

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES – REGULAR MEETING
Village of Antioch, Lake County, Illinois
Municipal Building: 874 Main Street, Antioch, IL 60002
November 30, 2022**

I. CALL TO ORDER

Mayor Gartner called the November 30, 2022 regular meeting of the Board of Trustees to order at 6:31 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL 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, Macek*, Pedersen, Bluthardt, Burman and Dominiak. Also present were Mayor Gartner, Administrator Keim, Attorney Vasselli and Clerk Romine.

**indicates attendance via Zoom*

IV. Absent Trustees Wishing to Attend Remotely

There were no objections to Trustee Macek attending remotely.

V. Mayoral Report

Mayor Gartner acknowledged Pearl Harbor Remembrance Day on December 7 and thanked Trustee Pierce, and those helping for their upcoming participation Saturday evening at the Sailor's dinner.

Citizens Wishing to Address the Board

Mr. Jerry Bingold, Antioch resident and Vice President of the Oakwood Knolls Property Owners Association (OKPOA), said their association has been made aware of a safety situation in the channel and lagoon that drains into Cross Lake. He said they have quick mud at the bottom of the channel, including the Village's 60-foot culvert. He asked all residents to refrain from using those areas for recreational purposes until they are able to remedy the situation. He expressed concern for public safety and is informing the community of the danger.

Mr. Warren Nielsen, Antioch resident, addressed the board regarding concerns related to the potential recovery facility, and said he is not sure his concerns regarding the facility were addressed or relayed to the Planning and Zoning Board after speaking with staff. He asked about the frequency of meetings, hours of operation, police presence, ground maintenance, and other concerns related to the facility. He said the proposed location is a residential, quiet community, and expressed concern with traffic, and people that may change the character of the community.

VI. Consent Agenda

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

- 1. Approval of the November 9, 2022 Regular Meeting Minutes as presented.**
- 2. Approval of a Resolution approving the 2023 Meeting Schedule – Resolution No. 22-83**

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

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VII. Regular Business

3. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$1,999,473.35 – Trustee Pedersen moved, seconded by Trustee Bluthardt, to approve payment of accounts payable in the amount of \$1,999,473.35. Administrator Keim stated that \$1.6 million of the Accounts Payable is for bond payments. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

4. Consideration and approval of an Ordinance Granting a Special Use Permit for a Planned Unit Development to operate a Recovery Center at 466 W. IL Route 173, Antioch, Illinois – Trustee Dominiak moved, seconded by Trustee Bluthardt, to approve Ordinance No. 22-11-59 granting a Special Use Permit for a Planned Unit Development to operate a Recovery Center at 466 W IL Route 173.

Director Garrigan provided an overview of the request, and the unanimous recommendation from the Planning and Zoning Board. He said the property has historically been a church, and the applicant is proposing a special use for the operation of a recovery club. He reviewed the hours of operation, meeting schedule, approximate attendees at the meetings, parking and lighting and photometrics. The applicant has agreed that there will be no overnight stays by members of the recovery club.

Mr. Bill Lamb, President of the Antioch Recovery Club, discussed their current location, and the limited calls to their current facility. He said their facility helps people recover, and there will be no signs or overnight stays. He said members are respectful and they are no louder than a church. He doesn't feel that what they are proposing is out of line.

Trustee Pierce expressed concerns with parking, lighting and the lighting affecting lower adjacent properties. He related that he received phone calls regarding the notification process from the Village. Although he is a firm believer in recovery, he is concerned with the location of the club.

Trustee Pierce moved, seconded by Trustee Pedersen, to refer this item back to the Planning and Zoning board for further review of parking, lighting, and resident notification.

Trustee Macek agrees that there was not proper notification and discussed the proposed location of the club.

Trustee Pedersen said she asked Director Garrigan to send her a copy of the letter that was sent to residents. She commented that Mr. Nielsen stated he didn't feel as though he was heard during the public hearing and that's why she feels it should go back to Planning and Zoning.

Trustee Bluthardt asked staff to explain the proper procedure for notifications. Director Garrigan said the applicant has a requirement to provide notification with a minimum of 15-30 days to properties within 250 feet of the site per state statute. The list of properties was checked by the GIS department, and he has a certified listing of all properties within 250 feet that received the notice. He stated that the applicant adhered to state statute. All normal procedures for notification were followed.

Director Garrigan read aloud the letter provided to nearby residents and discussed notification protocols.

Trustee Dominiak discussed the contents of the letter, which she said clearly states the requested use. She asked if it was a typical type of letter sent for these types of hearings. Director Garrigan responded that staff provides this standard language to all of their applicants. Trustee Dominiak confirmed that the notification followed Village ordinances and state statute, that the letter contained what is typically provided in such notice, and that it was voted upon unanimously by the Planning & Zoning Commission. She asked if the board could

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address their concerns about parking or lighting without remanding back to the Planning and Zoning Board. Director Garrigan confirmed that was all true.

Trustee Pedersen said she doesn't think the letter was specific enough to notify neighboring property owners on what a Recovery Club does. She commented that she was at the Planning and Zoning Board meeting where they spoke about the different addictions they help with, and said that was not included in the notice provided to neighboring property owners.

Trustee Bluthardt commented that it appears as though all proper procedure was followed, and is against tabling the item.

Trustee Burman said people need to know exactly what is going on and commented on the possibility of the notification being vague and suggested it specifically address the types of addictions the club helps with. She agreed that it should go back to Planning and Zoning.

Trustee Dominiak stated that she is not in favor of sending this back to the Planning and Zoning Board.

The Village attorney will work with staff on what is required and make sure the board sees it before it goes out.

Upon the motion to remand **Ordinance No. 22-11-59** Granting a Special Use Permit for a Planned Unit Development to operate a Recovery Center at 466 W. Il Route 173, Antioch, Illinois, to PZB, the vote was:

YES: 4: Pierce, Macek, Pedersen and Burman.

NO: 2: Bluthardt and Dominiak.

ABSENT: 0.

THE MOTION CARRIED.

5. Consideration and approval of a Resolution Authorizing the Village Administrator to execute a contract with Hitchcock Design Group to develop a Parks Master Plan for the Village of Antioch in the amount of \$47,200– Trustee Pierce moved, seconded by Trustee Pedersen to approve **Resolution No. 22-84** Authorizing the Village Administrator to execute a contract with Hitchcock Design Group to develop a Parks Master Plan for the Village of Antioch in the amount of \$47,200.

Director Quilty presented the proposal to help develop a Parks Master Plan. Trustee Pedersen commented that this group was by far and away the best group for the project. Director Quilty added that they will assist with grants.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

6. Consideration and approval of a Resolution to approve the determination of the amounts of money estimated to be necessary to be raised by taxation for the year 2022 (collected in 2023, FY 2024) upon the taxable property in the Village of Antioch pursuant to Section 18-60 of the Truth in Taxation Law – Trustee Bluthardt moved, seconded by Trustee Pierce, to approve **Resolution No. 22-85** to approve the determination of the amounts of money estimated to be necessary to be raised by taxation for the year 2022 (collected in 2023, FY 2024) upon the taxable property in the Village of Antioch pursuant to Section 18-60 of the Truth in Taxation Law.

Director Torres discussed the Resolution providing an estimate of the proposed tax levy, and stated there will be a hearing for the Levy in order to capture new construction or additional properties taxed in the Village.

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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.

7. Consideration and approval of a Resolution accepting the Annual Comprehensive Financial Report for the Fiscal Year Ending April 30, 2022 – Director Torres introduced Courtney Mohr and Kevin Cavanaugh from Lauterbach & Amen.

Ms. Courtney Mohr thanked Finance Director Torres and her staff for their assistance in preparing the audit. She said the Village has received the GFOA certificate of achievement award, which they have received every year since 2006. She reviewed the audit report, including revenues and expenditures, financial statements, and the management letter.

Trustee Pedersen moved, seconded by Trustee Burman, to approve **Resolution No. 22-86** accepting the Annual Comprehensive Financial Report for the Fiscal Year Ending April 30, 2022. 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 a Resolution accepting the GASB 67&68 Actuarial Valuation for Fiscal Year ended April 30, 2022 and the Tax Levy Actuarial Valuation for Fiscal Year Ending April 30, 2023 for the Police Pension Fund – Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve **Resolution No. 22-87** accepting the GASB 67&68 Actuarial Valuation for Fiscal Year ended April 30, 2022 and the Tax Levy Actuarial Valuation for Fiscal Year Ending April 30, 2023 for the Police Pension Fund.

Mr. Kevin Cavanaugh of Lauterbach & Amen discussed the actuarial reports and the recommended contributions for the Police Pension Fund. He reviewed changes from previous years, including demographic and salary changes. He reviewed the rate of return for the pension fund, and risk management. He discussed minimum contribution calculations, and alternative and statutory minimum contributions. Mr. Cavanaugh summarized by showing a 5-year history and future recommended contributions.

Mayor Gartner clarified that the recommendation is to fund the pension at \$2.1 million. Director Torres recommended that the levy remain the same although there is a recommendation to reduce the amount from the actuary.

Trustee Pierce expressed concern with how much is contributed, and questioned if the recommendation to reduce the contribution is correct. Administrator Keim said it is all accounted for in the actuary assumptions, but he agrees not to reduce the contribution, and continue to contribute above what is required.

Director Torres commented on the amortization schedule, and said the purpose of the actuary report is to stay within the range. The 90% is not recommended by the Finance Director, but the Village can afford to keep it the same.

Trustee Bluthardt asked about the returns from the previous year, and how that compared to other agencies. Mr. Cavanaugh discussed the returns, confirming that the report for the Village of Antioch is what he would expect to see from a Village our size. Trustee Bluthardt is in favor of maintaining the current contributions.

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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.

9. Consideration and approval of a Resolution Authorizing the Village Administrator to execute an agreement with Williams Architects for Village Green – Trustee Pierce moved, seconded by Trustee Pedersen, to approve **Resolution No. 22-88** Authorizing the Village Administrator to execute an agreement with Williams Architects for Village Green.

Administrator Keim provided an overview of the proposal and recommendation to employ Williams Architects to design the building at the new park on the corner of Main and Orchard.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

VIII. Administrator's Report

No report.

IX. Village Clerk's Report

Clerk Romine announced that the petition filing period for the April 4, 2023 Consolidated Election will be December 12-19 at the Village Hall. The clerk's office will accept petitions from 8am until 4 pm Monday through Friday, and 8am-5pm on Monday, December 19.

X. Trustee Reports

Trustee Dominiak thanked those involved in making Small Shop Saturday successful, particularly Jim Moran, and business owners. She also thanked Fischer Paper for the donation of the shopping bags. She thought it was a terrific way to highlight businesses and was happy with the program. She also commented on the radio commercial for shop Antioch. She also commented on the previous action of the board on the Recovery Club.

XI. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 7:48 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk