

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES, REGULAR MEETING
Municipal Building: 874 Main Street, Antioch, IL
March 17, 2008

CALL TO ORDER

Mayor Larson called the March 17, 2008 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, Caulfield, and Pierce. Also present were Mayor Larson, Administrator Velan and Clerk Rowe. Absent: Trustees McCarty, Crosby and Wolczyk and Attorney Simon.

APPROVE BALANCE OF AGENDA FORM

Trustee Hanson moved, seconded by Trustee Pierce to approve the balance of the meeting agenda with the following changes: Remove item #8 regarding the Purchase Order Policy and add Executive Session to discuss personnel. Upon roll call, the vote was:

YES: 4: Hanson, Caulfield, Pierce and Mayor Larson.

NO: 0.

ABSENT: 3: McCarty, Crosby and Wolczyk.

THE MOTION CARRIED.

FEBRUARY 19, 2008 REGULAR MEETING MINUTES

Trustee Caulfield moved, seconded by Trustee Caulfield to approve the February 19, 2008 regular meeting minutes as presented. Upon roll call, the vote was:

YES: 4: Hanson, Caulfield, and Mayor Larson.

NO: 0.

ABSTAIN: 1: Pierce.

ABSENT: 3: McCarty, Crosby and Wolczyk.

THE MOTION CARRIED.

PETITIONS/BIDS

No report.

MAYOR

Mayoral Proclamation – National Women’s History Month – Mayor Larson read the proclamation observing March 2008 as Women’s History Month and presented it to Mabel Lou Weber, Antioch Women’s Club past-president.

Mayoral Proclamation – Arbor Day – Mayor Larson read the proclamation designating April 26, 2008 as Arbor Day in the Village of Antioch. The Arbor Day event will be held on April 26, 2008 at the Trevor Creek Park.

Trustee McCarty arrived at 7:43 p.m.

CLERK

SWALCO Household Chemical Waste Collection; Antioch Public Works – April 19, 2008 – Clerk Rowe reviewed the notice that is also posted on the village website and will be published in the April newsletter.

Other Business; April Committee of the Whole meeting dates – Clerk Rowe discussed the April Committee of the Whole meeting dates that immediately following the regular Board meetings. Following discussion, it was the consensus of the Board to reschedule the April Committee of the Whole meetings on April 15 and April 29.

ADMINISTRATOR

Hastings Air-Control Invoice – Administrator Velan discussed Hasting Air-Control invoice which was previously discussed at the March 11, 2008 Committee of the Whole meeting. She discussed the grant the Village received to purchase vehicle exhaust removal system for three Fire Stations. She explained the Fire Department followed all the regulations for the federal grant process and said there was a misinterpretation of the Village policies, because the Village amount is only \$4,408.00, and so it did not go through the formal bid process. Administrator Velan further explained that going forward, that anything over \$10,000 would be done through the formal bid process according to the Village policy.

APPROVED MINUTES

Trustee McCarty moved, seconded by Trustee Caulfield to waive Section 1-7-1 of the Village Code and authorize the purchase of the Diesel Exhaust System from Hastings Air-Energy Control in the amount of \$176,328.00. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Moratorium on LED signs, referred to Planning and Zoning Commission - Administrator Velan discussed the staff recommendation to impose a moratorium on LED and electronic reader signs as discussed at the March 11, 2008 Committee of the Whole meeting.

Trustee McCarty moved, seconded by Trustee Caulfield to authorize staff to petition for and conduct a Public Hearing before the Combined Planning and Zoning Board during its April 10, 2008 regularly scheduled meeting in consideration of the LED and Electronic Reader Board moratorium. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

COMMUNICATIONS

No report.

CITIZENS WISHING TO ADDRESS THE BOARD

Jack Schumann, president of AARP Chapter 387, asked the Board to consider forming a transportation authority and to begin with one bus and one driver. There was a discussion regarding funding with the consensus of the Board being in favor of the idea once a funding source was identified.

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 March 17, 2008 prepared by village staff in the amount of \$210,003.94. Invoices included Citgo Petroleum Corp in the amount of \$14,529.19 for gasoline; Hastings Air-Energy Control, Inc. in the amount of \$176,345.00 and Wayne's Service Inc. in the amount of \$19,129.75.

Authorize payment of manual checks written to date – Finance Director Joy McCarthy reviewed the manual checks written to date. Trustee Caulfield moved, seconded by Trustee Hanson to approve the manual checks written to date as presented and in the amount of \$56,429.11. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Accounts Payable – Finance Director McCarthy reviewed the accounts payable report. Trustee Caulfield moved, seconded by Trustee Hanson to approve as presented payment of accounts payable report dated March 17, 2008. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Payroll Expense Report dated February 22, 2008 – Finance Director McCarthy reviewed the payroll report. Trustee Caulfield moved, seconded by Trustee Hanson to approve as presented the payroll report dated February 8, 2008 as prepared by village staff and in the amount of \$268,216.97. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Bank Resolutions adding Administrator Velan as authorized signer – Trustee Caulfield moved, seconded by Trustee Hanson to approve bank resolutions adding Administrator as an authorized signer on village bank accounts. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

APPROVED MINUTES

Treasurer's Report – Informational Report – Finance Director Joy McCarthy reviewed the Treasurer's Report for the month ending February 2008 showing an ending balance of \$10,033,628.40.

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

No report.

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

Annual Zoning Map Update – Planning and Zoning Director Nilsen discussed the annual adoption of the zoning map. Following discussion, Trustee Pierce moved, seconded by Trustee McCarty to approve the Official Antioch Zoning Map of 2008 and authorize staff to draft the necessary ordinance. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

ENGINEERING: CHAIRMAN: HANSON; McCARTY, WOLCZYK

No report.

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

Tag Day Requests: Family Outreach Program; March 21 & 22, 2008 and YMCA Camp Duncan; May 31 and June 7, 2008 – Trustee Caulfield moved, seconded by Trustee Hanson to approve as presented the tag day requests for Family Outreach Program, tag days being held March 21 & 22, 2008 and YMCA Camp Duncan with tag days May 31, 2008 and June 7, 2008. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Road Conditions and IDOT letter – Administrator Velan gave an update regarding the letter the Village received from IDOT in response to the letter sent regarding the roads. She reported that staff is currently formulating a response and will distribute a copy to the Board. Administrator Velan also reported that potholes are currently being filled and she asked residents to call the public works department to report potholes. If potholes are located within the County or State jurisdiction, the information will be forwarded to the proper agency.

Other Business; Speed limit on Route 59 - There was a brief discussion regarding the speed limit on Route 59. Administrator Velan is researching traffic study costs.

Other Business; Traffic Control in Village – Trustee Caulfield discussed an upcoming public safety committee meeting and would like traffic control in the village listed as an agenda item.

INFORMATION TECHNOLOGY: CHAIRMAN: PIERCE; WOLCZYK, HANSON

Other Business; Village Network and Computer Systems – Trustee Pierce said that he would be scheduling a meeting in April with the village computer maintenance consultants to discuss the village network and computer system.

ATTORNEY

First reading of AN ORDINANCE ESTABLISHING THE LICENSING OF ORGANIZATIONS TO OPERATE RAFFLES – Administrator Velan reviewed the ordinance. Trustee McCarty moved, seconded by Trustee Pierce to waive the second reading of the ordinance. Following discussion the motion and second were withdrawn. Trustee Caulfield will forward his questions to Administrator Velan and this item will be placed on the next regular meeting agenda for second reading and approval.

Second reading and approval of AN ORDINANCE AMENDING THE VILLAGE CODE, SECTION 7-1-2 CONCERNING THE VEHICLE TAX - Trustee McCarty moved, seconded by Trustee Caulfield approve and publish in pamphlet form **Ordinance No. 08-03-06**, entitled, **AN ORDINANCE AMENDING THE VILLAGE CODE, SECTION 7-1-2 CONCERNING THE VEHICLE TAX**. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

APPROVED MINUTES

Executive Session – Personnel – Trustee Caulfield moved, seconded by Trustee Hanson for the Mayor and Board of Trustees to go into executive session at 8:20 p.m. to discuss personnel. Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

Return from Executive Session – Trustee McCarty moved, seconded by Trustee Caulfield for the Mayor and Board of Trustees return from executive session to the open meeting at 8:29 p.m. **with no action taken.** Upon roll call, the vote was:

YES: 4: Hanson, McCarty, Caulfield, and Pierce.

NO: 0.

ABSENT: 2: Crosby and Wolczyk.

THE MOTION CARRIED.

ADJOURNMENT

There being no further discussion, Trustee Caulfield moved seconded by Trustee McCarty to adjourn the regular meeting of the Board of Trustees at 8:30 p.m.

Respectfully submitted,

Candi L. Rowe, RMC/CMC
Village Clerk