

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES – REGULAR MEETING
Village of Antioch, Lake County, Illinois
Municipal Building: 874 Main Street, Antioch, IL 60002
January 10, 2024

I. CALL TO ORDER

Mayor Gartner called the January 10, 2024 regular meeting of the Board of Trustees to order at 8:38 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: Bluthardt, McNeill, Pierce*, Macek and Pedersen. Also present were Mayor Gartner, Acting Administrator Guttschow, Attorney Vasselli and Clerk Romine. Absent: Trustee Burman.

**indicates attendance via Zoom*

III. Absent Trustees Wishing to Attend Remotely

There were no objections to Trustee Pierce attending remotely.

IV. Mayoral Report

None.

Citizens Wishing to Address the Board

Ms. Mary Dominiak commented on the upcoming events, and the struggling businesses. She asked staff and the board to think about moving the event downtown in order to help support the local business.

V. Consent Agenda

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

1. **Approval of the December 13, 2023 Regular Meeting Minutes as presented.**
2. **Approval of a Resolution approving a building permit fee waiver in the amount of \$160,000 for a new Kia Dealership to be located at Route 173 and Brown Road – Resolution No. 24-01**

Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

VI. Regular Business

Mayor Gartner moved items 8, 9 and 15 up on the agenda for action

8. Consideration and approval of an Ordinance Granting Land Use Relief for the property located at 850 Highview Drive, Antioch, Illinois (Special Use Permit – Electronic Message Board Sign for W.C. Petty Elementary School)– Trustee Pedersen moved, seconded by Trustee Bluthardt, to approve **Ordinance No. 24-01-02** Granting Land Use Relief for the property located at 850 Highview Drive, Antioch, Illinois (Special Use Permit – Electronic Message Board Sign for W.C. Petty Elementary School), waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

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9. Consideration and approval of a Resolution Granting a Final Plat of Subdivision for property located at Savage Road and Miller Road in Antioch, Illinois (Clublands, Phase IV) – Trustee Bluthardt moved, seconded by Trustee McNeill, to approve **Resolution No. 24-04** Granting a Final Plat of Subdivision for property located at Savage Road and Miller Road in Antioch, Illinois (Clublands, Phase IV). Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

15. Consideration and approval of an Ordinance authorizing and approving an Economic Incentive Agreement by and between the Village of Antioch, Illinois and Raymond Chevrolet, Inc. (d/b/a Raymond Kia) – Trustee Pedersen moved, seconded by Trustee McNeill, to approve **Ordinance No. 24-01-05** authorizing and approving an Economic Incentive Agreement by and between the Village of Antioch, Illinois and Raymond Chevrolet, Inc. (d/b/a Raymond Kia), waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

3. Consideration and approval to ratify payment of the December 27, 2023 accounts payable as prepared by staff in the amount of \$1,010,046.32 – Trustee Bluthardt moved, seconded by Trustee McNeill, to ratify payment of the December 27, 2023 accounts payable in the amount of \$1,010,046.32. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

4. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$2,354,514.58 – Trustee Bluthardt moved, seconded by Trustee McNeill, to approve payment of accounts payable in the amount of \$2,354,514.58. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

5. Consideration and approval of a Resolution approving the purchase of Placer software for the use of business development for business analytics for a one-year (12 month) period starting January 15 of 2024- Trustee Pedersen moved, seconded by Trustee Bluthardt, to approve **Resolution No. 24-02** approving the purchase of Placer software for the use of business development for business analytics for a one-year (12 month) period starting January 15 of 2024.

Trustee Macek asked for the end use of the data which is collected. Mr. Mark Sural, Business Development Manager, responded that there is no acquisition of IP addresses, but the data will help to establish patterns of movement within the Village. It will also help give businesses information on where people may go after an event and help identify what can be brought into our community that is being utilized outside of Antioch. Mr. Sural said the data could help sway businesses into being open during events. Trustee Macek talked about additional marketing expenses that may be realized as a result of this data. Mr. Sural responded that there is already an established marketing budget, but this software will help to make sure it's spent efficiently. Trustee Macek expressed concern with potential abuse of data.

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Trustee Pierce also has concerns, and is willing to do one year with specific safeguards in place. He expressed concern with it becoming a source of data for businesses.

Trustee Pedersen confirmed that this information is being collected anyway, and thinks this information could be very valuable to the Village. She thinks we need to utilize this software and try it for a year.

Trustee Bluthardt said investments are being made to attract people and businesses, and this is an additional tool to give staff the data they could use to help convince businesses to locate to Antioch. He is willing to try it for one year to see how it can be used as a resource for staff.

Upon roll call, the vote was:

YES: 4: Bluthardt, McNeill, Pierce and Pedersen.

NO: 1: Macek.

ABSENT: 1: Burman.

THE MOTION CARRIED.

6. Consideration and approval of a Resolution approving the 2024 Special Events Dates Sponsored by the Antioch Chamber of Commerce – Trustee Pedersen moved, seconded by Trustee McNeill, to approve **Resolution No. 24-03** approving the 2024 Special Events Dates Sponsored by the Antioch Chamber of Commerce. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

7. Consideration and approval of an Ordinance correcting a scrivener's error in Ordinance No. 22-07-40 for the Village of Antioch, Illinois – Trustee McNeill moved, seconded by Trustee Pedersen, to approve **Ordinance No. 24-01-01** correcting a scrivener's error in Ordinance No.22-07-40 for the Village of Antioch, Illinois, waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

10. Consideration and approval of a Resolution approving a letter of engagement with HMI, Inc for the completion of a hotel market study for the Village of Antioch for a total sum of \$9,000 including a \$4,500 retainer – Trustee McNeill moved, seconded by Trustee Bluthardt, to approve **Resolution No. 24-05** approving a letter of engagement with HMI, Inc for the completion of a hotel market study for the Village of Antioch for a total sum of \$9,000 including a \$4,500 retainer. Upon roll call, the vote was:

YES: 4: Bluthardt, McNeill, Pierce and Pedersen.

NO: 1: Macek.

ABSENT: 1: Burman.

THE MOTION CARRIED.

11. Consideration and approval of a Resolution authorizing the execution of a contract with Gov HR providing for the recruitment of a new Village Administrator for an amount not to exceed \$24,500 – Trustee Bluthardt moved, seconded by Trustee McNeill, to approve **Resolution No. 24-06** authorizing the execution of a contract with GovHR providing for the recruitment of a new Village Administrator for an amount not to exceed \$24,500.

Trustee Pierce commented that he thinks we vote this in and put it in place immediately whether or not there are other potential candidates interested.

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Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

12. Consideration and approval of an Ordinance approving and adopting amendments to the Employee Handbook for the Village of Antioch, to include Martin Luther King Jr. Day as a paid Holiday – Trustee Pedersen moved, seconded by Trustee McNeill, to approve **Ordinance No. 24-01-03** approving and adopting amendments to the Employee Handbook for the Village of Antioch, to include Martin Luther King Jr. Day as a paid holiday, waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

13. Consideration and approval of an ordinance amending the Antioch Village Code regarding the Loading and Unloading of passengers within the Village of Antioch, Illinois – Trustee Macek moved, seconded by Trustee McNeill, to approve **Ordinance No. 24-01-04** amending the Antioch Village Code regarding the Loading and Unloading of passengers within the Village of Antioch, Illinois, waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

14. 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*) – Trustee Bluthardt moved, seconded by Trustee McNeill, to approve **Ordinance No. 23-12-45** authorizing the acceptance and/or acquisition of an easement pursuant to an easement agreement or the Village of Antioch, Lake County, Illinois (*Raymond Chevrolet*), waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

16. Consideration and approval of an Ordinance authorizing the Acting Village Administrator to Sell, Salvage or Otherwise dispose of Equipment – Trustee McNeill moved, seconded by Trustee Pedersen, to approve **Ordinance No. 24-01-06** authorizing the Acting Village Administrator to Sell, Salvage or Otherwise Dispose of Equipment, waiving the second reading. Upon roll call, the vote was:

YES: 5: Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 1: Burman.

THE MOTION CARRIED.

VII. Administrator's Report

Acting Administrator Geoff Guttschow reported on the shop with a cop event last month, which hosted 50 children and was very successful. He said they are currently initiating testing for entry level police officer applicants. He reported they are also seeking a part-time CSO position. He acknowledged former CSO Remington Page for his service to the Village. Acting Administrator Guttschow updated the Board on the open space project, and the slowing of the project due to their winter schedule. He asked the board to consider if they want to restrict the naming contest to residents of 60002 or just Village residents. He said staff is currently working on the budget, and hopes to be able to present the budget to the board at a special meeting.

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Staff is exploring the potential to engage an owners rep for through a RFQ process for the new Village Hall and Public Works Facility. He said we are currently working with legal on an ordinance related to EV parking, and also discussed communication regarding handicapped parking. Related to the downtown IDOT crossing, Public Works has been in contact with IDOT regarding the standards and requirements they have; and have estimated the cost just for the equipment itself is roughly \$10k. This does not include installation and ancillary costs. He reported that a letter was sent to the property owner at Route 173 east of Grimm Road regarding code violations. In the coming weeks Pubic Works will be working on a security door for the front office. Trustee Pierce asked when Groot's contract expires. Mayor Gartner responded that it ends in 2027. Trustee Pierce expressed concern that their service has declined and wants to look at their contract. He further discussed leaf vacuuming and a contest for the Village of Antioch flag.

VIII. Village Clerk's Report

Clerk Romine advised Board members that she will be sending out potential dates for the budget meeting in February.

IX. Department Reports: Community Development, Finance, Police

Community Development Director Garrigan reported on pending development at the Marketplace property. He discussed a new potential development on Route 59, and said staff is working with Lennar homes on their product for Clublands Phase IV, and said the standards are consistent with Clublands guidelines. Director Garrigan said staff has been working on some visioning of what is appropriate for the current site of Village Hall. He reported on the solar farm, which will be coming before the Board potentially the first meeting in February.

Finance Director Torres discussed the budget process for next year and involving the Board more in the process this coming year. She asked the Board to let her know if there are any budget items the Board would like. She added that the Village needs to have ARPA funds obligated by the end of the year.

X. Trustee Reports

Trustee Bluthardt asked to have an item added to the agenda related to the funds receiving from the dispensary, and whether the Board would agree to earmark some of those funds for parks and police. Mayor Gartner asked to add the park coop discussion to a future COW for discussion.

EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – The Mayor and Board of Trustees did not go into executive session.

XI. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 9:28 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk