

APPROVED MINUTES

VILLAGE OF ANTIOCH
BOARD OF TRUSTEES – REGULAR MEETING
Antioch Municipal Building: 874 Main Street, Antioch, IL 60002
Call In 312-626-6799 Access Code: 592-598-564
June 14, 2021

I. CALL TO ORDER

Mayor Gartner called the June 14, 2021 regular meeting of the Board of Trustees to order at 7:00 pm at the Antioch Village Hall and via zoom.

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 (via Zoom), Macek, Pedersen, Bluthardt, Burman and Dominiak. Also present were Mayor Gartner, Administrator Keim, Attorney Vasselli and Clerk Romine.

IV. Mayoral Report

1. Appointment of Cheryl Henning as Chair to the Planning and Zoning Board replacing Betty Ann Ralston with a term ending 2024 – Trustee Dominiak moved, seconded by Trustee Bluthardt, to confirm the appointment of Cheryl Henning as Chair to the Planning and Zoning Board with a term ending 2024. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

2. Appointment of Andrew Turner to the Planning and Zoning Board replacing Member Scott Gartner with a term ending 2024 – Trustee Dominiak moved, seconded by Trustee Bluthardt, to confirm the appointment of Andrew Turner as member of the Planning and Zoning Board with a term ending 2024.

Trustee Macek discussed the nepotism policy and said he asked the former mayor for resumes for these open positions.

Mayor Gartner advised that he did go through a process, published a request to fill the vacancy, and received forms and resumes from applicants. He further discussed the interview and selection process.

Trustee Macek moved to table the item. The motion died for a lack of second.

Upon roll call to confirm the appointment of Andrew Turner as member of the Planning and Zoning Board with a term ending 2024, the vote was:

YES: 5: Pierce, Pedersen, Bluthardt, Burman and Dominiak.

NO: 1: Macek.

ABSENT: 0.

THE MOTION CARRIED.

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3. Appointment of Sherry Madigan to the Planning and Zoning Board replacing Member Cheryl Henning with a term ending 2023 – Trustee Bluthardt moved, seconded by Trustee Pedersen, to confirm the appointment of Sherry Madigan as member of the Planning and Zoning Board with a term ending 2023.

Trustee Pierce stated he will abstain from this vote since he does not know the individual or her qualifications. Trustee Dominiak commented that she was involved in interviews with both candidates and found them to be qualified. She stated she is familiar with this process, the requirements of the position, and is able to discern a viable candidate.

Upon roll call, the vote was:

YES: 4: Pedersen, Bluthardt, Burman and Dominiak.

NO: 1: Macek.

ABSENT: 0.

ABSTAIN: 1: Pierce.

THE MOTION CARRIED.

Following their appointments, Clerk Romine administered the oath of office to members Madigan and Turner individually.

4. Acknowledgements – Pride Month, Juneteenth, Flag Day and Father’s Day - Mayor Gartner recognized the aforementioned organizations and their contributions to our community.

Citizens Wishing to Address the Board

Ms. Abby Aguilar, discussed her employment in Antioch, and the minimum charge required for credit card usage at her place of employment. She discussed an exchange between herself and a member of the Village staff, and did not like the way she was spoken to. Mayor Gartner said she is always welcome to speak to him directly.

Mr. Larry Hanson, Village resident, congratulated new members of the board, and commented that he did have a process for board and commission appointments.

V. Consent Agenda

Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve the following consent agenda items as presented:

1. Approval of the May 10, 2021 Regular Meeting Minutes as presented
2. Approval of a Resolution authorizing the execution of an intergovernmental agreement with IDOT related to the maintenance of traffic signals on state highways within or near the corporate limits of the Village of Antioch– *Resolution No. 21-30*
3. Approval of a Resolution authorizing and approving a certain memorandum of agreement with the Fraternal Order of Police – *Resolution No. 21-31*
4. Approval of a Resolution authorizing a special event liquor license to the Antioch Lion’s Club for the Independence Day Celebration to be held on July 4, 2021, waiving all fees – *Resolution No. 21-32*
5. Approval of a Resolution Authorizing the purchase of 78 parkway trees in the amount of \$23,010 from McKay Nursery Company - *Resolution No. 21-33*
6. Approval of a Resolution Authorizing payment to Arthur Weiler Inc. for tree planting services in the amount of \$12,090 - *Resolution No. 21-34*

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Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

VI. Regular Business

7. Consideration and approval to ratify the May 21, 2021 accounts payable as prepared by staff – Trustee Pedersen moved, seconded by Trustee Dominiak, to ratify payment of the May 21, 2021 accounts payable in the amount of \$281,025.42. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

8. Consideration and approval of payment of accounts payable as prepared by staff – Trustee Pedersen moved, seconded by Trustee Dominiak, to approve payment of accounts payable in the amount of \$220,059.53. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

9. Consideration and approval of an Emergency Ordinance ratifying and extending the Mayoral declaration of Emergency relating to Coronavirus – Trustee Pedersen moved, seconded by Trustee Dominiak, to approve **Ordinance No. 21-06-13** ratifying and extending the Mayoral declaration of Emergency relating to coronavirus, waiving the second reading. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

10. Presentation and Prospective Steps: All Together (Marketing) – Ms. Marisa Schulz, Ms. Rachael Smith from All Together and Mr. Joshua Bloom from the CLUE Group provided an overview of their presentation and items previously discussed related to the marketing strategy for the Village of Antioch. She asked for input on the expanded logo and tagline.

Trustee Dominiak likes the strategy and thinks the work is impressive, and loves the narrative and story of Antioch. She is struggling with the taglines and how they will be used. She feels a unique identifier for the downtown is still missing. Ms. Schulz said each piece could live on it's own or be used together for a collective message. For the downtown, they feel nostalgic by nature and evolving by nature address the downtown vibes and unique shops downtown has to offer. She added that all marketing material will need to be paired with very strong visuals. Trustee Dominiak recommended revisiting the downtown stores and asking for their input on the proposed taglines. Trustee Pierce said we need to draw people into Antioch as a whole and help them stay. Ms. Schulz said the next part of process is to markup campaigns.

Ms. Smith discussed the current logo and proposed logos. They presented both options in different scales and in black and white. Ms. Smith further discussed a phased approach to updating the

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village logo on infrastructure and village-owned assets. She asked for input from the board on the logo options and how they would like to move forward.

Trustee Pedersen said she likes option A as opposed to option B because of the leaf in the logo. She also would like to keep "Village of" in the logo. Trustee Pierce likes the versatility of option B and the expansion to other taxing bodies. Trustee Macek said he likes option B. Trustee Bluthardt likes option A. Trustee Burman likes option B, but suggested a darker brown or an outline to make it stand out. Trustee Dominiak prefers option A and thinks it is clearer, but also likes the line below option A. She asked if we plan to test it with residents. Mayor Gartner said he likes the use of the "A" with other taxing agencies, and asked representatives present from the library if they would like to use this. Ms. Jennifer Drinka, Director of the Library, commented on the use of the "A" and said they would likely not use it because they've invested a lot into their brand logo and colors. However, she is invested in one group working together to market Antioch. She also commented on the struggle that people don't understand the various taxing bodies are separate entities. Mayor Gartner would like option "A" if used only by the Village, but likes option "B" if adopted by other agencies.

Ms. Smith asked if including "Village of" is important to the board, and commented that they would like to market the place as a whole, and not village hall. Trustee Pierce said Village is good for official material but one Antioch is fine. Trustee Macek agreed with Trustee Pierce. Trustee Pedersen said if you google Antioch you get results of Antioch's from all over, but Village of Antioch will bring you to us. She said we have an identity and want people to come to the Village, and want them downtown shopping in stores and eating in restaurants. Trustee Bluthardt likes Village of in official correspondence, but said it could be removed for certain marketing pieces as long as the logo is there. Trustee Burman has heard from township residents that they feel like outsiders and not a part of Antioch. Removing Village of would help bring everything together for everybody. Trustee Dominiak likes Village of and agreed with Trustee Bluthardt that it could be removed in certain instances. Trustee Macek commented on Village and Township family of shared visitors and residents. Trustee Pedersen clarified that she wasn't pitting the Township against the Village, but instead wants to be sure that the object is to bring people to downtown and help all of the businesses. Trustee Bluthardt said the Village is in the township and we need to quit dividing it. The Board is elected to represent the Village and needs to focus on the Village first. He added that we aren't spending taxpayer dollars to market businesses on the outside of town. Trustee Dominiak opined that Village of contributes to the sense of place and not a busy city. Trustee Pierce commented that we are using taxpayer dollars to bring people to the area, and then into downtown.

Ms. Smith discussed the marketing priorities including inbound marketing, communications, and staffing. She said they have been working with a photographer from the Lake County area who appears to have a style that matches what they are attempting to achieve. They are also working with staff on events and placemaking opportunities as well as coordinating with the Lakota Group on downtown draws. They are looking to dive deeper into events and gain feedback from residents and visitors on current events in Antioch.

Ms. Smith discussed the next steps, which are to move forward with advancing the marketing strategy with actionable items, working on brand guidelines, and putting together an implementation matrix. All Together plans to launch another survey that will be focused on the events, and can include other information at the next presentation, likely in August.

11. Consideration and approval of a Resolution creating the position of Communications Specialist - Trustee Pedersen moved, seconded by Trustee Dominiak, to approve **Resolution No. 21-35** creating the position of Communications Specialist.

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Trustee Pierce thinks it's a good idea and we need to find a way to get ahead of rumors and make people feel informed. Trustee Macek agrees this is a good idea, and would like our Facebook and communication policy updated to include elected officials and staff and have messaging come from this person. Trustees agreed the communication specialist position is a good idea and support it.

Trustee Dominiak asked about the impact to the budget. Administrator Keim replied that it is an unbudgeted item, which is why he placed it before the board. He agrees it is needed and is thinking it's approximately \$60,000 unbudgeted. A contingency line item could be used or we could go further into fund balance. Administrator Keim said the Village budgets are typically conservative, and if history is any indication, there will be excess in this budget. He added that the board could also make a budget amendment, or could also use money budgeted for the implementation of marketing strategy. Trustee Dominiak asked why a Bachelor's Degree is only preferred and not required and thinks \$60,000 is a low amount. Mayor Gartner said this was one of the top items that came up from the marketing group and discussed the need for staff resources. He added that we are already spending less each month on legal expenses which could be used to fill that gap as well.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

12. Consideration and approval of a Resolution authorizing the closure of Toft Street throughout the summer of 2021 for Village events and festivals – Trustee Pedersen moved, seconded by Trustee Bluthardt, to approve **Resolution No. 21-36** authorizing the closure of Toft Street throughout the summer of 2021 for Village events and festivals.

Mayor Gartner commented that his initial reason for presenting this on the agenda is that he would like events to happen more centrally located in downtown and increase visibility.

Trustee Pierce said if it's just a few events it's okay. Trustee Macek commented on the closure affecting Limerick and other local businesses. Mayor Gartner said the current events proposed to move are on Sunday from 9-1. Trustee Pedersen commented that the Limerick has access off of Lake Street, and from the municipal lot off of Orchard and thinks they would be fine and may benefit from the events on Toft. Trustee Dominiak asked that a list of events be distributed to the Board.

Administrator Keim said it would likely be a partial closure of Toft and would still allow access to parking and businesses.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

13. Consideration and approval of a Resolution approving the Village Board of Trustees 2021 Amended Meeting Schedule – Trustee Dominiak moved, seconded by Trustee Pedersen, to approve **Resolution No. 21-37** approving the Village Board of Trustees 2021 Amended Meeting Schedule.

Trustee Pierce said he is unable to attend tonight due to work. He commented that he has worked hard over the last 20 years to attend the meetings, and attend remotely when unable to attend

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in person. He will still attend meetings however possible, but a shift to the dates are detrimental to his physical attendance at meetings. He said although the Zoom platform makes it easier to attend remotely, he will still vote no on this matter due to the impact it has on him and the promises and obligations he accepted when he ran for office. Trustee Macek expressed concern about this becoming a habit, and said traditionally meetings were opposite days from the Lions Club and Rescue Squad. He doesn't know why we are changing the meetings, and added that he would like a time limit for Trustees attending remotely that may have a poor connection to avoid making the rest of the board wait. Trustees Pedersen and Bluthardt have no objection to the change or attendance via zoom. Trustee Burman commented on public perception of remote attendance, connection issues that may delay meetings, and said she doesn't know the reason for moving the meetings and will vote no. Trustee Dominiak has no issue with the change. Trustee Pedersen said everyone has a responsibility to support themselves and their family and would want the Board to be able to call in and attend the meeting via Zoom when necessary.

Mayor Gartner clarified that he requested the amendment to the schedule for a number of reasons, and that he wanted consistency to have meetings the same day of the week. This also gives staff additional time to get everything together for the meeting, and allows more timely action when there are two regular business meetings each month.

Upon roll call, the vote was:

YES: 4: Macek, Pedersen, Bluthardt and Dominiak.

NO: 2: Pierce, Burman.

ABSENT: 0.

THE MOTION CARRIED.

14. Consideration and approval of a Resolution accepting the proposal from Albrecht Development Group to rebuild the Main Street Deck in the amount of \$32,655 – Trustee Dominiak moved, seconded by Trustee Bluthardt, to approve **Resolution No. 21-38** accepting the proposal from Albrecht Development Group to rebuild the Main Street Deck in the amount of \$32,655.

Trustee Macek asked if it was going to be different than the current deck and handicapped accessible. Administrator Keim responded that it will not have switchbacks and ramps, but will be one level being a flat surface.

Trustee Bluthardt asked if supply costs were considered. Administrator Keim was told by contractor that materials are accessible at this time, but he needs board approval to order them. It's possible one color is more accessible than another, but any drastic price differences will come back to the board.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

15. Consideration and approval of a Resolution approving a façade grant for 896 Main Street in the amount of \$29,175 – Trustee Macek moved, seconded by Trustee Pedersen, to approve **Resolution No. 21-39** approving a façade grant for 896 Main Street in the amount of \$29,175.

Director Garrigan provided an overview of the façade grant request as reviewed at the previous Committee of the Whole Meeting. The applicant did initiate work, and staff were provided with photos

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on progress to date. Some work has not yet been completed including millwork, trim, and a new door. Questions were raised regarding the detail of the invoice as it relates to materials and painting of the building. Staff believes the proposed façade grant is consistent with façade guidelines, and commented that all invoices have to be submitted prior to any payments and are subject to staff review.

Trustee Pierce is very pleased with the outcome of this and thinks it looks wonderful. In the future, he would like to approve façade grants prior to work being done. All trustees agreed the improvement is attractive and they took an old building and made it look better.

Trustee Dominiak asked about the project costs and would like to see a revision to the resolution to include an amount “up to \$29,175”. Trustee Macek amended his motion and Trustee Pedersen amended her second to approve **Resolution No. 21-39** approving a façade grant for 896 Main Street in the amount up to \$29,175 based on staff review of invoices.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

16. Consideration and approval of an Ordinance granting a special use to the Antioch Library located at 757 Main Street related to relief of setback and minimum parking requirements – Trustee Dominiak moved, seconded by Trustee Pedersen, to approve **Ordinance No. 21-06-14** granting a special use to the Antioch Library located at 757 Main Street related to relief of setback and minimum parking requirements, waiving the second reading.

Director Garrigan provided an overview of the request from the Library based on the approval of their referendum for an approximate 9,000 square-foot addition to include a children’s wing and a new wing which encroaches into the setback creating a 0 lot-line. He said the applicant is also seeking relief on the parking requirements for the additional 23 spaces. The Planning and Zoning Board was comfortable with the request. They will also be making some substantial façade improvements, and have requested an EMB sign.

Trustee Macek expressed concern with the parking requirements. Mr. Rick McCarthy from Studio GC discussed parking requirements, stating that Library parking requirements across the nation are all over the map and, in his experience, he has seen large variances in those parking requirements. As a consultant, they rely on experience from those who run the libraries, and don’t feel this will be a problem in Antioch. Ms. Jennifer Drinka commented on the walkability of the Library being in central downtown Antioch, decreasing the need for extensive parking. Trustee Macek commented that people will be more informed of events from their EMB sign they may have more attendance and parking may be an issue. Ms. Drinka said when they know of a larger event, they plan ahead for alternative parking.

Trustee Dominiak asked if the EMB sign fits the recently amended sign code. They agreed, at the Planning and Zoning Board meeting, that they would follow the new sign code and incorporate architectural elements. Director Garrigan said the applicant has not yet submitted a revised sign, and it will be reviewed administratively. Trustee Dominiak thanked the petitioner for meeting the standard and taking an extra step with the sign.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

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ABSENT: 0.
THE MOTION CARRIED.

17. Consideration and approval of a Resolution approving a site plan for the Antioch Library located at 757 Main Street - Trustee Dominiak moved, seconded by Trustee Pedersen, to approve **Resolution No. 21-40** approving a site plan for the Antioch Library located at 757 Main Street.

Director Garrigan reviewed the site plan for the 9,000 square-foot building with 2 additions along the front elevation. He discussed the walkway, sculptures, children's wing and the relocation of bike racks, and benches to Main Street. He added that there will be additional landscaping and will be greener and pedestrian friendly.

Trustee Pierce asked about sidewalk and right-of-way. Director Garrigan said there is a new pathway within the applicant's property line which will be pavers. The existing sidewalk along Main Street will continue to remain and will be unchanged.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

18. Consideration and approval of an Ordinance amending the Intergovernmental Agreement establishing the Solid Waste Agency of Lake County, Illinois – Trustee Pedersen moved, seconded by Trustee Dominiak, to approve **Ordinance No. 21-06-15** amending the Intergovernmental Agreement establishing the Solid Waste Agency of Lake County, Illinois, waiving the second reading.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

19. Consideration and approval of an Ordinance Repealing Section 1-5-12 of the Municipal Code of Antioch regarding Legislative Counsel – Trustee Bluthardt moved, seconded by Trustee Burman, to approve **Ordinance No. 21-06-16** repealing Section 1-5-12 of the municipal code of Antioch regarding Legislative Counsel, waiving the second reading. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

20. Consideration and approval of a Resolution relating to participation of Elected Officials in the Illinois Municipal Retirement Fund (IMRF) – Trustee Pedersen moved, seconded by Trustee Bluthardt, to approve **Resolution No. 21-41** relating to participation of Elected Officials in the Illinois Municipal Retirement Fund (IMRF).

Trustee Pierce thought this was already in place and asked why this resolution is being considered. Clerk Romine explained that the number of hours required to participate in IMRF had changed to 1,000 from 600 hours when it was originally approved.

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Trustee Macek asked how the 20 hours/week are documented. Administrator Keim replied that IMRF would be the auditing agency. It is ultimately up to the Mayor to document his participation and prove the hours worked, and is up to IMRF to accept the documentation.

Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

VII. Administrator's Report

Administrator Keim discussed the activities on the property at the northeast corner of Main and Orchard with fabric placed along the fence and the removal of some fabric for sight distance improvements. He has seen some more deterioration of the culvert, and thinks it is prudent to do some stabilization efforts near the sidewalk and Route 83, and has asked public works to look into a solution. Administrator Keim said this work can be done by public works and the ideal time is during dry weather. The Board may contact Administrator Keim with any questions. They have done some exploratory digging and published a request for proposals for an environmental and engineering consultant.

VIII. Village Clerk's Report

1. ILEPA Annual Facility Inspection Report for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4) – Clerk Romine advised the Board that one of the annual tasks recommended by the IEPA and included in the Village of Antioch Stormwater Management Protection Plan is to present this annual report at a public meeting. No action is required, and questions on the report may be directed to the Village Administrator.

IX. Trustee Reports

Trustee Pierce commented that Commander Johnson is celebrating 20 years of service with the Village Police Department along with Officer Tim Lynch. He reports on body cameras, and said the Chief met with a homeowners association recently, and he would like to extend offer to other associations to request the Antioch Police Department to attend those meetings.

Trustee Pedersen reviewed the email regarding the pending retirement of Finance Director McCarthy and said staff is working on her replacement.

Trustee Bluthardt hoped to have a more detailed report on recent redistricting approved by the state, and said Antioch will be down to 1 State Representative and 1 State Senator. He will provide more information later as it is received.

Trustee Burman asked for a general consensus from the Board on the 4th of July parade, and asked the if they would be open to a combined smaller float for the board to use during the parade.

Trustee Dominiak reported on the recent Planning and Zoning Board meeting and discussion regarding their input to the board for improved code enforcement. She said they also requested updates from the Board on reasons their recommendations may have been reversed or rejected. Trustee Dominiak asked if the police department can help with enforcement of noise on Main Street during outdoor dining. Commander Johnson said they can look into it. Trustee Dominiak also asked for update at the next meeting regarding weight limits on Lake Street.

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X. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – property - Trustee Dominiak moved, seconded by Trustee Pedersen, to enter executive session at 9:11 for property acquisition, probable and pending litigation. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Trustee Dominiak moved, seconded by Trustee Pedersen, to exit executive session 10:24 pm with no action taken. Upon roll call, the vote was:

YES: 6: Pierce, Macek, Pedersen, Bluthardt, Burman and Dominiak.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

XI. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned 10:25 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk