

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES – REGULAR MEETING

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

Virtual Meeting – Call In (312)626-6799 Access Code: 592-598-564

September 14, 2020

I. CALL TO ORDER

Mayor Hanson called the September 14, 2020 regular meeting of the Board of Trustees to order at 7:00 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: Pierce, Macek, Yost, Dominiak, Poulos and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine.

IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY

There were no absent trustees wishing to attend remotely.

V. MAYORAL REPORT

1. Antioch Public Library Presentation – Ms. Jennifer Drinka, Director of the Antioch Library, and Mr. Tom Hausman, Library Board President, presented information on their upcoming referendum. Mr. Hausman discussed proposed improvements, as well as project costs, which would result in a tax increase of approximately \$50/year for a \$200,000 home.

Ms. Drinka presented the financial impact to residents and the reason for the proposed upgrade. Increased needs for new services will result in an expansion of the children's department and creation of a new teen area. For the community, this proposal will include a fireplace reading area, a social and quiet reading area, a new children's early learning area, and a teen space. The Antioch Library offers more teen programs than any other library in the county, and the attendance is higher than any other library. Also included will be a studio maker space and additional meeting areas.

Mr. Hausman discussed proposed senior amenities, more access to printers, better internet connectivity and additional small group meeting rooms. He discussed the value of the project, including strengthening our community, boosting property values, and said this proposal offers something to everyone in the community.

Report on Neuhaven Subdivision items – Administrator Keim provided an update on the pond and fence maintenance in the Neuhaven Subdivision. The primary concern of weeds in the pond was assessed, and staff has contacted aquatic providers for recommendations and proposals. The recommendation is to start pre-treatment in the spring, and to treat just the pier area. The other issue was the fence located in Mary's Park, which appears to have been installed improperly requiring maintenance. Staff is in the process of gathering quotes, however, materials to repair the fence are currently unavailable. Both of these items can be incorporated into next year's budget. Administrator Keim stated that the Village did not plant trees this year for the tree replacement program. Some may be covered under warranty and he hopes to have the trees replaced next year. He said trees are usually purchased in bulk in order to save money.

Trustee Pierce asked if the pond and fence were Village owned. Administrator Keim said they are both Village property. Trustee Pierce asked if the fence could be installed with a different material. Administrator Keim said we could look for other materials, but would like something that is low maintenance and not in need of annual painting.

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Mayor Hanson discussed the installation of the fence and how it was not done properly and has created an ongoing problem.

Station 51 Proposal – Mayor Hanson introduced Mr. Khris Schoenberger, who presented his concept for a restaurant downtown. He discussed his history in the restaurant business, recent expansions of his existing restaurant BBQ'd Productions, and continued service they were able to provide through the coronavirus pandemic. The concept of the restaurant is a virtual, digital, food truck dining experience. He expects to have 5 trucks/month, with a new truck replacing an old truck each month. Mr. Schoenberger said he expects it to be a fun and interactive experience, and presented a drawing of the proposed façade for the building, which will incorporate what the building looked like in the early 1900's.

Mayor Hanson said this item will be on a future committee of the whole meeting for further discussion. Those present agreed that it is a good concept for the downtown and are excited for it to come to Antioch.

Citizens Wishing to Address the Board

Citizen comments submitted via email were shared with the board. There were no other citizens wishing to address the board at this time.

VI. Consent Agenda

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

1. Approval of the August 10, 2020 regular meeting minutes as presented.

Upon roll call, the vote was:

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

NO:

ABSENT:

THE MOTION CARRIED.

VII. Regular Business

2. Approval of a Resolution Approving the Cancellation and Modification of 2020 Summer Programs and Special Events through the month of September – *Resolution No. 20-35* - Trustee Yost moved, seconded by Trustee Dominiak to approve Resolution No. 20-35 approving the cancellation and modification of 2020 Programs and Special Events through the month of September.

Trustee Pierce asked how summer camp went in relating to cancelling camp crayon. Director Kabrick responded that camp went very well and got great feedback from parents. She explained the differences between summer camp and camp crayon including age differences, indoor vs. outdoor settings, and said that Camp Crayon typically follows School District 34 in terms of opening. She further discussed the added risks involved with younger kids vs. older summer camp kids.

Trustee Macek asked what the touch-a-truck event was. Director Kabrick explained the event which allows kids to explore and learn about trucks from various industries.

Upon roll call, the vote was:

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

NO:

ABSENT:

THE MOTION CARRIED.

3. **Consideration to ratify the payment of the August 24, 2020 accounts payable as prepared by staff** - Trustee Poulos moved, seconded by Trustee Johnson, to approve payment of accounts payable in the amount of \$164,806.94. Upon roll call, the vote was:

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

NO: 1: Pierce.

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ABSENT: 0.

THE MOTION CARRIED.

4. Consideration of payment of accounts payable as prepared by staff – Trustee Poulos moved, seconded by Trustee Johnson, to approve payment of accounts payable in the amount of \$173,966.45. Trustee Pierce asked about a payment to Mary Priller and if there was a breakdown regarding that payment. He asked for a copy of the invoice and discussed previous expenses paid to Ms. Priller.

Upon roll call, the vote was:

YES: 4: Macek, Yost, Poulos and Johnson.

NO: 2: Pierce and Dominiak.

ABSENT: 0.

THE MOTION CARRIED.

5. Consideration of an Emergency Ordinance ratifying and extending the Mayoral declaration of Emergency relating to Coronavirus – Trustee Macek moved, seconded by Trustee Dominiak, to approve **Ordinance No. 20-09-26** 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.

6. Consideration of a Resolution Awarding a Contract for the Tiffany Bike Path Project to Schroeder Asphalt Services, Inc. in the amount of \$215,361 – Trustee Macek moved, seconded by Trustee Pierce, to approve **Resolution No. 20-36** a contract for the Tiffany Bike Path Project to Schroeder Asphalt Services, Inc. in the amount of \$215,361.

Administrator Keim presented the bid results for the Tiffany Bike Path project. He explained the existing path was built in the floodplain and wetland, and discussed previous permitting. He reviewed the budgeted amount for the project at \$100,000 and advised the bid came in at \$215,000. Administrator Keim said there may be ways to lower the project cost, but said business district funds could be used for those improvements. Staff recommends moving forward with the project and awarding the bid to Schroeder.

Trustee Pierce asked if plans could be put on the website for public viewing. Administrator Keim said the current plans he has are engineering plans, but he will try to get something out that the general public can understand. Trustee Macek asked for Facebook posts on the project.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

7. Consideration of a Resolution awarding the bid for the 2020 Road Program to Schroeder Asphalt Services, Inc. in the amount of \$890,234.96 – Trustee Macek moved, seconded by Trustee Poulos, to approve **Resolution No. 20-37** awarding the bid for the 2020 Road Program to Schroeder Asphalt Services, Inc. in the amount of \$890,234.96.

Administrator Keim reviewed the bids received for the 2020 road program. Typically, 2 bids are received for this annual project, however, this year there were 4 bids received. The project will be funded by both MFT and Business District funds, which includes the resurfacing of Lake Street. The price also includes approximately \$20,000 to move the curb and place bollards in front of Oliverri North. Staff recommends awarding the bid to Schroeder.

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Trustee Pierce asked if any roads in Oakwood Knolls were scheduled for repair, and if any of the roads included in the program have curbs. Administrator Keim replied that Oakwood Knolls is not included, and there may be sections that do not have curb.

Trustee Dominiak asked if Oliverri north was aware bollards were being installed. Administrator Keim replied that they were excited about the project and made aware of the bollards.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

8. Consideration of an Ordinance Granting a Special Use for a Planned Unit Development for Main Street Townhomes located on Main Street south of Pamela Court - Trustee Dominiak moved, seconded by Trustee Pierce, to approve **Ordinance No. 20-09-27** granting a special use for a planned unit development for Main Street Townhomes located on Main Street south of Pamela Court, waiving the second reading.

Director Garrigan reviewed the previous presentation of this item, and discussions regarding a waiver of fees by the applicant, which explains why the project was delayed. The applicant is now proposing the same project, with one additional building of 4 units for a total of 37 units. This is still well below the 48 units approved in 2000.

Trustee Pierce expressed concern with fire department access. Director Garrigan said there are 2 proposed access points and will ensure that the turning radius will be sufficient and will be reviewed during final engineering review. Administrator Keim discussed the auto-turn analysis done during final engineering.

Trustee Macek discussed parking and its potential impact on emergency vehicle access. Director Garrigan said there will be no on-street parking, and there will be designated visitor parking spaces, leaving the parking ratio higher than what is required.

Trustee Dominiak thinks this is an exciting project for enhancing the northern part of Main Street and is excited to see it move forward.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

9. Consideration of a Resolution approving the site plan approval for the Main Street Townhomes located at 647 and 657 Main Street – Trustee Dominiak moved, seconded by Trustee Pierce, to approve **Resolution No. 20-38** approving the site plan for the Main Street Townhomes located at 647 and 657 Main Street. 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 an Ordinance granting a special use for a bed & breakfast located at 988 Victoria Street – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Ordinance No. 20-09-28** granting a special use for a bed & breakfast located at 988 Victoria Street, waiving the second reading.

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Mr. Frank Bessette, Victoria Street resident, said the home was a horrible wreck before the applicant purchased the home and made improvements. He discussed the events planned for the property as well as insufficient parking. He doesn't feel it's appropriate for the neighborhood and asked the board to vote no.

Ms. Lou Wolfinger does not support the B&B in her neighborhood. She discussed speeding cars and expressed concern for the safety of the residents.

Ms. Angela Vitacco, Victoria Street resident, was happy with the improvements made to the home, but discussed issues they have with the proposed use. She expressed concerns related to parking, depreciation of single family residence value, and verified that the property values could be decreased as a result of this use.

Director Garrigan presented the request from the applicant, which was supported by a 6-0 vote of the Planning and Zoning Board.

Ms. Betsy Oaksman, applicant and owner, discussed the proposed crafting retreats she would be interested in hosting. She summarized the events, and provided an overview of how a weekend crafting event would be hosted. She addressed parking, stating that the driveway can hold 5 cars based on the definition of a parking space, in addition to the 2-car garage. She said the current driveway has fit 7 cars on the property without using the street. She stated she can only have 4 rooms for rent, so would have at most 8 guests at any given time. She discussed the parking plan with the fire department, and has spoken with the owners of the apartment building next door and has addressed the apron issue, which needs to be widened and explained what type of permits may be needed to widen the apron. She discussed the walkability of the property, and likelihood that cars will not move much over the weekend.

Trustee Pierce said it is mostly a residential area, but knows there are apartments, duplexes and a variety of different buildings nearby, and not exclusively single-family homes. He is torn on this subject because of the neighbor comments. Ms. Oaksman added that she doesn't expect the character of the street to change at all, as it fits into the atmosphere of the bed & breakfast.

Trustee Macek asked if the zoning goes with the home in the event it is sold and future owners turn it into a different use. Attorney Long responded that the special use would not transfer with the property explaining that it's a special use and not a permanent rezoning. Trustee Macek further expressed concern with people out-of-town staying in a residential area.

Trustee Yost thinks it's an interesting concept which could bring people into the downtown, but expressed concern that it's in a residential area. He asked the applicant if she would anticipate other types of events where larger gatherings may create parking issues. Ms. Oaksman replied that there was a wedding held there in July, with approximately 50 people causing excessive cars and traffic. She said she won't do that if the neighborhood doesn't want it. She did consider having larger events such as weddings in her long-term business plan, but would not do that now because she knows the neighbors don't want it, and doubts that she could get an occupancy license for that many people. She may have personal family events there such as a family graduation party but doesn't expect to have large wedding or bachelorette party or anything of significant size at the property. Director Garrigan said there is a provision in the proposed ordinance which would prohibit special events.

Trustee Dominiak said there were many residents in the neighborhood that were supportive of the project at the Planning and Zoning Board meeting. She discussed the presence of bed & breakfasts in residential areas in other parts of the country, and the requirement that the owner is on-site when space is being rented. She commented on the Dragonfly B&B being in a residential area, and thinks there is an opportunity for guests to walk downtown based on its location. She believes the applicant is taking neighbor concerns seriously. Trustee Dominiak thinks this use fits into the character of the street and believes it would be a nice fit to the area.

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Trustee Poulos thinks it is a great concept, but is unsure of the location and said many of the houses on Main Street are businesses.

Trustee Johnson is torn due to the same reasons provided by other trustees.

Trustee Pierce confirmed that AirBNB is not allowed in Antioch, and that the owner must be present when rooms are rented.

Mayor Hanson commented that the neighbors directly to the north advised they did not have any concerns.

Upon roll call, the vote was:

YES: 4: Pierce, Yost, Dominiak and Johnson.

NO: 2: Macek and Poulos.

ABSENT: 0.

THE MOTION CARRIED.

11. Consideration of a Resolution Authorizing the Waiver of Village Controlled Fees for the Construction of 5 Department of Veteran Affairs Approved Homes – Trustee Yost moved, seconded by Trustee Macek, to approve **Resolution No. 20-39** authorizing the wavier of Village controlled fees for the construction of 5 Department of Veteran Affairs Approved Homes.

Administrator Keim presented the request for a waiver of building permit fees for the construction of adaptive homes for disabled veterans. The approximate costs for permit fees is \$9,000/home. Staff would request that homes are approved through the VA before waiving any fees.

Mr. Miholovich, contractor and applicant, discussed the project, the requirements from the Veteran's Administration, and submittal of plans prior to Village permit submittal.

Trustee Pierce said the \$50,000 fee waiver is a well-suited investment for veteran's in our community.

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 Approving a Business Incentive Grant for a monument sign at 959 Main Street in the amount of \$2,581.15 – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 20-40** Approving a Business Incentive Grant for a monument sign at 959 Main Street in the amount of \$2,581.15.

Trustee Macek discussed setting a precedent for BIG grants to be used for signs which are not attached to the building. He discussed other necessary expenses for the Village, and doesn't agree with the use of tax money to fund signs for private business. Director Garrigan said the BIG program approves signage when appropriate.

Trustee Dominiak discussed sight lines and asked if the plantings will be low to the ground to avoid line of sight issues. Director Garrigan said the proposal includes setback to avoid any obstructions to view.

Mr. Trent Tobias, owner and applicant, said he would also participate in greenery and will spend the money to improve the looks of downtown. He offered to participate in landscaping provided the Village maintains and waters the flowers.

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Trustee Dominiak asked if plantings were planned for Rivalry, and if they could match. Director Garrigan can work with the applicant to ensure they are cohesive. Director Garrigan said this is in the downtown sign district, and the sign is consistent with the downtown sign standards. He added that there is a need at this site for improved retail signage.

Trustee Poulos thinks this will be beneficial to the businesses, which he believes is the intent of the BIG program. He believes this sign is necessary in this instance.

Mayor Hanson commented on the Economic Development Task Force plan and the collaborative effort by everyone on the task force to improve downtown.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

13. Consideration of a Resolution Authorizing the Trick-or-Treat hours to be held from 3-7pm on Saturday, October 31, 2020 – Trustee Macek moved, seconded by Trustee Pierce, to approve **Resolution No. 20-41** authorizing the Trick-or-Treat hours to be held from 3-7pm on Saturday, October 31, 2020.

Trustee Pierce commented that we need to figure out a way to get back to normal in a safe manner, and would like the parks department to come up with a plan for houses that don't want to participate. He suggested changing the time to 1-5pm.

Trustee Macek asked to communicate this through Facebook and the participation may be as simple as leaving a porch light on for those wishing to participate.

Trustee Yost asked to look at easier ways for residents to opt out. Otherwise he thinks it is a great idea and a way to get things back to normal.

Trustee Dominiak said she spoke with the park director regarding CDC guidelines, and there is a group of residents working on this who would be happy to work with the Village on their ideas.

Trustee Poulos likes the idea of the sign, and hope to make it clear that kids be handed candy instead of reaching into the same basket. He thinks those wishing to participate should be able to.

Trustee Johnson agreed that earlier hours are a good idea, but suggested they may conflict with other events held by sports organizations during those times.

Mayor Hanson said this is an event the kids look forward to every year, and understands concerns of the members of the community who are at-risk. He thinks we can work with the parks department and residents to come up with a good plan and guidelines.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

14. Village Hall Building Renovations – Director Garrigan reviewed his memo and provided an update on the Village Hall building in need of repairs. He explained that the delay is related to the potential future use of the property and the re-imaging of the building. He said this plan incorporates a complete refacing the building. He worked with 2 contractors who provided an estimate of costs ranging from \$41,000-\$46,000 for

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repairing existing damage and \$244,000 to \$322,000 for re-imaging. Staff is asking for direction from the board on which option the board would choose; proceed with simple repairs or completely re-imaging the building. He added that there are challenges with building repair due to the existing brick not currently being manufactured. The budgeted amount was \$100,000 with \$47,000 recovered from insurance.

Trustee Pierce thinks it just needs to be repaired and we need to move forward as long as it stays within budget. Trustee Macek asked if the proposed use is still retail and agrees that the building needs to be repaired. He suggested there may be additional insurance money available once repairs are completed. Trustee Yost agreed to look at repairs. Trustee Dominiak is disappointed that this has taken so long, and would like to see additional details before deciding which direction to go. She said there's an opportunity to add value to downtown, and has concerns with a repair if the brick won't match. She suggested painting the Village Hall so mismatched brick could be covered with paint. Trustee Poulos thinks it should be repaired and move forward. Trustee Johnson said he would like to go above and beyond the repair and take the opportunity to make it look nicer.

Director Garrigan discussed conversations with the contractors and visual improvements that could be made to the building, stating that they hope to begin construction this fall. Trustee Dominiak said she was not aware of the decision to keep the chamber in their space. Mayor Hanson said this has taken so long because of the lack of consensus of the board to either pay for added improvements, or do a simple repair. He has met with the contractors, and doesn't think a large amount should be invested at this time. He thinks we should give staff the leeway to make improvements up to an agreed dollar amount. Trustee Dominiak clarified that she doesn't believe the Village should spend \$300,000, but is disappointed that it took so long to agree to repair the building. Trustee Pierce agrees to give staff the leeway and come up with a plan, and also suggested inviting the chamber to the meeting if their tenancy will be discussed.

Staff will bring back a contractor and conceptual design along with insurance information at the next meeting.

VIII. Administrator's Report

No report.

IX. Village Clerk's Report

Clerk Romine reminded board members of the invitation from the Antioch Chamber of Commerce for ribbon cutting ceremonies on Saturday, September 26 at Copper and Lace located at 893 Main Street and Ms. Peddler's Boutique located at 928 Main Street.

Clerk Romine announced that petition packets will be available next week for the April 6, 2021 Consolidated Election. The first day to circulate petitions will be September 22, 2020.

X. Trustee Reports

Trustee Pierce discussed the police chief's report distributed today which included information on body cameras, and asked the board to take the time to read through the report. He thanked the police department for handling all of the recent issues they are facing. He also asked staff to look into solutions for fall dining and the allowance of gas or electric heaters for outdoor dining in the upcoming cooler months.

Trustee Macek distributed his trustee report regarding public works.

Trustee Dominiak discussed the downtown strategic improvement plan and meeting to kickstart the downtown brand, streetscape improvements, tree trimming and channel plan execution to connect parking to Main Street. The crosswalk plan is being collaborated with the high school and will be done through volunteers and redevelopment of gathering spaces. She discussed phasing of the project and areas included in each phase. The plans were presented to the Planning and Zoning Board, and they were excited about the ideas and enhancements to downtown. She requested the Mayor put a discussion on how to enhance code enforcement on a future COW agenda.

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

- Trustee Dominiak moved, seconded by Trustee Poulos to enter executive session at 9:36 for property acquisition, pending litigation and probable litigation. Upon roll call, the vote was:

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

NO:

ABSENT:

THE MOTION CARRIED.

Trustee Poulos moved, seconded by Trustee Yost to exit executive session 10:38pm 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.

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned 10:38 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk