchase of two 1-ton dump trucks. Upon roll call, the vote was:

**YES: 5:** Hanson, McCarty, Caulfield, Crosby, and Wolczyk.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

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Clerk Rowe into the record the following bids received for the purchase of three (2 unmarked) police cars. Bids were opened on October 4, 2007 at 2:00 p.m.

Name and Address	Amount
Sutton Ford Inc. 21315 Central Avenue Matteson, IL 60443	\$18,795.00 / ea (unmarked) \$22,500.00 (police pursuit)
Lyons-Ryan Ford 104 Route 173 Antioch, IL 60002	\$21,035 / ea (police pursuit)
Raymond Chevrolet 120 Route 173 Antioch, IL 60002	\$16,181.05 / ea (unmarked) \$19,710.55 (police pursuit)

Trustee Wolczyk moved, seconded by Trustee McCarty to accept into the record the bids received on October 4, 2007 for the purchase of three police cars (two unmarked). Upon roll call, the vote was:

**YES: 5:** Hanson, McCarty, Caulfield, Crosby, and Wolczyk.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

### MAYOR

**Resolution in Support of 173<sup>rd</sup> Airborne Brigade Highway in the Village of Antioch** - Mayor Larson read the Resolution in support of 173<sup>rd</sup> Airborne Brigade Highway in the Village of Antioch.

Trustee Crosby moved, seconded by Trustee Wolczyk to approve **Resolution No. 07-16**, entitled, **RESOLUTION IN SUPPORT OF 173<sup>RD</sup> AIRBORNE BRIGADE HIGHWAY IN THE VILLAGE OF ANTIOCH**. Upon roll call, the vote was:

**YES: 5:** Hanson, McCarty, Caulfield, Crosby, and Wolczyk.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

Mayor Larson presented the resolution to Bob Getz and members of the 173<sup>rd</sup> Airborne Brigade.

**Trustee Pierce arrived at 7:43 p.m.**

**Appoint Lee Shannon as NIMS Coordinator** – Lee Shannon discussed the formulation of the Department of Homeland Security and certain directives that Village's must now follow, such as National Incident Management System (NIMS) training. He said that he has been acting as the coordinator and said there needs to be a formal appointment by the Board. Trustee Hanson moved, seconded by Trustee McCarty to appoint Lee Shannon and the Village of Antioch's NIMS Coordinator. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

### CLERK

No report.

### ADMINISTRATOR

**WWTP Update** – Acting Administrator Keim gave a brief update regarding the waste water treatment plant and said that we received the letter of commitment for the low-interest loan from the IEPA. He said the IEPA committed to a loan amount of \$15,688,623 at 2.5% simple interest. He asked for a motion to authorize the Mayor the loan agreement pending the attorney review.

Trustee Wolczyk moved, seconded by Trustee McCarty to authorize Mayor Larson to sign the IEPA loan agreement, pending attorney review. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Department Projects and timetables** – Acting Administrator Keim said that each department provided a list of projects including status and time lines. Trustee Crosby said he would like to review the department project and timetable reports and he also discussed employee expense policies. These two items will be placed on a committee of the whole meeting agenda for further discussion.

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**Illinois Municipal League Risk Management Association Minimum/Maximum Contribution Agreement** - Acting Administrator Keim reviewed the agreement and said there is an ordinance authorizing the execution of the agreement listed later on the agenda. Following discussion, Acting Administrator Keim will compare the last year's costs and budgeted amounts to the proposed cost in this year's agreement. This item will be placed on the November 5<sup>th</sup> meeting agenda for further discussion and consideration.

### **COMMUNICATIONS**

No report.

### **CITIZENS WISHING TO ADDRESS THE BOARD**

**Virgil Coker, Lillian Place resident**, discussed his concerns regarding the proposed Antioch Marketplace project. Some concerns were environmental, infrastructure issues, and WDO violations concerning the Upton driveway. He also said he was disappointed that public comment was not allowed at a recent Planning and Zoning Committee meeting.

**James Cole, Chestnut Street resident**, thanked the Trustees who participated in the Homecoming Parade and said that he looks forward to seeing Mayor Larson and the Board of Trustees at the Veteran's Day ceremony on November 11, 2007 at the Antioch VFW.

**James Hironomis, Route 173 resident**, said that he is looking forward to hearing a response from the Trustees to the letter that he distributed to them. He showed photos of the Wal-Mart properties taken in 2003. He expressed concerns with the Village's enforcement of the stormwater management. He read a statement regarding silt fencing, his lawsuit against the Village. He also said that he would like to see the as-built drawings for the Wal-Mart and Menards stores. Attorney Simon said he was not copied on the letter distributed to Board members and because of the pending lawsuit, he cautioned the Trustees on their written response to Mr. Hironomis.

### **FINANCE: CHAIRMAN: CROSBY; CAULFIELD, PIERCE**

**Payment of invoices over \$10,000 Informational Report** – Finance director Joy McCarthy reviewed the informational report of payment of invoices of \$10,000 and over dated October 15, 2007 prepared by village staff. Invoices included were: Blue Cross Blue Shield in the amount of \$93,442.37 for employee health insurance; ComEd in the amount of \$15,613.05 for street lights; DK Contractor, Inc, in the amount of \$94,921.60 for Osmond Sports Park Complex; Game Time in the amount of \$25,920.03 for Trevor Creek Playground equipment; Lake County, IL CVB in the amount of \$10,000 for annual partnership; Lake County Public Works in the amount of \$33,355.14 for user fees July-September; and Stewart Spreading Inc. in the amount of \$31,525.94 for sludge transfer.

**Summary of Escrow payment report** – Finance director Joy McCarthy reviewed the informational report dated October 15, 2007 as prepared by village staff and totaling \$522.31.

**Authorize payment of SSA accounts payable** – Trustee Crosby moved, seconded by Trustee Wolczyk to authorize payment of SSA accounts payable dated October 15, 2007 as prepared by village staff and in the amount of \$5,000.00. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Accounts Payable** – Trustee Wolczyk moved, seconded by Trustee McCarty to approve the payment of accounts payable dated October 15, 2007 and in the amount of \$433,816.24. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Approve payment of manual checks written to date** - Trustee Crosby moved, seconded by Trustee Wolczyk to approve payment of manual checks written to date totaling \$5,329.01. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Payroll Expense Report dated September 21, 2007** - Trustee McCarty moved, seconded by Trustee Wolczyk to approve as presented the Payroll Expense Report dated September 21, 2007 in the amount of \$252,564.77. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

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**Financial Report for the month ending September 2007** - Finance Director McCarthy reviewed the informational financial and cash investment reports showing an ending balance of \$13,936,176.66.

**TIF Budget** - Acting Administrator Jim Keim distributed a TIF report showing an ending balance of \$179,763.50. He said the TIF is set to expire at the end of November and the Redevelopment Commission has made recommendations of eligible projects that the remaining balance could be used for. Acting Administrator Keim discussed the village hall roof repair expenditures and the funds be taken from the general fund. He said the Board may wish to consider using TIF funds that could be authorized at a future meeting. He also discussed the Lake Street project with funds coming from MFT, TIF, CDBG and the general funds. Acting Administrator Keim said the Board may wish to consider reallocating the MFT funds to pay for other street repairs. This item would be further reviewed at a committee of the whole meeting.

**Utility Tax Projections** – Acting Administrator Keim distributed a report showing utility tax estimates ranging from 1-5 percent and said that staff recommended 5% rate. There was a discussion regarding the utility tax percent from other municipalities and Antioch being one of the few municipalities who has not yet implemented a utility tax. Trustee Crosby asked for a list of municipalities who have implemented the tax and at what rate. He also discussed having a finance committee meeting in November and reviewing this information further at that meeting.

### **LEGISLATIVE AND HUMAN RESOURCES: CHAIRMAN: McCARTY; CAULFIELD, HANSON**

**Update on Administrator and Economic Development Director Search** – Acting Administrator Keim updated the Board regarding the status of the candidate search for these two positions. He said the positions have been posted on the village website and additional advertisement has been placed in appropriate publications for each position. Human Resource Director Winegarner has also been working with Northern Illinois University career services to market the administrator position toward alumni. Applications have been received and candidate screening will begin next week. Acting Administrator Keim clarified the positions are for Village Administrator and *Deputy* Economic Development Director. He said we also have posted on the village website the Special Event Supervisor position and other appropriate publications; applications have been received and candidate screening has begun.

**Authorize temporary salary increase for acting administrator; retroactive to appointment** – Trustee McCarty moved, seconded by Trustee Wolczyk to authorize a temporary salary increase for Acting Administrator position and ratifying action taken at October 1, 2007 meeting. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

Trustee Crosby suggested that a temporary salary increase policy should be created so that all positions have the same guidelines.

### **PLANNING, ZONING AND BUILDING: CHAIRMAN: WOLCZYK; CROSBY, McCARTY**

**Other Business – Annexation Agreement** – Trustee Wolczyk reported there was a Planning and Zoning Board committee meeting earlier today regarding the ratification of the remaining issues with the Antioch Marketplace annexation. He said that he believed all the issues have all been met and Antioch Marketplace will be on the next Village Board agenda.

### **ENGINEERING: CHAIRMAN: HANSON; McCARTY, WOLCZYK**

**Resolution authorizing application for Community Development Block Grant Project** - Acting Administrator Keim reviewed the resolution and said we are applying for a grant this year and identified the project to be the Lake Street lift station. He explained the grant program and said that funds have to be used in areas that qualify for the grant.

Trustee Wolczyk moved, seconded by Trustee McCarty to approve **Resolution 07-17**, entitled **A RESOLUTION AUTHORIZING APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT**. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Update on status of SMC hearing** – Acting Administrator Keim reported that SMC voted to put Antioch on probation which means they would be doing some contract plan review and site inspections on projects that the Village approves. He said that we have made a commitment to seed certain projects, such as the Tim Osmond Sports Park and the treatment plant. We had discussions to allow SMC to permit those projects to eliminate any conflict of interest, where we're not inspecting our sites. He said that we also had discussions to use Smith Engineering consultants on some of the development projects which would help in having daily presence on every site. There was a discussion regarding

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where the burden would fall if there was a failure. Attorney Simon explained that it would be determined on a case by case basis and ultimately the Village is the enforcement agent and should show that we have taken all reasonable steps to enforce the ordinance. He said if SMC finds the Village hasn't taken steps consistent with the direction from the hearing, and if there is another failure, SMC's opinion may be that the Village didn't act diligently. It would be a SMC decision as to whether they want to decertify the Village. There was also a discussion regarding the creation of a water quality review board. Acting Administrator Keim explained there are highly technical issues and we would need persons with highly technical background, such as professional engineers, on the committee. Board members discussed their concerns with having another layer of bureaucracy and that this type of enforcement not being conducive to meeting setting. There also was brief discussion regarding the enforcement being done daily and on-site, control of the inspections. Mayor Larson said that we are going to be more diligent and we have put more safeguards in place.

**Drainage Issues on Kathryn Court** - Trustee Crosby discussed the email a number of Trustees have received after the election regarding the cul-de-sac that floods because of inadequate drainage and it turns very icy during the winter. Acting Administrator Keim said that he looked at the area again today and the obvious solution would be to add another storm drain somewhere to collect water at the low point, but there is an issue on where to locate it due to the flat roads and getting the water to drain to it. He explained this would involve a little more investigation and would only be a temporary fix until a final solution is proposed. Acting Administrator Keim discussed the special instructions given to public works department during this winter season.

**Award purchase of two 1-ton dump trucks to responsible bidder** – After Acting Administrator Keim reviewed the bids received, Trustee Hanson moved, seconded by Trustee Crosby to award the bid for the purchase of two 1-ton dump trucks to Raymond Chevrolet in the amount of \$53,132.00 each. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

### **PUBLIC SAFETY AND COMMUNITY SERVICES: CHAIRMAN: CAULFIELD; McCARTY, CROSBY**

**Resolution Approving Holiday Parade at 6:30 p.m. on November 23, 2007** – Trustee Caulfield moved, seconded by Trustee Wolczyk to approve **Resolution No. 07-18**, entitled, **ANTIOCH HOLIDAY PARADE**. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Redevelopment Commission Letter of Recommendations** – Acting Administrator Keim reviewed the Redevelopment Commission letter of recommendations regarding façade applications, alarm system for William E. Brook Entertainment Center, tree trimming for Main and Lake Street, LED lights for trees on Main Street and Lake Street, painting and staining the William E. Brook Entertainment Center. Following a brief discussion, these items would be reviewed further at the October 23 committee of the whole meeting.

**NIMS Training** - Lee Shannon, NIMS Coordinator, reviewed his memo dated October 12, 2007 regarding upcoming NIMS training session requirement for the Mayor and Board of Trustees. Clerk Rowe will poll the Trustees to schedule their attendance.

**Status of downtown tree light repair/replacement** – This item will be discussed at the October 23, 2007 committee of the whole meeting.

**Award purchase of police cars to responsible bidder** - Following review of letter of recommendation dated October 11, 2007 from Cmdr James Hession, a motion was made by Trustee Caulfield, seconded by Trustee McCarty to award the bid received for the two unmarked police cars to Raymond Chevrolet in the amount of \$16,181.05 each and to Kunes Country of Antioch in the amount of \$21,035.00 for the police pursuit unit. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

### **INFORMATION TECHNOLOGY: CHAIRMAN: PIERCE; WOLCZYK, HANSON**

No report.

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### ATTORNEY

**Second reading of AN ORDINANCE ESTABLISHING REGULATIONS ON THE USE OF PHOSPHORUS-CONTAINING FERTILIZER** – Trustee Pierce moved, seconded by Trustee McCarty to approve and publish in pamphlet form **Ordinance No. 07-10-25**, entitled, **AN ORDINANCE ESTABLISHING REGULATIONS ON THE USE OF PHOSPHORUS-CONTAINING FERTILIZER**.

Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**First reading of AN ORDINANCE AUTHORIZING THE EXECUTION OF THE IMLRMA MINIMUM/MAXIMUM CONTRIBUTION AGREEMENT** – Attorney Simon reviewed the ordinance which would be placed on the next regular meeting agenda for second reading and approval.

**First reading of AN ORDINANCE AMENDING SECTION 9-1-8 OF CHAPTER 1 OF TITLE 9 OF THE ANTIOCH VILLAGE CODE PERTAINING TO MASONRY CONTRUCTION WITHIN CERTAIN DISTRICTS** – Attorney Simon reviewed the ordinance which would be placed on the next regular meeting agenda for second reading and approval.

**First reading of AN ORDINANCE AMENDING SECTION 9-1-2- (B) (24) OF CHAPTER 1 OF TITLE 9 OF THE ANTIOCH VILLAGE CODE PERTAINING TO AMENDMENTS OF ADOPTED CODES** – Attorney Simon reviewed the ordinance which would be placed on the next regular meeting agenda for second reading and approval.

**First reading of AN ORDINANCE AMDNEDING SECTION 9-1-3 (C) OF CHAPTER 1 OF TITLE 9 OF THE ANTIOCH VILLAGE CODE PERTAINING TO ADDITIONAL REGULATIONS OF ADOPTED CODES** - Attorney Simon reviewed the ordinance which would be placed on the next regular meeting agenda for second reading and approval.

**Executive Session – Personnel and Pending Litigation** – Trustee Pierce moved, seconded by Trustee Wolczyk for the Mayor and Board of Trustees to go into executive session at 9:50 p.m. to discuss personnel and pending litigation. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Return from Executive Session** – Trustee Pierce moved, seconded by Trustee McCarty for the Mayor and Board of Trustees return from executive session to the open meeting at 10:25 p.m. **with no action taken**. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

### ADJOURNMENT

There being no further discussion, Trustee Pierce moved seconded by Trustee McCarty to adjourn the regular meeting of the Board of Trustees at 10:26 p.m.

Respectfully submitted,

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Candi L. Rowe, RMC/CMC  
Village Clerk