

APPROVED MINUTES

VILLAGE OF ANTIOCH
BOARD OF TRUSTEES – REGULAR MEETING
Village of Antioch, Lake County, Illinois
Municipal Building: 874 Holbek, Antioch, IL 60002
December 13, 2023

I. CALL TO ORDER

Mayor Gartner called the December 13, 2023 regular meeting of the Board of Trustees to order at 6:50 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

II. ROLL CALL

Roll call indicated the following Trustees were present: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen. Also present were Mayor Gartner, Acting Administrator Guttschow, Attorney Vasselli and Clerk Romine.

III. Absent Trustees Wishing to Attend Remotely

There were no Trustees wishing to attend remotely.

Mayor Gartner asked for a motion and a second to move the Committee of the Whole items to the beginning of the regular meeting, and to pull items 18-21 from this agenda.

Trustee Macek moved, seconded by Trustee Burman, to move the Committee of the Whole items to the beginning of the regular meeting, and pull items 18-21 from this agenda. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

COMMITTEE OF THE WHOLE

Citizens Wishing to Address the Board

Ms. Mary Dominiak, Antioch resident, thanked the board for fixing Landmark Way. She commended the Christmas parade this year, but said she noticed the Village Christmas decorations were not put up this year. She commented that the streets were not cleaned for shop small Saturday after the parade and hopes that can be addressed in the future. She discussed the crosswalk on Main Street, and a request to IDOT for a flashing signal, and asked the Village to help expedite that issue. She asked for the board to take action against Terry Upton's property on route 173 related to code violations. Finally, Ms. Dominiak added that the restaurant size requirement related to liquor licenses was reduced to help eliminate the number of betting parlors in town.

1. Approval of the November 29, 2023 Committee of the Whole meeting minutes as presented.

Trustee Bluthardt moved, seconded by Trustee Pedersen, to approve the November 29, 2023 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

2. Strand update on Open Space Redevelopment Project – Mr. Mike Jansen and Zach Simpson with Strand Associates provided an update on the Open Space Redevelopment Project. Mr. Jansen discussed the bidding process, contract changes, projected cost and progress on the project. He provided a snapshot of the current status of the project, and projection as of December 11, 2023. Mr. Simpson discussed the construction

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costs, change in conditions, owner changes, and cost saving revisions including Depot Street, lighting and electrical and furnishings.

Mr. Simpson said the first milestone was not met, but an extension was granted by DCEO.

Trustee Pierce is happy to hear we're on track and under contract at this time. He asked about Depot street, and what contributed to the large difference between milling and full reconstruction. Mr. Simpson replied that staff recommended the grades work with what exists on site, and it was able to be done without a full reconstruction. Trustee Pierce discussed the handicapped parking spaces, and shared ramp areas. Mr. Simpson will check into that. Trustee Pierce asked the Board to consider charging the users for the charging stations.

Mayor Gartner said most of the extras are related to subgrade materials that were unknown, and asked how far they are through the underground portion of the project. Mr. Simpson said they are approximately 90% through the underground work. Mayor Gartner asked if the clock tower would be moved, and Mr. Simpson said the clock is staying, but the surrounding sidewalk ramps need to be updated.

3. Veteran's Committee Presentation – Mayor Gartner announced that the Veteran's Committee will present at a future meeting.

4. Discussion regarding the 2024 Chamber of Commerce Events – Chamber Director Barbara Porch presented their request for the 2024 events. She said the Taste of Summer is back on the schedule, but without a carnival.

Trustee Macek discussed the added costs for police and public works to support these events, and asked if considerations were made for reimbursement, and if private security could be utilized.

Trustee Pierce asked if Trustee Macek means private security for all events or just the Taste of Summer. Trustee Macek said just large events. Trustee Pierce asked about other groups that have large events. Trustee Macek responded that other large groups that host events like the Chicken BBQ give money back to the Village. Trustee Pierce asked if the Taste of Summer date has changed. Mrs. Porch said the previously requested dates were based on a carnival, and the proposed date at this time is the usual date for the event.

Mayor Gartner asked the Board to consider a policy regarding charging costs for these events. Trustee Bluthardt asked Chief Guttschow if there were staffing issues with any of the events. Chief Guttschow responded that holding large events does puts a strain on resources.

This item will be placed on the next village board agenda for consideration.

5. Presentation from Placer related to business analytics – Business Development Manager Mark Sural presented the opportunity available to the Village through Placer data. Mr. Jeremy O'Neill and Ryan Denisi from Placer provided an overview of the product, and data related to the demo done for the Village of Antioch. Mr. Denisi presented the subscription inclusions and costs.

Trustee McNeill asked if the Village is responsible for manipulating the data, or if the program designs reports. Mr. Sural responded that there are reporting capabilities based on the request for information. He sees benefits through analyzing business uses, and seeing what parks are most utilized. He discussed how Fox Lake uses this program to help the businesses in town and has become a resource for them.

Trustee Pierce discussed previous marketing studies done by Village consultants. Mr. Sural discussed a previous report from Retail Solutions for \$8,000 which showed a snapshot, and reviewed the benefits of this program to get real time data. Trustee Pierce expressed concern with data mining. Mr. Denisi said actual transactions and financial data are not captured.

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Trustee Macek is interested in seeing the contract, and expressed concern with ads and text messages to specific IP addresses. He expressed further concern with the tracking of phones and the potential for abuse. Mr. Sural said there is no personal information gathered.

Trustee Pedersen said ads happen regardless of where you go. She said technology is going forward, and we should probably go with it.

Trustee Burman asked about the demo at the laser light show. Mr. Sural said that data was already out there, which Placer pulled for the purpose of this demo. Trustee Bluthardt said the data is currently being collected, but this program allows access to that data when we sign up for a subscription.

Mr. Sural will send the contract to the board, and this item will be placed on the next Village Board agenda for consideration.

Trustee Bluthardt moved, seconded by Trustee Burman to adjourn the Committee of the Whole meeting. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

REGULAR MEETING

I. CALL TO ORDER

Mayor Gartner called the December 13, 2023 regular meeting of the Board of Trustees to order at 8:03 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

II. ROLL CALL

Roll call indicated the following Trustees were present: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen. Also present were Mayor Gartner, Acting Administrator Guttschow, Attorney Vasselli and Clerk Romine.

III. Absent Trustees Wishing to Attend Remotely

There were no Trustees wishing to attend remotely.

IV. Mayoral Report

Mayor Gartner acknowledged the upcoming Christmas and New Years holidays.

Citizens Wishing to Address the Board

There were no citizens wishing to address the board at this time.

V. Consent Agenda

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

- 1. Approval of the November 29, 2023 Regular Meeting Minutes as presented.**
- 2. Approval of a Resolution approving the 2024 Meeting Schedule – Resolution No. 23-81**

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

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VI. Regular Business

3. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$3,007,180.68 – Trustee Pedersen moved, seconded by Trustee McNeill, to approve payment of accounts payable in the amount of \$3,007,180.68.

Acting Administrator Guttschow provided an overview of the larger payments for debt service related to the treatment plant, \$6k to Boller for the open space project, and engineering services related to the road program.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

4. Consideration and approval of a Resolution authorizing the Acting Village Administrator to Acquire for the Public Works Department (5) Ford Trucks from Sutton Ford for a total of \$240,723 utilizing the Northwest Municipal Conference Suburban Purchasing Cooperative - Trustee Pedersen moved, seconded by Trustee Burman, to approve **Resolution No. 23-82** authorizing the Acting Village Administrator to Acquire for the Public Works Department (5) Ford Trucks from Sutton Ford for a total of \$240,723 utilizing the Northwest Municipal Conference Suburban Purchasing Cooperative.

Director Heimbrodt presented his request for additional fleet vehicles, stating that delivery won't be until summer/fall of 2024. He added that his is a shift from what was originally expected to purchase, and below the original amount.

Trustee Pierce asked if they were replacing 5 vehicles. Director Heimbrodt said they are not adding to the fleet, but replacement of the absolute worst vehicles. He said they still have older vehicles with high mileage.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

5. Consideration and approval of an Ordinance designating 977 Main Street as an individual Historic Landmark – Trustee Pedersen moved, seconded by Trustee Macek, to approve **Ordinance No. 23-12-36** designating 977 Main Street as an individual Historic Landmark, waiving the second reading.

Director Garrigan presented the first individual landmark, which went before the Historic Preservation Commission and was unanimously recommended for approval. He said this is the oldest existing building in Antioch, and is currently owned by the Historical Society. He discussed the findings of fact required by the historical preservation ordinance, stating that only one standard needs to be met to be designated as a landmark, but this building met all 3 standards.

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Trustee Macek moved, seconded by Trustee Pierce, to consolidate the following agenda items into one item for approval:

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6. Consideration and approval of an Ordinance providing for the Levy of Taxes for the fiscal year beginning May 1, 2023 and ending April 30, 2024

7. Consideration and approval of an Ordinance abating the tax levied for the year 2023 to pay the principal of and interest on \$1,830,000 General Obligation Refunding Bonds (Utility Tax Alternate Revenue Source) Series 2019

8. Consideration and approval of an Ordinance abating the tax levied for the year 2023 to pay the principal of and interest on \$4,095,000 General Obligation Bonds (Alternate Revenue Source) Series 2017

9. Consideration and approval of an Ordinance abating the taxes levied for the year 2023 to pay the principal of and interest on \$7,065,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2021 of the Village of Antioch, Lake County, Illinois

10. Consideration and approval of an Ordinance abating the taxes levied for the year 2023 to pay the principal of and interest on \$20,680,000 General Obligation Refunding Bonds (Business District(s) Sales Tax Alternate Revenue Source), Series 2022 of the Village of Antioch, Lake County, Illinois

11. Consideration and approval of an ordinance for Village of Antioch, Illinois Special Service Area Number One Approving Administrative Report and Special Tax Roll for Levy Year 2023 and Abating Special Service Area Taxes

12. Consideration and approval of an ordinance for Village of Antioch, Illinois Special Service Area Number Two Approving Administrative Report and Special Tax Roll for Levy Year 2023 and Abating Special Service Area Taxes

Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Trustee Pierce moved, seconded by Trustee Macek, to approve the consolidated agenda items 6-12, 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 to enter into an agreement with Arthur J. Gallagher Risk Management Services, Inc. to provide Property, Casualty, Liability, Workman's Compensation and related insurances not to include Employee Health Insurance in the amount not to exceed \$671,579- Trustee Pedersen moved, seconded by Trustee McNeill, to approve Resolution No. 23-83 authorizing the Acting Village Administrator to enter into an agreement with Arthur J. Gallagher Risk Management Services, Inc. to provide Property, Casualty, Liability, Workman's Compensation and related insurances not to include employee Health Insurance in the amount not to exceed \$671,579.

Trustee Pierce asked for a clarification on cyber security. Assistant Administrator Ashley Eccles discussed the option for the additional \$2 million umbrella which is an additional \$25k in premium, and the option for a standalone cyber policy in the amount of \$13k. If the standalone option is not selected, the cyber coverage previously provided under the general liability will be in effect. Trustee Macek said the standalone policy will provide broader coverage. He also asked for a policy on the wind hail deductible, as well as an additional standalone policy for gap coverage.

Mr. Cal Pierce of Arthur J. Gallagher Risk Management Services discussed the proposed gap coverage, stating that Liberty Mutual has no programs in place. Other carriers provided options for the gap coverage ranging in costs from approximately \$300,000-\$500,000 in premium.

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Mayor Gartner asked if there were a fee and commission being received by Gallagher. Mr. Cal Pierce responded that there is only a flat fee, but there are some commissions built into the ancillary lines of coverage.

Trustee Pierce opined that he doesn't feel we're getting fair pricing, and expressed concern with timing of the renewal. He asked if there is an early termination clause or if we are committed for the whole year. Mr. Cal Pierce responded that it is a one year contract. Mr. Miles Shepp from Gallagher commented on the wind-storm buy down coverage, stating that it is going at market rate. Gallagher went to a secondary market to find this coverage. Mr. Shepp added that their fee is extremely reasonable and competitive.

Mayor Gartner discussed the rising insurance costs, and the option for a municipal insurance pool which could reduce the rates. Trustee Macek discussed the current climate for insurance companies, reinsurance, and current trends for the insurance industry.

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 an Ordinance regarding the Illinois Paid Leave for All Workers Act for the Village of Antioch, Lake County, Illinois – Trustee Bluthardt moved, seconded by Trustee McNeill, to approve **Ordinance No. 23-12-44** regarding the Illinois Paid Leave for All Workers Act for the Village of Antioch, Lake County, Illinois, 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.

15. Consideration and approval of a Resolution regarding the release and non-release of certain minutes of executive sessions – Trustee Pierce moved, seconded by Trustee Burman, to approve **Resolution No. 23-84** regarding the release and non-release of certain minutes of executive sessions. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

16. Consideration and approval of a Resolution authorizing the execution of a Temporary Employment Agreement between the Village of Antioch and Geoffrey Guttschow – Trustee McNeill moved, seconded by Trustee Burman, to approve **Resolution No. 23-85** authorizing the execution of a Temporary Employment Agreement between the Village of Antioch and Geoffrey Guttschow. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

17. 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 the Café Facility Design Changes in the amount of \$30,779.38 – Trustee McNeill moved, seconded by Trustee Bluthardt, to approve **Resolution No. 23-86** authorizing a change order and costs associated with the Open Space Development at Main Street and Orchard Street related to the Café Facility Design Changes in the amount of \$30,779.38.

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Director Heimbrodt discussed the change order which finalizes and authorizes the contractor to purchase the change in window and strike plates related to access for the building and mechanical room.

Trustee McNeill withdrew her motion withdrawn. There were no objections to withdrawal of the motion.

Trustee McNeill moved, seconded by Trustee Bluthardt, to approve the change order and costs associated with the nanawall café building in the amount of \$27,175.19. Upon roll call, the vote was:

YES: 4: Bluthardt, McNeill, Pedersen and Mayor Gartner.

NO: 3: Burman, Pierce and Macek.

ABSENT: 0.

THE MOTION CARRIED.

Trustee McNeill moved, seconded by Trustee Bluthardt, to approve the change order and costs associated with the electronic door strikes. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Items #18-21 related to easements and property rights were pulled from the agenda.

18. Consideration and approval of an Ordinance authorizing the acceptance and/or acquisition of an easement pursuant to an easement agreement for the Village of Antioch, Lake County, Illinois (Raymond Chevrolet) –

19. Consideration and approval of an Ordinance authorizing the acceptance and/or acquisition of an easement pursuant to an easement agreement for the Village of Antioch, Lake County, Illinois (Body Craft, Inc.) –

20. Consideration and approval of an Ordinance authorizing the acceptance and/or acquisition of certain property rights pursuant to an agreement for the Village of Antioch, Lake County, Illinois (Tractor Supply Company) –

21. Consideration and approval of an Ordinance authorizing the acceptance and/or acquisition of certain property rights pursuant to an agreement for the Village of Antioch, Lake County, Illinois (Kunes/KEL Properties, L.L.C.) –

VII. Administrator's Report

Acting Administrator Geoff Guttschow reported on the Quiet Zone, stating that there has been confirmation it is in full compliance. The railroad should be able to silence the horns within the next week. Typically quiet zones are certified for a period of 3 years, but he is unable to confirm that at this time. He also thanked the team for their work on the project. Acting Administrator Guttschow reported that there is a new project manager for Boller. He also reported that staff is working to finalize final pay application through JJ Henderson related to the clarifier. Staff is working on next years budget and working hard to establish timelines. Acting Administrator Guttschow said he has had meetings with stakeholders to address homelessness in the area. He is holding one-on-one meetings with department directors to assess operational effectiveness, and working on holiday videos with village staff. He provided an update on the agreement with school district 34 for the school resource officer. The district anticipates bringing it to their board this month and staff will bring it back to the Village Board in January. Acting Administrator Guttschow said they have finished up first season for golf carts, and staff experienced no traffic collisions or citations for golf cart violations. There were some warnings and contacts, and mostly educationally focused. He announced that he will be sworn in to executive board of IL Assoc Chiefs of Police. Shop with a Cop is scheduled for next Tuesday, December 19 at Raymond Chevy. Finally, Acting Administrator Guttschow acknowledged staff and thanked them for their help during this transition.

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VIII. Village Clerk's Report

None.

IX. Department Reports: Community Development, Finance, Police

Finance Director Torres reminded the board that the vacation payouts were completed, and accruals will begin again January 1. She discussed a meeting with Acting Administrator Guttschow regarding the budget process for next year and involving the board more in the process this coming year. Mayor Gartner will look into meeting dates in February to discuss the budget.

X. Trustee Reports

Trustee Pierce discussed the crosswalk on Main Street brought up earlier in the meeting, and agrees it is necessary, and recommended lights in the street as well. He mentioned the Christmas season, and encouraged residents to drive around and look at the lights, particularly in Oakwood Knolls.

Trustee Macek said he would like an ordinance drafted related to parking for electronic vehicles.

Trustee Pierce discussed the increased fine for handicapped parking, and communication with businesses to update the signs.

Trustee McNeill thanked Dennis in Public Works for adding Christmas décor and fixing the bathrooms.

EXECUTIVE SESSION – Trustee Pierce moved, seconded by Trustee Bluthardt, to enter executive session at 9:03 pm for litigation. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Trustee Pierce moved, seconded by Trustee Pedersen, to exit executive session at 9:20 with action taken. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

22. Consideration and approval of a Resolution authorizing the execution of a settlement agreement – Trustee Bluthardt moved, seconded by Trustee Pierce, to approve **Resolution No. 23-87** authorizing the execution of a Settlement Agreement. Upon roll call, the vote was:

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

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

XI. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 9:21 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk