

# APPROVED MINUTES

**VILLAGE OF ANTIOCH  
BOARD OF TRUSTEES, REGULAR MEETING  
Municipal Building: 874 Main Street, Antioch, IL  
March 21, 2016**

## **I. CALL TO ORDER**

Mayor Hanson called the March 21, 2016 regular meeting of the Board of Trustees to order at 7:30 PM in the Municipal Building: 874 Main Street, Antioch, IL.

## **II. PLEDGE OF ALLEGIANCE**

The Mayor and Board of Trustees led the Pledge of Allegiance.

## **III. ROLL CALL**

Roll call indicated the following Trustees were present: Macek, Poulos, Jozwiak, Dominiak and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Folbrick. Absent: Trustee Pierce.

## **IV. Absent Trustees Wishing to Attend Remotely**

There were no absent trustees wishing to attend remotely.

## **V. MAYORAL REPORT**

**1. State Senator Melinda Bush** – Senator Bush thanked Mayor Hanson for the opportunity to address the board this evening. She discussed the budget impasse, and the need for meetings among the leadership. She spoke of the effects of the current budget issues, and the people that are feeling the pain as a result. Senator Bush assured those present that she will continue to work towards a budget solution. She discussed proposals at the state level, and expressed concern that they are no closer to a budget resolution at this time.

Trustees discussed topics with Senator Bush such as electronics recycling, local meetings with Lake County representatives, frustration with the situation at the state level, budget approval process, and actions that can be taken by elected officials and residents. Senator Bush added that positive things are happening regarding the government work group and consolidation, and there are other bills she is proposing.

Mayor Hanson discussed bordering states and asked if there was anything to help solve the problem of jobs and businesses across the state line. Senator Bush discussed the Illinois Business Development Council which has not met yet, but thinks there are good things happening with the Department of Commerce and Economic Opportunity. She discussed programs available and said more work needs to be done on the border areas. She indicated that the Governor is very interested in economic development.

## **Citizens Wishing to Address the Board**

There were no citizens wishing to address the board.

## **VI. CONSENT AGENDA**

Trustee Jozwiak moved, seconded by Trustee Johnson to approve the following consent agenda items as presented.

1. Approval of the March 7, 2016 regular meeting minutes and March 21, 2016 special meeting minutes as presented.
2. Approval of a Resolution Authorizing a Special Event Liquor License for Antioch Lions Club 4<sup>th</sup> of July Celebration – *Resolution No. 16-16*
3. Approval of a Resolution Authorizing a Special Event Liquor License for Antioch Lions Club Chicken BBQ - *Resolution No. 16-17*

Upon roll call, the vote was:

**YES: 5:** Macek, Poulos, Jozwiak, Dominiak\*, and Johnson.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

*\*Trustee Dominiak abstained from item #1, approval of the March 7, 2016 regular meeting minutes and March 21, 2016 special meeting minutes as presented.*

## **REGULAR BUSINESS**

**4. Approval of a Resolution Approving the Annual 2016 Tag Day Schedule** – Trustee Jozwiak moved, seconded by Trustee Macek, to approve Resolution No. 16-15 Approving the Annual 2016 Tag Day Schedule. Trustee Macek asked for clarification on age restrictions.

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Clerk Folbrick noted that the hold harmless agreement requires all solicitations on Route 173 be done by persons over 21 years old. Upon roll call, the vote was:

**YES: 5:** Macek, Poulos, Jozwiak, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

**5. Consideration of payment of accounts payable as prepared by staff -** Trustee Poulos moved, seconded by Trustee Dominiak, to approve payment of accounts payable as prepared by staff in the amount of \$142,061.69. Upon roll call, the vote was:

**YES: 5:** Macek, Poulos, Jozwiak, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

**6. Consideration of a Resolution Urging Illinois State Leaders to Pass a Final Budget** – Trustee Jozwiak moved, seconded by Trustee Johnson, to approve **Resolution No. 16-18**

Urging State Leaders to Pass a Final Budget. Upon roll call, the vote was:

**YES: 5:** Macek, Poulos, Jozwiak, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

**7. Consideration of a Resolution Authorizing the Village Administrator to execute a contract with Retail Strategies** – Trustee Dominiak moved, seconded by Trustee Jozwiak, to approve **Resolution No. 16-19** authorizing the Village Administrator to execute a contract with Retail Strategies. Upon roll call, the vote was:

**YES: 5:** Macek, Poulos, Jozwiak, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Pierce.

**THE MOTION CARRIED.**

**8. Budget Presentation** – Administrator Keim introduced the item, stating that the presentation is not focused on numbers, but staff has prepared a numbers packet for the board to take home and review.

Finance Director McCarthy reviewed the proposed operating budget for FY16-17 and discussed an increase in general operating revenues, including EMS fees, sales taxes, income taxes, and parks and community development revenues. She discussed a decrease in expenditures, and expanded on certain expenses such as reserves, staffing increases in the Police Department and Human Resources, and 50% of senior center expenses moved from the Dolly Speiring fund. Those present discussed the proposed merit increases and the evaluation process used for assessment. A majority of those present agreed to have staff research the idea and come back with a recommendation. Director McCarthy reviewed the utility tax revenues and their uses.

Public Works Director Dennis Heimbrodt reviewed his operating budget, staffing levels, and operations with other departments. Those present discussed building and vehicle maintenance and time and money spent on other departments. Director Heimbrodt discussed a number of operations and goals for the department. He went into detail with a tree replacement program, the effect of the Emerald Ash Borer on approximately 1,100 trees, and the financial impact of a tree replacement program. The proposed plan is a 50/50 program paid for by village and residents, and includes a contractor to plant and maintain the trees. Administrator Keim suggested a 50/50 program with a maximum allowable amount. Director Heimbrodt talked about the importance of diversity of species in order to avoid a similar issue in the future. He further discussed different 50/50 programs that may be available, including purchasing the trees and sharing the cost, or reimbursing homeowners up to a certain amount for the trees they have purchased. Those present agreed that education needs to be given to residents regarding the planting of trees.

Parks Program Supervisor Mary Quilty presented the operating budget for the Parks Department, including increased expenditures for repairs and upgrades, and an increase in revenue. Larger expenses include Senior Center cost sharing, park maintenance, new software, contractual services for programs that are directly correlated with revenue and pool expenditures. Growing revenues are attributed to an increase in Summer Day Camp enrollment, pool and special events.

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Community Development Director Garrigan discussed planning goals he has identified for 2017 including a new sign ordinance, design standards, plan and ordinance updates, and a review of fees. He discussed the potential need for a rental ordinance to incorporate performance based standards to focus on multi-family developments in need of maintenance and higher standards. Those present expressed interest in a program designating standards for rental properties. He discussed economic development initiatives included in the proposed budget, and identified current partners with the Village. He further discussed goals in terms of economic development. Director Garrigan ended his budget presentation to incorporate goals for building code enforcement, including the adoption of updated codes, collaboration for property maintenance, permit fees, and enforcement. Mayor Hanson and Trustee Dominiak discussed the meeting scheduled for next week to determine the direction for downtown and will report back to the board on the outcome of the meeting.

Emergency Management Director Lee Shannon presented his general budget for 2016-2017, mainly equipping a donated trailer for emergencies, damage assessment and mass care & sheltering.

Police Chief Huffman discussed his staffing requests for the 2016-2017 budget to include a full time administrative assistant/record supervisor and a full time records clerk. He also stated the need for tasers in the department and evidence storage.

Fire Chief Nixon discussed his fire and EMS budgets for the next fiscal year. The largest expenditure in fire is the personnel costs for duty crew staffing and associated costs to include training, special duty, payroll taxes and insurance, all of which are shared with the first fire protection district. Those present agreed to increase the proposed pay increase from \$1 to \$2, which is also shared with the District. Chief Nixon also discussed personnel costs associated with EMS and the non-contracted staff. He discussed remaining operation costs for both Fire and EMS in the proposed budget.

Trustee Jozwiak asked about employee appreciation programs. Administrator Keim said staff has identified a company that will provide anniversary gifts to employees for longevity. The first year will cost approximately \$14,000 to provide everyone with employee appreciation, and approx \$3,000 each year after for milestone recognition. Staff will review available options and present a recommendation to the board.

Trustee Dominiak asked if there was any money allocated in the budget for Lake Michigan Water. Administrator Keim replied that there is none in this budget. He believes there is no indication of losing allocation anytime soon and said the next step is to work with someone about bringing the water line to fruition. He will check with other water agencies to see if anything has changed.

Mayor Hanson thanked the board and staff for their hard work on the budget.

## **VII. ADMINISTRATOR'S REPORT**

Administrator Keim reported that a Skipper Buds will be moving into town at the former Sequoit Harbor location on Route 173. Trustee Dominiak asked for an update on the meeting with State Representative Jesiel. Administrator Keim provided an update on that meeting, largely revolving around improvements on Route 173.

## **VIII. VILLAGE CLERK'S REPORT**

Clerk Folbrick asked board members to notify Cheryl Mateja in the front office if they plan on attending the Easter Parade this coming Saturday. She also announced the date for Spring Clean Up with Groot will be Thursday, May 19. A list of acceptable items will be published on the website once approved by Groot.

## **IX. TRUSTEE REPORTS**

Trustee Macek advised of the upcoming SWALCO meeting where electronics recycling will be discussed. Grayslake has offered funding, but they are looking to other communities to assist. Administrator Keim asked if SWALCO was planning on issuing a request for funding from the municipalities and suggested setting a placeholder in the budget.

Trustee Macek also expressed concern with the open mosquito spraying done in Heron Harbor. Attorney Long will look into regulations to present to the board. Administrator Keim said there have been complaints in the past regarding environmental concerns with the spraying. Attorney Long located a statute which says that regulating pesticides is prohibited by a municipality, which means no regulations may be possible. Trustee Dominiak said Clarke Mosquito has an automated call capability that will notify residents when a spraying may occur.

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She indicated she has contacted the Lake County Health Department who agreed that regulation may not be possible on a local level.

Trustee Jozwiak thanked the public works department for the work they have been doing.

Trustee Dominiak commented on ponding near IDI on route 173. Administrator Keim replied that it has typically ponded there during rainfalls.

Trustee Johnson announced the upcoming Easter parade on Saturday.

### **X. EXECUTIVE SESSION – Personnel, Pending/Probable Litigation, Sale or Lease of Village Property, Executive Session Minutes, Collective Bargaining - Personnel**

The Mayor and Board of Trustees did not go into executive session.

### **XI. ADJOURNMENT**

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

Respectfully submitted,

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Lori K. Folbrick  
Village Clerk