

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES, ANNEXATION HEARING
Municipal Building: 874 Main Street, Antioch, IL
January 22, 2008

CALL TO ORDER

Clerk Rowe called the January 22, 2008 Annexation Hearing before the Board of Trustees to order at 7:00 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, Caulfield, Crosby, Wolczyk and Pierce. Also present were Acting Administrator Keim, Attorney Simon and Clerk Rowe. Absent: Mayor Larson and Trustee McCarty.

APPOINT TEMPORARY CHAIR

Trustee Crosby moved, seconded by Trustee Wolczyk to appoint Trustee Hanson as temporary chair for the annexation public hearing. Upon roll call, the vote was:

YES: 5: Hanson, Caulfield, Crosby, Wolczyk and Pierce.

NO: 0.

ABSENT: 1: McCarty.

THE MOTION CARRIED.

Annexation Hearing: PZB 08-01; Northbridge Church, Inc., 229 Depot Street, Antioch, IL – Mike Gantar, Attorney for the petitioner submitted into the record the affidavit of notice to officials and certified mail receipts. The property is currently zoning AG and the petitioner is requesting annexing the property under the RE-1 rural estate residential zoning classification.

Gerald Nelson, Newport Fire District, testified that the District does not oppose the annexation, but they would like to work with the village to formulate an agreement leaving properties in the Newport Fire District since their only source of income is through property tax. There was a brief discussion regarding conversations with IDI concerning turn lanes, connection through the church property and road work. Attorney Simon discussed that village water and sewer is not available at this time; Attorney Gantar responded that the petitioner is aware and that no promises have been made.

Trustee McCarty arrived at 7:25 p.m.

ADJOURNMENT

There being no further discussion, Trustee Pierce moved, seconded by Trustee Crosby to adjourn the annexation hearing regarding PZB 08-01; Northbridge Church, Inc., at 7:25 p.m. Upon roll call, the vote was:

YES: 5: Hanson, Caulfield, Crosby, Wolczyk and Pierce.

NO: 0.

ABSTAIN: 1: McCarty.

THE MOTION CARRIED.

Respectfully submitted,

Candi L. Rowe, RMC/CMC
Village Clerk

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES, REGULAR MEETING Municipal Building: 874 Main Street, Antioch, IL January 22, 2008

CALL TO ORDER

Clerk Rowe called the January 22, 2008 regular meeting of the Board of Trustees to order at 7:35 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, Wolczyk and Pierce. Also present were Acting Administrator Keim, Attorney Simon and Clerk Rowe. Absent: Mayor Larson.

APPOINT TEMPORARY CHAIR

Trustee Crosby moved, seconded by Trustee Pierce to appoint Trustee Hanson as temporary chair for the regular meeting. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

APPROVE BALANCE OF AGENDA FORM

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

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

NO: 0.

THE MOTION CARRIED.

NOVEMBER 5, 2007 SPECIAL AND REGULAR MEETING MINUTES

Trustee Crosby moved, seconded by Trustee Wolczyk to approve the November 5, 2007 special and regular meeting minutes as presented. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

PETITIONS/BIDS

No report.

MAYOR

Letter from Mayor Larson appointing Jill Velan as Village Administrator, pending Board approval and final contract agreements – Trustee Hanson read into the record Mayor Larson's letter appointing Jill Velan as Village Administrator.

Trustee McCarty moved, seconded by Trustee Caulfield to approve the Mayor's appointment of Jill Velan as Village Administrator pending final contract agreements. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

Trustee Crosby said that Jim Keim has done a great job as Acting Administrator and he thanked Jim for his efforts and that he looked forward to working with him in his role as Director of Physical Services. Trustee McCarty also thanked Jim Keim and his family during Administrator search process.

CLERK

No report.

ADMINISTRATOR

Neumann Homes Development update – Acting Administrator Keim reported that CTY was used to contact NeuHaven and Clublands residents advising them of the informational meeting being held at the Antioch High School at 7:00 p.m. on January 23, 2008. He said there were 400 successful telephone calls made and signs are also located at the subdivision entrances. Acting Administrator Keim said that he has met with the surety companies and detailed punch lists have been provided to them for their review. He said that we are now in the process in negotiating those items on the list. Acting Administrator Keim said that we would continue to snowplow the subdivisions and we are getting reimbursed for the snowplowing.

Police Negotiations status report – Acting Administrator Keim reviewed the letter from Don Anderson of Ancel, Glink regarding the FOP negotiation team. Following discussion, board consensus showed that Police Chief Foerster, Acting Administrator Keim, Human Resource Director Winegarner,

APPROVED MINUTES

Finance Director McCarthy, Administrator Velan and Trustee Caulfield will be on the village's negotiating team.

Report regarding WWTP and DRAFT Rate Ordinance – Acting Administrator Keim reviewed the draft ordinance and the proposed sewer and water rates through 2011. Following discussion, water and sewer rates will be placed on a special finance committee agenda scheduled through Finance Director McCarthy.

COMMUNICATIONS

Letters from Karl Kurth and James Freedman, Netherland Drive residents – Clerk Rowe read into the record the letters written to Mayor Larson and the Board of Trustees regarding the Double Eagle liquor license.

CITIZENS WISHING TO ADDRESS THE BOARD

Scott Frillman, Meridian Way resident, discussed encouraging water conservation and referred to a study prepared for the Waukesha Water Utility.

Gina Annunzio, Piccadilly Lane resident, discussed the Antioch Swim Team and the need to have facilities in Antioch. She expressed her concerns with partnering with Lindenhurst Park District for an aquatic facility.

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 January 18, 2008 prepared by village staff in the amount of \$178,155.61. Invoices included CITGO Petroleum Corp in the amount of \$13,268.83 for gasoline; ComEd in the amount of \$15,428.91 for street lights; Integrays Energy Services, Inc., in the amount of \$14,590.08 for pumping and Menard's in the amount of \$134,867.79 for project completion.

Summary of Escrow payment Informational Report – Finance Director Joy McCarthy reviewed the informational summary of escrow report dated January 22, 2008. This report will be presented to the Board on a quarterly basis.

Authorize payment of manual checks written to date – Finance Director Joy McCarthy reviewed the report. Trustee McCarty moved, seconded by Trustee Pierce to approve payment of manual checks written to date in the amount of \$179,976.00. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

Accounts Payable – Finance Director McCarthy reviewed the accounts payable report. Trustee Crosby moved, seconded by Trustee Wolczyk to approve as presented the payment of accounts payable dated January 18, 2008 and in the amount of \$248,687.57. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

Payroll Expense Report dated December 28, 2007 – Finance Director McCarthy reviewed the payroll report. Trustee McCarty moved, seconded by Trustee Crosby to approve as presented the payroll report dated December 28, 2007 as prepared by village staff and in the amount of \$277,086.06. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

Financial Report for the months ending November and December 2007 – Finance Director Joy McCarthy reviewed the financial reports including the cash and investment report for November and December.

Other Business; Data Technologies – Trustee Crosby asked Finance Director McCarthy about the new financial software from Data Technologies. Finance Director McCarthy discussed the installation of the project accounting, purchase order and bank reconciliation modules scheduled next month. Trustee Crosby asked to see charts included in the report in the next agenda packet.

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

Revision of Village Vehicle Usage Policy – Human Resource Director Jennifer Winegarner reviewed Village Policy 5.5 regarding village vehicle usage. This item will be placed on the February 4, 2008 Regular Board meeting agenda for consideration and approval.

APPROVED MINUTES

Revision to Village Property Policy – Human Resource Director Jennifer Winegarner reviewed Village Policy 5.1 regarding village property policy. Following a brief discussion, this item will be placed on a future Committee of the Whole meeting agenda and get input from new Village Administrator Jill Velan once her employment begins.

PLANNING, ZONING AND BUILDING: CHAIRMAN: WOLCZYZ; CROSBY, McCARTY

PZB 08-01; Northbridge Church Annexation proposal – Trustee Wolczyk said there was a public hearing held at 7:00 p.m. and no action is required at this time. Attorney Simon will report on the process to leave property in another fire district. Trustee Pierce said the Antioch Fire Department should be included in the review and he asked for their input. Details regarding the annexation agreement would be handled by staff prior to being placed on a future agenda.

ENGINEERING: CHAIRMAN: HANSON; McCARTY, WOLCZYZ

Award WWTP Improvement Project in the amount of \$13,700,000 to responsible bidder. Bids were opened on September 6, 2007 at 3:00 p.m.; Notice of Intent to Award signed September 17, 2007 – Following discussion, Trustee McCarty moved, seconded by Trustee Wolczyk to award the bid for the WWTP Improvement Project to J. J. Henderson in the amount of \$13,700,000. 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

Authorization to hire two police officers – Trustee Caulfield said this was previously discussed at the public safety committee meeting. Trustee Caulfield moved, seconded by Trustee Wolczyk to authorize hiring two police officers as discussed. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

911 Center upgrade funding – Police Chief Foerster discussed the 911 Center upgrade and the current vendor used for the center as previously discussed at the public safety committee meeting. Attorney Simon discussed the grant that is available for 911 Centers and explained the Board can waive the bidding process. There was a discussion regarding the vendor being the general contractor for this project.

Trustee Caulfield moved, seconded by Trustee McCarty to waive the bid process for the 911 Center upgrade. Upon roll call, the vote was:

YES: 3: McCarty, Wolczyk and Pierce.

NO: 3: Hanson, Caulfield and Crosby.

THE MOTION FAILED.

Police Chief Foerster discussed the grant process and will send a letter requesting an extension in order to have time to bid the project.

Letter dated January 17, 2008 from Antioch Park Commission regarding Lindenhurst Aquatic Facility – Clerk Rowe read the letter from the Antioch Park Commission requesting permission to invite representatives from the Lindenhurst Park Board to attend the February 20, 2008 Park Commission meeting. Following discussion, staff will send the letter inviting a representative to attend the February 20, 2008 meeting.

Approve Easter Parade Resolution – Trustee Crosby moved, seconded by Trustee McCarty to approve as presented **Resolution 08-1**, entitled, **Annual Antioch Easter Parade Resolution**. The parade will be held at 10:30 a.m. on March 15, 2008. Upon roll call, the vote was:

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

NO: 0.

THE MOTION CARRIED.

Other Business; Public Safety Committee meeting – Trustee Caulfield discussed the public safety committee meeting scheduled for 3:00 p.m. on January 23, 2008 with the First Fire Protection District Board members. He also discussed that Station 2 is now staffed until 6:00 p.m. Monday through Friday.

INFORMATION TECHNOLOGY: CHAIRMAN: PIERCE; WOLCZYZ, HANSON

No report.

ATTORNEY

First reading of AN ORDINANCE AMENDING THE VILLAGE LIQUOR CODE TO CONFORM TO STATE LAW ON THE ELIGIBILITY OF ELECTED OFFICERS TO HOLD LIQUOR LICENSES – Attorney Simon reviewed the ordinance.

APPROVED MINUTES

Trustee Pierce moved, seconded by Trustee Caulfield to waive the second reading of the ordinance. Upon roll call, the vote was:

YES: 1: Pierce.

NO: 4: Hanson, Caulfield, Crosby and Wolczyk.

ABSTAIN: 1: McCarty.

THE MOTION FAILED.

The ordinance will be placed on the February 4, 2008 Regular meeting agenda for second reading.

Trustee Pierce moved, seconded by Trustee Wolczyk to authorize the Village Attorney to review all of the Antioch liquor code and report outstanding issues at the February 19, 2008 Regular Board meeting. Upon roll call, the vote was:

YES: 5: Hanson, Caulfield, Crosby, Wolczyk and Pierce.

NO: 0.

ABSTAIN: 1: McCarty.

THE MOTION CARRIED.

First reading of AN ORDINANCE AMENDING THE VILLAGE CODE, SECTION 7-1-2, CONCERNING THE VEHICLE TAX – Attorney Simon reviewed the ordinance. There was a discussion regarding the penalty clause and control over the number of cars per household. Trustee Pierce suggested increasing the fine for not purchasing a current vehicle sticker. Trustee McCarty said the proposed ordinance would implement a system that is manageable. Trustee Caulfield discussed making the enforcement fair and improve the administration of the vehicle sticker program. Following further discussion, Board Members will submit their questions and suggestions to Acting Administrator Keim who would forward them to Attorney Simon.

First reading of AN ORDINANCE AMENDING SECTION 9-1-3 (F) OF CHAPTER 1 OF TITLE 9 OF THE ANTIOCH VILLAGE CODE PERTAINING TO THE ISSUANCE OF BUILDING PERMITS FOR PROPERTIES WITH PRIVATE COVENANTS AND RESTRICTIONS - Attorney Simon reviewed the ordinance that will be placed on the February 4, 2008 Regular Board meeting agenda for second reading.

Executive Session – Personnel – Trustee Caulfield moved, seconded by Trustee Wolczyk for the Board of Trustees to go into executive session at 10:29 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 Wolczyk for the Board of Trustees return from executive session to the open meeting at 11:21 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 Wolczyk moved seconded by Trustee McCarty to adjourn the regular meeting of the Board of Trustees at 11:23 p.m.

Respectfully submitted,

Candi L. Rowe, RMC/CMC
Village Clerk