

# APPROVED MINUTES

**VILLAGE OF ANTIOCH**  
**BOARD OF TRUSTEES – REGULAR MEETING**  
Village of Antioch, Lake County, Illinois  
Municipal Building: 874 Main Street, Antioch, IL 60002  
September 13, 2023

## **I. CALL TO ORDER**

Mayor Gartner called the September 13, 2023 regular meeting of the Board of Trustees to order at 6:31pm 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: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen. Also present were Mayor Gartner, Attorney Vasselli, Administrator Keim\* and Clerk Romine.

*\*indicates attendance via Zoom*

## **IV. Absent Trustees Wishing to Attend Remotely**

There were no Trustees attending remotely.

## **V. Mayoral Report –** Mayor Gartner introduced new Assistant Village Administrator Ashley Eccles.

**1. Promotion of Tim Lynch to Sergeant** - Mayor Gartner invited Chief Gutschow to provide an overview of Tim Lynch's service to the department. Clerk Romine administered the Oath of Office to Sergeant Lynch.

**2. Suicide Prevention Month, Childhood cancer awareness month** – Mayor Gartner recognized the importance of both causes, and the need to raise awareness.

**3. Appoint Jodi Klemm to the Park Board with a term ending 2025 –** Trustee Macek moved, seconded by Trustee Pierce to confirm the appointment of Jodi Klemm to the Park Board with a term ending 2025, Dave Olufs to the Park Board with a term ending 2026, and Elisabeth "Libby" Deichsel to the Park Board with a term ending 2028. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

*Following their appointments, Clerk Romine administered the oath of office to each park commissioner independently.*

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

Mr. John Draper, Victoria Street resident, raised concerns regarding parking on Victoria.

## **VI. Consent Agenda**

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

1. Approval of the August 23, 2023 Regular Meeting Minutes as presented.
2. Approval of a Resolution Authorizing Trick-or-Treat hours - *Resolution No. 23-50*
3. Approval of a Resolution authorizing the annual Christmas Parade and Tree Lighting to be held on Friday, November 24, 2023 - *Resolution No. 23-51*

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4. Approval of a Resolution granting a Special Event Liquor License for Antioch Chamber of Commerce Beer Walk and Street Tacos Event to be held October 14, 2023; waiving all fees - *Resolution No. 23-52*
5. Approval of a Resolution granting a Special Event Liquor License for Antioch Chamber of Commerce Champagne Walk and Brunch Event to be held November 4, 2023; waiving all fees - *Resolution No. 23-53*

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

### VII. Regular Business

**6. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$475,437.31** – Trustee McNeill moved, seconded by Trustee Burman, to approve payment of accounts payable in the amount of \$475,437.31. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**7. Consideration and approval of an ordinance approving and authorizing a Development Agreement by and between 15 Lakes LLC ad the Village of Antioch, Illinois (regarding 919 Main Street)**

*Mayor Gartner recused himself and left the board room at 6:48pm appointing Trustee Pierce as mayor pro-tem.*

Director Garrigan reviewed the development agreement, and the request for financial assistance in order to open a restaurant on Main Street. He discussed the clawback provision consistent with previous development agreements, and a letter was included from the fire district and architect related to the seating capacity of the restaurant.

Trustee Bluthardt asked if the amount was a percentage of the total cost, to which Director Garrigan responded it was. Attorney Vasselli asked that this be approved with minor changes so it can be funded through reimbursement rather than an up-front payment. Other amendments include lien waivers or sworn statements, and a disclaimer that the business improvement grant and façade grant are isolated into their own individual funds. Trustee Bluthardt does not want to put out money before a business opens, and asked to include a 100% reimbursement if they don't open. Attorney Vasselli responded they would be in breach of contract if they don't open. Trustee Bluthardt asked if there is a requirement that they have to be under construction or open by a certain date. Director Garrigan responded that it is not included but could be added. Trustee Bluthardt would like to require a provision with a set defined date of when they would be open. The applicant stated he remembers a 100% repayment if they close in the first year.

Trustee McNeill asked if there would be funds remaining if there is another application for a business grant. Director Garrigan responded that there are still other funds available.

Trustee Macek asked if an upgrade to sprinkle the building would be required, and if a credit rating was available. Director Garrigan said he will work closely with Fire District when the permit is issued, and the Village has not historically requested credit ratings from applicants in the past.

Trustee Pedersen asked if the Village has requested a FICA score before from other applicants. Director Garrigan responded they have not, and have historically achieved security through a UCC lien. Trustee Pedersen has no issues moving forward.

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Trustee Pierce said the FICO score was never required of any other applicant and doesn't want to discriminate against this applicant. He added that if it's determined that fire sprinklers will be required, it's an expense the applicant would have to pay above and beyond this. If they can't move forward with the permit there would be no distribution of funds. Director Garrigan added that the applicant did provide a financial statement which was reviewed. He also stated that staff has been supportive of this request, and approached this applicant from day one.

Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve **Ordinance No. 23-09-23** approving and authorizing a Development Agreement by and between 15 Lakes LLC and the Village of Antioch, Illinois (regarding 919 Main Street) with minor changes discussed this evening, waiving the second reading. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**8. Consideration and approval of a Resolution approving a façade grant for property located at 919 Main Street in the amount not to exceed \$68,893** – Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve **Resolution No. 23-54** approving a façade grant for property located at 919 Main Street in the amount not to exceed \$68,893.

Director Garrigan reviewed the request for a façade grant and the budgeted proposal. The applicant will restore brick and add windows to recreate the historic storefront. Director Garrigan added that the amount may be reduced depending on the condition of the brick. He discussed the remaining funds available for other façade grants, and an interested applicant on Lake Street

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

*Mayor Gartner returned to the meeting at 7:13pm.*

**9. Consideration and approval of a Resolution approving a site plan for Fire Station #1 at the property commonly known as 835 Holbek** – Trustee Macek moved, seconded by Trustee Bluthardt, to approve **Resolution No. 23-55** a site plan for Fire Station #1 at the property commonly known as 835 Holbek.

Director Garrigan reviewed the site plan for Fire Station #1 and addressed access, additions including bay doors and a patio area, and tree removal. Staff recommend approval of the site plan.

Chief Cokefair provided an overview of all of the improvements to be made, which is what was communicated during the referendum.

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**10. Consideration and approval of a Resolution approving a site plan for a pre-engineered metal structure at Fire Station #2 at the property commonly known as 700 Deep Lake Road** – Director Garrigan presented the site plan review for Fire Station #2. The applicant is in desperate need for a new storage facility, and have presented alternative site plans for the building. Since the code doesn't allow a metal

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building, they would need a variance in order to build the metal building. Both storage area options (brick and metal) will be approximately the same size and they are hoping to take both options to bid in October

Trustee Pedersen moved, seconded by Trustee Burman, to approve **Resolution No. 23-56** a site plan for a pre-engineered metal structure at Fire Station #2 at the property commonly known as 700 Deep Lake Road.

Director Garrigan reviewed the 2,400 square foot metal building. Based on the metal building, a variance would also be needed.

Trustee McNeill asked for an explanation of the hardship or guidance on why a variance should be granted. Director Garrigan said it's mostly due to a fiscal responsibility to the taxpayers. The Fire District was trying to take a conservative approach to the storage building. Since it's another taxing body, the Village was comfortable with the proposal, however would not normally approve two separate site plans for the same property.

Fire Chief Cokefair said the longevity would be about the same for both options, and the idea was to create a fiscally responsible plan to house the 2 old Stoughton fire trucks, off-season boats, golf cart and ATV. Preliminary costs show about a \$300,000 difference between the two options.

Trustees discussed size and cost differences between the buildings, and visibility from Deep Lake Road. Trustee Pierce said he struggles with the potential to change the character of the area which has brick buildings at the school and fire station. Chief Cokefair said the top is a textured metal, and the bottom is faux brick.

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**11. Consideration and approval of a Resolution approving a site plan for a brick structure at Fire Station #2 at the property commonly known as 700 Deep Lake Road** – Trustee Burman moved, seconded by Trustee Pedersen, to approve **Resolution No. 23-57** a site plan for a brick structure at Fire Station #2 at the property commonly known as 700 Deep Lake Road. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**12. Consideration and approval of an ordinance granting a variance to allow a pre-engineered metal structure for Fire Station #2 located at the property commonly known as 700 Deep Lake Road** – Trustee Pedersen moved, seconded by Trustee Burman, to approve **Ordinance No. 23-09-24** granting a variance to allow a pre-engineered metal structure for Fire Station #2 located at the property commonly known as 700 Deep Lake Road, waiving the second reading. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**13. Consideration and approval of a Resolution authorizing the Village Administrator or his designee to sign the proposal and execute an agreement with Municipal Well & Pump for repairs on Well #9 in an amount up to \$169,400** – Trustee Bluthardt moved, seconded by Trustee Burman, to approve

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**Resolution No. 23-58** authorizing the Village Administrator or his designee to sign the proposal and execute an agreement with Municipal Well & Pump for repairs on Well #9 in an amount up to \$169,400.

Director Heimbrodt reviewed the damage to the pump and failure of Well #9 and the request for proposals to repair and/or replace the well pump. He said the failure is unknown at this time, and won't be discovered until work begins. The amount could be less than the proposal, and conversations have just begun between staff and the insurer.

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**14. Consideration and approval of a Resolution authorizing a change order and costs associated with the Open Space Development at Main Street and Orchard Street related to relocation of utilities in the amount of \$450,205.54** – Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve **Resolution No. 23-59** authorizing a change order and costs associated with the Open Space Development at Main Street and Orchard Street related to relocation of utilities in the amount of \$450,205.54.

Administrator Keim reviewed the additional costs to bury the utilities at the open space development at Main and Orchard. He discussed the project budget, and \$250,000 was set aside for the utilities. He said staff has done their best to mitigate the costs of the utilities, and are still seeking credits, which will come later. Administrator Keim said this is a necessary component of the park project to bring the utilities underground.

Trustee Burman understands this is necessary, but was concerned with unforeseeable costs awhile back. She thinks the project will become a financial sinkhole and expressed concern with other unforeseeable costs in the future.

Trustee Bluthardt confirmed that \$250,000 was a placeholder for this item, so the actual additional amount above the budgeted amount is \$200,000. He asked Administrator Keim to look for ways in each line item to realize some savings to offset the unexpected costs. He commented that these prices are out of our control, and none of the utilities were willing to negotiate. Administrator Keim said he has had limited success in negotiating, but made every effort to lower costs. He was successful in saving \$30,000 with ComEd for a splice box. The AT&T cost is increased because other utilities (aside from AT&T) work together to bury the utilities, and AT&T is a fiber which requires more conduit.

Trustee Pierce said every project seems to have a 10% change over the life of the project. He always expected the cost to be more, and recommended looking to cut things out of other future projects.

Trustee Macek discussed the absence of a project manager, and increased costs for materials. He thinks this can get out of control if everything isn't bought today, and said everything should be pre-paid. Administrator Keim responded that everything in Boller's bid is a fixed cost, including line items, unit pricing, and they cannot come back asking for more money. They are required to anticipate escalation of prices.

Trustee Pedersen said nobody has a crystal ball, and these costs couldn't be anticipated, but the park needs to be done. She commented on the buried utilities on Main street, and said this is necessary for this park.

Mayor Gartner discussed the capital plan, projects, funding sources, and prioritizing those projects.

Trustee Burman spoke about other projects, and doesn't think things should be taken away from other projects to accommodate this project. She said the park is a want and other projects such as the new Public Works facility is a need.

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Trustee Pierce agrees Public Works is very important and said to look at what is being built there. Not take away the project, but find cost effective ways to get them into a new building.

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

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

Administrator Keim reported on construction to begin at the open space development including excavation, and said the project has gained momentum. He discussed the Orchard St. Closure, which has been extended another week. Trustee Pierce asked for better markings that the sidewalk is closed on Main.

Administrator Keim discussed the clarifier repair, and said they are currently working on the open items and an analysis to get the drive unit back online. Trustee Pierce asked staff to look into whether pictures were taken when the item was removed. Administrator Keim said they may have, but the damage wouldn't have been captured in a photo since it was the interior. Administrator Keim added that if there is an issue with an inferior product, it would be at the cost of the contractor to have an engineer analysis.

Administrator Keim discussed the quiet zone, and said Lake County has taken on the North Ave. project, and are working with the Railway and Canadian National. He said they still don't have timing of the construction work, but it is an emergency project at the county.

Administrator Keim concluded his report, stating the Village is still active with Visit Lake County and the road program will be commencing shortly.

Finally, he asked the Board about windows at the café building at the new park, and if they are interested in pursuing the sideways sliders like a drive through or accordion windows. There is about a \$20,000 addition if the board is interested. Staff will circulate photos to the board to gauge their interest.

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

Clerk Romine reported that she and Deputy Clerk Mateja attended a Lake County Municipal Clerks meeting today with County Clerk Anthony Vega.

## **X. Department Reports: Community Development, Finance, Police**

Director Garrigan discussed the Brown Road property, engineering improvements, and the potential Kia dealership. He said there has been interest and activity in the Brown LLC property, and staff had a great meeting with a potential developer for the Ploen property. Staff is working with the attorney on the 2 spike strips at that location. There is potential new façade for the Ellie's Deli building, and the Village is working with the owner of the Waste Management property, which will likely coming forward for an annexation. Director Garrigan said that staff is also working with an end user at the Antioch Corporate Park, and there are production builders interested in phase 4 of the Clublands subdivision. Staff has been coordinating with the new code enforcement officer, and had a positive, constructive meeting. Some additional perennials will be added to Toft Street. Director Garrigan concluded his report stating he had the opportunity to speak at the American Planning Association Conference, where he was able to highlight some positive things about Antioch.

Finance Director Torres said the audit went well, and staff expects a draft in the coming days. She discussed the capital planning process, and said she sees change orders in every other community she has worked. She updated the financial reports, and estimated numbers for projects that appear on the current spreadsheet will be added.

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Chief Guttschow acknowledged National Woman Police Officers Day. He reported that his commander is attending staff and command school, and the participation in this program completes the management staff training in this area. He discussed the implementation of the Safety Act, which involves new procedures for certain crimes, and is working to ensure the department is well equipped to handle these requirements. Chief Guttschow also provided an update on flock cameras.

Trustee Pierce asked about code enforcement, and asked to keep the board updated on code enforcement actions. Chief Guttschow discussed workflow processes to ensure a smooth line of communication.

### **XI. Trustee Reports –**

Trustee Pierce thanked Public Works for their work on the sidewalk on Ida. He asked for a status of the temporary cannabis trailer. Staff responded that is in process with the State of Illinois. They had a meeting with the architect, and making progress with IDOT for full access, and engineering is making progress. Trustee Pierce thinks it's a good time to work with the attorney to designate gambling money to be given toward the Police Department, and mental health and homeless care. He also thinks park improvements could be funded through cannabis taxes.

### **XII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 8:40 pm.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk