

# APPROVED MINUTES

## VILLAGE OF ANTIOCH BOARD OF TRUSTEES – REGULAR MEETING

Regular Meeting – Antioch Senior Center: 817 Holbek, Antioch, IL 60002

Virtual Meeting – Call In (571)317-3122 Access Code: 928-516-141

August 10, 2020

### I. CALL TO ORDER

Mayor Hanson called the August 10, 2020 regular meeting of the Board of Trustees to order at 7:01 pm at the Antioch Senior Center: 817 Holbek, Antioch, IL 60002.

### 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, Yost, Dominiak, Poulos and Johnson. Trustee Pierce was present online via Zoom. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine.

### IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY

Trustee Dominiak moved, seconded by Trustee Yost, to allow remote attendance by Trustee Pierce.

Upon roll call, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### V. MAYORAL REPORT

#### **1. Re-Appoint Cheryl Henning to the Planning and Zoning Board with a term ending 2023 -**

Trustee Dominiak moved, seconded by Trustee Yost, to confirm the re-appointment of Cheryl Henning to the Planning and Zoning Board with a term ending 2023.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**2. Appoint Geoffrey Guttschow as Police Chief –** Mayor Hanson provided an overview of the recruitment process and his appointment of Geoff Guttschow as Police Chief for the Village of Antioch. He is proud of the selection and asked the board to confirm his appointment. Trustee Pierce, who was included in the interview process, agreed that he was the best qualified candidate and agrees with the appointment. Trustees commented that Mr. Guttschow has done a tremendous job in his role as acting chief and look forward to confirming the appointment.

Trustee Macek moved, seconded by Trustee Pierce, to confirm the appointment of Geoffrey Guttschow as the Police Chief for the Village of Antioch.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Following his appointment, Clerk Romine administered the oath of office to Chief Guttschow.

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Chief Guttschow thanked the board, staff and the community for this opportunity, and thanked his fellow police officers for their hard work during this pandemic

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

There were no citizens wishing to address the board.

### **VI. Consent Agenda**

**1. Approval of the July 13, 2020 public hearing and regular meeting minutes as presented** - Trustee Johnson moved, seconded by Trustee Dominiak, to approve the July 13, 2020 public hearing and regular meeting minutes as presented.

Trustee Pierce discussed his comments regarding the spending of money and would like the minutes to reflect his intent to spend more money out in subdivisions, but continue to spend money and support the downtown area as well.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### **VII. Regular Business**

**2. Consideration to ratify the payment of the July 27, 2020 accounts payable as prepared by staff** – Trustee Poulos moved, seconded by Trustee Yost, to approve payment of accounts payable in the amount of \$237,880.53. Upon roll call, the vote was:

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

**NO: 1:** Pierce.

**ABSENT: 0.**

**THE MOTION CARRIED.**

**3. Consideration of payment of accounts payable as prepared by staff** – Trustee Poulos moved, seconded by Trustee Dominiak, to approve payment of accounts payable in the amount of \$170,891.09. Upon roll call, the vote was:

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

**NO: 1:** Pierce.

**ABSENT: 0.**

**THE MOTION CARRIED.**

**4. Consideration of an Emergency Ordinance ratifying and extending the Mayoral declaration of Emergency relating to Coronavirus** – Trustee Dominiak moved, seconded by Trustee Macek, to approve **Ordinance No. 20-08-24** ratifying and extending the Mayoral declaration of Emergency relating to coronavirus, waiving the second reading. Upon roll call, the vote was:

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

**NO: 1:** Pierce.

**ABSENT: 0.**

**THE MOTION CARRIED.**

**5. Consideration of the Sewer use and Pretreatment Ordinance repealing and replacing Village Code Section 8-2** – Trustee Macek moved, seconded by Trustee Yost, to approve **Ordinance No. 20-08-25** approving the Sewer Use and Pretreatment Ordinance repealing and replacing Village Code Section 8-2, waiving the second reading.

Administrator Keim introduced Ms. Penny Bouchard of Baxter and Woodman, who reviewed the ordinance which includes changes required by the USEPA and IEPA. The USEPA has reviewed the documents, which

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accurately reflect what is required. He also recognized treatment plant operator Jason Treat who is heavily involved in the process.

Ms. Bouchard provided an overview of the requirements of the ordinance, and explained the long, scripted process, which was last updated in 2005. She stated they don't expect to come back for any changes. Ms. Bouchard also addressed the enforcement response plan which provides a framework for how this is done, and also required by the USEPA.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### **6. Consideration of a Resolution Approving Administratively the Enforcement Response Plan –**

Trustee Dominiak moved, seconded by Trustee Yost, to approve **Resolution No. 20-30** Approving Administratively the Enforcement Response Plan (ERP). Related to the Sewer Use Ordinance, the EPA requires an Enforcement Response Plan.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### **7. Sanitary Sewer Study – East Service Area Presentation – Administrator Keim discussed the**

Study, and introduced Mr. Tim Hartnett from HR Green.

Mr. Hartnett discussed the Sanitary Sewer Study, stating that the purpose was to study high influent flows at the treatment plant, infiltration and inflow (I&I) and focus on the east service area of the Village. He introduced Mr. Sean Murphy who presented examples of inflow and infiltration sources, as well as an overview of Antioch's sanitary sewer infrastructure. Mr. Murphy reviewed data collection, analysis and calculations. He also detailed catchment prioritization and data collection. Mr. Murphy discussed pipe age and elevations, and the highest priority catchments. He summarized by stating that the east service area has catchments with a higher I&I, and recommended focusing on catchments with high I&I for the greatest return on investment. He added that the oldest sanitary pipes in low-lying areas are likely the highest I&I candidates. Identifying these areas helps prioritize capital projects and expenditures, and will help reclaim WWTP capacity for future development and system expansion. He recommended next steps should include a continued I&I investigation, resume normal operations for lift stations with pump running abnormalities, and develop a 5-year capital improvement plan and budget for I&I.

Mr. Hartnett added that this plan will help avoid treating water that didn't go through the sewer system. He thanked staff for their help in collecting data and doing the survey. HR Green will bring back recommendations over the next few years during budgeting and strategic planning sessions.

Trustee Pierce asked how smoke testing works. Mr. Murphy responded that smoke testing pressurizes the system and needs to be communicated to the residents when it's going to occur. The next step is to bring back a prioritization list as well as costs projected over the next 5 years.

**8. Economic Development Task Force Recommendation –** Director Garrigan introduced Mr. Tim Downey who presented the Economic Development Task Force Recommendations for improvements to downtown Antioch.

Mr. Downey discussed Phase I of the Strategic Improvement Plan, which he expects completed by the end of 2020. The task force expects to define and develop a brand for Downtown Antioch, improve

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streetscape environments, develop a parking plan, and develop a themed crosswalk plan. They also recommend the redevelopment of two gathering spaces they have identified as essential: the deck north of Something Sweet and the front of Village Hall. Mr. Downey discussed the promotion of these recommendations, which they expect will bring people into the downtown area. He discussed the need for Village commitment to these projects, and identified the next steps necessary to execute the plan.

Trustee Pierce discussed Antioch's potential and is excited to see this move forward. He would like a firmer financial commitment, and discussed ownership of the deck area.

Trustee Macek asked Mr. Downey if he had any intention to sell the properties he owns such as the Theater and Something Sweet and expressed concern with spending taxpayer money to improve his properties in particular. He discussed the need to spend money on other projects such as Village Hall and the road program. He further discussed Hillside avenue and that businesses there weren't approached for input.

Mr. Mark Lubkeman, task force member, addressed concerns related to Hillside Avenue and thinks it is something that will be addressed. He also commented that everyone benefits from increased property values. Ms. Jennifer Drinka said that improvements to the core downtown area will bring people into other walkable areas in the downtown.

Trustee Yost thinks this is an exciting plan and hopes it can be spread throughout more of town but thinks financials need to be clearer. He would like the plan to include costs for ongoing maintenance.

Trustee Dominiak is very excited about the project, and explained the phases involved in the plan. She thinks phase 2 will look at the bigger area beyond downtown. She asked if business district funding could be used to finance the roads outside of the business district. Administrator Keim responded that much of what has been presented this evening could be eligible expenses from the business district. Trustee Dominiak said other community groups and members have expressed an interest in helping with this project.

Trustee Poulos is not in favor of taking all façade grant funds for this project, but possibly a portion. He likes the plan and thinks some of the simpler items could be done to help make things look nicer. He suggested adding an entryway to shopping on Orchard, cleaning up behind the Bandshell on the east side of Main Street, and improving parking southeast of 83 and Lake Street. He likes the plan overall, but is not sure how much should be allocated toward it at this time. Administrator Keim thinks there could be money found in the budget for this project.

Trustee Johnson thinks this is a great idea and appreciates the amount of time spent working on the plan.

Trustee Pierce said it's important to get it started as soon as possible. People want a place to be, and our place to be is downtown Antioch.

Mayor Hanson, as a part of the task force, is excited about the project and discussed the unique character of Antioch. He commented on the business districts and the village working side-by-side with the task force for their short-term plan and how it will work toward the long-term plan of the Village.

Mr. Downey suggested that the task force get some conceptual plans for Toft to Main and also for the deck and come back to the village with designs and a range of costs. Trustee Poulos asked why the Village should wait for the conceptual designs and suggested that we get some of the smaller items done first such as crosswalks, trees, and other things that can be done in the fall. Administrator Keim replied that some items can be done in the near future if the board agrees with the plan. Mayor Hanson recommended that Mr. Downey work with Director Garrigan and staff to move forward on the project.

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**9. Consideration of a Resolution for Maintenance Under the Illinois Highway Code authorizing the expenditure of Motor Fuel Tax (MFT) funds in the amount of \$700,000 for the 2020 Road Program –** Trustee Yost moved, seconded by Trustee Dominiak, to approve **Resolution No. 20-31** for Maintenance under the Illinois Highway Code authorizing the expenditure of Motor Fuel Tax (MFT) funds in the amount of \$700,000 for the 2020 road program.

Administrator Keim reviewed the next 3 agenda items and explained that staff has estimated the roads to be improved this year. Staff would like to go out to bid and see if it falls under the \$700,000 expenditure of MFT funds. If it goes to the estimated amount of \$900,000, he suggested supplementing the project with business district funds. He discussed the resolution on this agenda to award the bid if the project comes back within 10%. He's also asking for approval of the contract with HR Green to do the engineering for the project. Administrator Keim also discussed the request from Oliverri to improve Lake Street to create more permanent outdoor dining when Lake Street is improved.

Trustee Pierce said he would like to see the plan for Oliverri to make sure they're being fair to the other businesses before making a decision. Trustee Macek thinks they should help Oliverri. Trustee Yost would like to have a better understanding of the concept and cost. Trustee Dominiak thinks helping out that business will help other businesses and help slow traffic and would be supportive depending on the costs. Trustee Poulos agreed, and supports the idea but would like to see the cost. Trustee Johnson is okay with the road program as presented.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**10. Consideration of a Resolution authorizing the Village Administrator to execute a Professional Services Agreement with HR Green for the 2020 Road Program –** Trustee Yost moved, seconded by Trustee Johnson, to approve **Resolution No. 20-32** authorizing the Village Administrator to execute a professional services agreement with HR Green for the 2020 road program.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**11. Consideration of a Resolution awarding a contract for the 2020 MFT Maintenance Resurfacing Project –** Trustee Dominiak moved, seconded by Trustee Yost, to approve **Resolution No. 20-33** awarding a contract for the 2020 MFT Maintenance Resurfacing Project.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**12. Consideration of a Resolution Authorizing the Mayor to execute an employment agreement with the Chief of Police –** Trustee Dominiak moved, seconded by Trustee Johnson, to approve **Resolution No. 20-34** authorizing the mayor to execute an employment agreement with the Chief of Police.

Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

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## **VIII. Administrator's Report**

Administrator Keim announced that he received a permit today to fix the bike path.

**1. Employee E-Learning Camp** – Administrator Keim reviewed his memo regarding an E-Learning space for children of Village of Antioch employees. This proposal has been reviewed by both the Village Attorney and insurance broker.

## **IX. Village Clerk's Report**

No Report.

## **X. Trustee Reports**

## **XI. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – property**

- Trustee Yost moved, seconded by Trustee Pierce, to enter executive session at 9:24 pm for property acquisition and probable litigation. Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Trustee Dominiak moved, seconded by Trustee Yost, to exit executive session at 9:51 pm with no action taken. Upon roll call, the vote was:

**YES: 6:** Pierce, Macek, Yost, Dominiak, Poulos and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

## **XII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Special meeting adjourned 9:51 pm.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk