

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES, REGULAR MEETING
Municipal Building: 874 Main Street, Antioch, IL
November 7, 2016

I. CALL TO ORDER

Mayor Hanson called the November 7, 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 Pierce. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine. Absent: Trustee Johnson.

IV. Absent Trustees Wishing to Attend Remotely

There were no Trustees wishing to attend remotely.

V. MAYORAL REPORT

1. **Geoff Guttschow Promotion to Commander** - Chief Huffman presented Geoff Guttschow with his commander pin and provided a history of his employment with the Village of Antioch, expressing his confidence in Commander Guttschow as a qualified recipient of the promotion to Commander. Clerk Romine administered the oath of office to Commander Guttschow.

2. **Discussion regarding removal of a tree in front of the Antioch Theater** – Director Garrigan presented the memo from Mr. Tim Downey and his request to remove a tree on Lake Street in order to improve visibility, and his proposed additional landscaping to mitigate the tree's removal.

Trustees agreed to allow the removal of the tree on Lake Street in order to increase visibility of the marquee sign for the movie theater. They further requested staff to research the possibility of trimming and removal of other trees that may be blocking facades.

Citizens Wishing to Address the Board

Mr. Robert McCarty and Mr. Brian Parks, representing the Lions Club, discussed the construction of the pavilion at Williams Park and status of the project. Mr. McCarty presented the estimates for the project and the costs now and moving forward. He reviewed the in-kind donations received for the project, and asked the Village to commit to a 50/50 cost and increase their donation by \$5,000 for the project. Those present agreed to increase the donation amount by \$5,000.

Ms. Ann Hitschel, Village resident, discussed the outdoor warning siren placed in the auxiliary parking lot at Sprenger Park, and does agree with the placement of the siren. She expressed concern that the location of the siren is a disregard for the welfare of the residents on Dana Ct and does not agree with reasons for its placement. She asked the board to review the decision and modify the location of the siren.

Ms. Leonora Deguzman, Dana Court resident, said the siren is located 40 feet from her backyard and expressed anger towards the location. She asked that they move it back to the initial proposed location at the lift station.

Emergency Management Director Lee Shannon discussed the information used to determine the locations of the outdoor warning sirens. He reviewed existing locations and proposed locations based on input from a consultant on where they should be located. He stated that they could find no area in Mary's Park for the siren due to utilities and feasibility. He discussed meetings held with the homeowner's association on the location. Residents at the association meeting were against having a siren at the entrance of their subdivision, and that location did not provide adequate coverage for the siren. He added that the siren now covers the entire Neuhaven area, and this siren will provide adequate notice to those residents in the case of a tornado.

Ms. Hitschel discussed the timeline of the installation and the short notice for decisions to be made by the association. She discussed pressure placed upon the association and that the homeowners did not have an opportunity to provide input on the location of the siren. Director Shannon explained the process and reviewed the meeting with the association. Ms. Deguzman discussed the placement of the siren near her existing home, and the potential placement of the siren near a proposed development where the buyer would be aware that a siren is nearby.

Trustee Pierce discussed the value of the siren in an emergency, and also understands the concerns expressed by homeowners. He asked staff to investigate the cost of relocation to the park. Administrator Keim said they will get costs, which may be substantial due to boring and running electric.

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Trustee Dominiak agreed to get costs, and wants feedback from residents that they are in agreement on the location before any expenses to move the siren are incurred. Trustee Jozwiak agreed and suggested they use the petition form from the traffic policy to gather input from neighbors.

Trustees agreed to research other locations for the siren, costs associated with other locations and relocation, and the need for complete input from the residents in the subdivision.

Mr. Michael Markasovic, Village resident, discussed feedback he received from residents related to the lawsuit with St. Ignatius Church. Mayor Hanson replied that we have to follow the laws in place by the State of Illinois, and are trying to have the church follow that code. Mr. Markasovic also discussed the ice skating rink, its previous location in the Hannah's parking lot, and the costs associated with the ice rink. He asked for an itemized list for plans and operation of an ice skating rink, and begged to put the ice rink back in town by the farmer's market.

VI. CONSENT AGENDA

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

1. Approval of the October 17, 2016 regular meeting minutes as presented.
2. Approval of a Resolution Approving the 2017 Village Board of Trustees Meeting Schedule – *Resolution No. 16-70*
3. Approval of a Resolution Authorizing an Intergovernmental Agreement by and between the Village of Antioch, Illinois and the Solid Waste Agency of Lake County, Illinois regarding the Village hosting and maintaining a site to collect clothing and textiles – *Resolution No. 16-71*
4. Approval of a Resolution for a Special Event Liquor License request from the Village of Antioch for Winter Wine Walk to be held on January 21, 2017, waiving all fees – *Resolution No. 16-72*
5. Approval of a Resolution to Authorize the Village Administrator to sell, salvage or otherwise dispose of equipment – *Resolution No. 16-73*

Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

VII. REGULAR BUSINESS

6. 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 \$420,928.57.

Trustee Macek asked about the payment to Blue Lion. Finance Director McCarthy said they provided batteries to the fire department. They did not charge for installation, but we have the batteries and must pay them for the product. Chief Cokefair stated that a lieutenant in the fire department is president of the corporation and explained the services they provide. He said we were not charged for the service calls, but do need to pay for materials. Chief Cokefair said there is no conflict of interest. Attorney Long stated the only related statute to conflicts of interest involve elected officials and prohibits their activity with the Village.

Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

7. Consideration of a Resolution accepting the Comprehensive Annual Financial Report for the Fiscal year Ending April 30, 2016 as prepared by Lauterbach & Amen LLP – Director McCarthy presented the audit, and standards exceeded by the Village each year. Ms. Jennifer Martinson of Lauterbach & Amen thanked Director McCarthy and staff for their assistance with the audit. She stated that the Village received the highest level of audit that can be achieved, as well as the GFOA award. She reviewed the MD&A portion of the audit, which provides a summary, and explained that the pension liabilities were added to the balance sheet as a part of GASB 67 & 68. The Police Pension contributions were slightly low compared to the actuarial statement, however there was an increase in fund balance from the previous year.

Trustees further discussed the pension contributions as compared to other communities, expenditures and revenues, and capital projects.

Trustee Pierce moved, seconded by Trustee Jozwiak to approve **Resolution No. 16-74** accepting the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2016 as prepared by Lauterbach & Amen LLP. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

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NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

8. Consideration of a Resolution Accepting the Municipal Compliance Report and the GASB 67 & 68 Actuarial Valuation for the Fiscal Year Ending April 30, 2016 as prepared by Lauterbach & Amen, LLP – Director McCarthy reviewed the report done by the pension board. She explained this is the first time the board is seeing the GASB reports, as required by the Police Pension Fund board. Ms. Jessica Fain of Lauterbach & Amen reviewed the report and information contained in the report. She discussed recommended contributions, and the minimum and maximum requirements outlined in the actuarial report. Staff will levy 1.3, which is the minimum required amount.

Trustee Pierce moved, seconded by Trustee Jozwiak, to approve **Resolution No. 16-75** Accepting the Municipal Compliance Report and the GASB 67 & 68 Actuarial Valuation for the Fiscal Year Ending April 30, 2016 as prepared by Lauterbach & Amen, LLP. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

9. Consideration of a Resolution Authorizing the Village Administrator to negotiate and sign an addendum to the Metro EMS Contract that will add 3 shift commander positions – Chief Cokefair presented the proposal that was emailed to the trustees earlier in the week. He explained that the proposal was brought before the Joint Fire Committee during the strategic planning process and the need to move forward for round-the-clock shift commander positions. Currently part-time shift command staff are employed. The program provides adequate oversight and supervision. He discussed financial savings by contracting one full time contracted employee over hiring two part time employees.

Trustee Dominiak moved, seconded by Trustee Jozwiak, to approve **Resolution No. 16-76** Authorizing the Village Administrator to negotiate and sign an addendum to the Metro EMS Contract that will add 3 shift commander positions. Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

10. Consideration of a Resolution Authorizing the release of the minutes and recordings of the discussion in the Executive Session of October 3, 2016 – Trustee Pierce asked that the board think strongly about pulling this item or voting no on the release of closed session minutes because of the precedent it may set, and to protect those involved in those meetings.

Trustee Pierce moved, seconded by Trustee Poulos to table **Resolution No. 16-77** Authorizing the release of the minutes and recordings of the discussion in the Executive Session of October 3, 2016.

Trustee Jozwiak stated that his original intent was to agree on the decision made in executive session, and wanted to record to reflect his stance.

Upon roll call, the vote was:

YES: 5: Macek, Poulos, Jozwiak, Dominiak and Pierce.

NO: 0.

ABSENT: 1: Johnson.

THE MOTION CARRIED.

11. Report on Economic Development – Director Garrigan provided a brief update on economic development initiatives and would like to bring the Economic Development plan to the December meeting along with Retail Strategies where they will review the market analysis and psychographics. He would like discussions related to incentives and would like consensus on those incentives. Director Garrigan intends to revise the Economic Development website and is working on a newsletter. He added that it's important to get the word out on what the board and mayor are doing as far as economic development. He advised that the board can expect a confidential email in the near future related to proposed commercial developers.

VII. ADMINISTRATOR'S REPORT

Administrator Keim reported on the completion of the first round of tree planting in Trevor Creek Subdivision. He expects to see more commitments for the Spring planting, and will continue to work with the associations for tree replacement.

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IX. VILLAGE CLERK'S REPORT

Clerk Romine advised that the polls for the general election will be open from 6am-7pm tomorrow. Voters can find their polling place and ballot information through our website.

Clerk Romine announced that leaf vacuuming began last week, and a map of the leaf vacuuming schedule is on our website.

X. TRUSTEE REPORTS

Trustee Pierce discussed the upcoming Joint Fire Committee meeting on Wednesday. He announced the veteran's closet fundraising event at the VFW, and the fire department annual recognition dinner on Saturday night.

Trustee Dominiak reported that there is a Planning and Zoning Board meeting this week and there was a recent meeting with the sign committee. She said the next step is reaching out to businesses outside the downtown district. She added that there will be veteran's ceremonies at ACHS and AUGS on Friday.

Trustee Jozwiak reported on ash tree removal, and public works prepping for winter.

Trustee Poulos thanked Director McCarthy and her staff for their hard work on the audit.

Trustee Macek presented a check for \$2,500 from SWALCO as a reimbursement for the donation made earlier in the year.

XI. 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 9:16 p.m.

Respectfully submitted,

Lori K. Romine
Village Clerk