

# APPROVED MINUTES

**VILLAGE OF ANTIOCH**  
**BOARD OF TRUSTEES – REGULAR MEETING**  
Village of Antioch, Lake County, Illinois  
Municipal Building: 874 Main Street, Antioch, IL 60002  
February 26, 2024

## **I. CALL TO ORDER**

Mayor Gartner called the February 26, 2024 regular meeting of the Board of Trustees to order at 5:02 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 Trustee 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, Acting Administrator Guttschow, Attorney Vasselli and Clerk Romine.

*\*indicates attendance via Zoom*

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

There were no Trustees wishing to attend remotely.

## **V. Mayoral Report**

None.

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

None.

## **VI. Consent Agenda**

Trustee Pierce moved, seconded by Trustee McNeill, to remove item #2 from the consent agenda. 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 McNeill, to approve the following consent agenda items as presented:

- 1. Approval of the February 14, 2024 Regular 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.**

## **VII. Regular Business**

**1. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$1,296,155.58** – Trustee McNeill moved, seconded by Trustee Bluthardt, to approve payment of accounts payable in the amount of \$1,296,155.58. Acting Administrator Guttschow provided an overview of the larger

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payments for health insurance, and a pay application for the open space development in the amount of \$764,765.

Upon roll call, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**2. Approval of a Resolution remanding the consideration of a Special Use, Variance and Site Plan for a Solar Farm to be located at the property commonly known as 650 E North Avenue back to the Planning and Zoning Board for the purpose of taking additional evidence on the project's potential impacts to avian species and other wildlife and any other topics deemed relevant by the Planning and Zoning Board –** Trustee Pierce moved, seconded by Trustee Pedersen, to remand back to the Planning and Zoning Board based on discussion.

Director Garrigan provided an overview of the request of the applicant to go back to the Planning and Zoning Board. Trustee Pierce said there is a lot of surface area that has been packed down with truck traffic, and expressed concern with erosion and water runoff. He also discussed additional landscaping around the solar farms, and asked that be considered.

Trustee Macek said a solar farm is not authentic by nature, and doesn't think it fits into Antioch. He thinks it could be placed in the Township because they don't have the branding that the Village has.

Trustee McNeill wants to make sure we are protected as far as a decommissioning plan, and recommended an environmental attorney be hired to provide expertise to the Village on their behalf.

Upon roll call to remand back to the Planning and Zoning Board, the vote was:

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

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**3. Discussion regarding the Operating Budget –** Mayor Gartner discussed the first draft of the budget to be presented by Finance Director Torres. Acting Administrator Guttschow provided an introduction to the budget process for the fiscal year 2024-25.

Director Torres discussed the original deficit in the budget, which has been reduced in order to present a balanced budget to the Village Board. She presented revenues for FY23-24, and current status. She discussed current expenses incurred for the current fiscal year and provided a detailed overview of costs expended. She added that staff is not using fund balance to subsidize operations at this time. Director Torres highlighted some items in the proposed budget, including fully budgeted personnel positions, transfer to capital fund, equipment replacement fund, cannabis tax revenues, COLA increases, use of fund balance and increased insurance premiums. The next meeting will include capital projects for discussion.

Trustee Pierce asked about the cannabis tax, and said he would like to suggest both funds be earmarked for parks. Trustee Pedersen said she has a hard time taking cannabis tax money and giving it to parks. She wants parks, but doesn't want to handcuff the board to use those funds just for one specific purpose. She is okay giving a percentage to parks, but not the full revenue. Those present discussed various options of setting aside money from cannabis tax revenues for certain expenses.

Director Torres presented the major sources of revenue collection for FY24-25. Trustee Pierce discussed the proposed decrease of sales taxes at the state level. The large increase in Community Development revenues is attributed to a restructure of certain events into that department through donations and sponsorships. Director Torres presented the budget changes by category. She presented an update on

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the W&S Fund, and advised that a rate study should be considered. She provided an overview of the history of the Water and Sewer Fund.

Finance Director Torres discussed the business districts and TIFs and provided a history of those funds. She touched slightly on other funds, including Depot Parking, Public Safety, Drug Seizure, Motor Fuel Tax, Debt Service, and other dedicated funds.

*The Village Board took a short break at 5:45, at which point Trustee Pierce left the meeting. The board reconvened at 6:01pm.*

Department Directors presented their individual budgets.

Clerk Romine presented her budget to include scanning and shredding services, and an online HR software tool for recruitment and onboarding.

Assistant Administrator Jim Moran presented the budget for Elected Officials, and the Administration budget to include an increase in engineering and legal services. Many of the expenses under communications were removed under personnel, but the budget does include \$30,000 for contracted communications services, mostly around social media. Much of the marketing is under Economic Development for events.

IT Manager Pisciotto discussed the need for a new phone system. She discussed other solutions and estimates based on conversations with vendors. She discussed the IT related costs associated with the move of Village Hall, including lighting detection system, security cameras, access controls, conference room needs and server infrastructure.

Parks Director Mary Quilty reviewed the larger expenditures, and which expenses are covered by revenues. She discussed the camp crayon and summer day camp programs and other revenue generating programs. She asked the board to consider potential capital park projects, including pickleball courts, Centennial Park, and Sawmill improvements. She added that Centennial could be brought back to a neighborhood park rather than a destination park. Trustees discussed park maintenance, and budgeted line items for those expenses in Parks and Public Works.

Director Garrigan discussed goals for 2024, and the proposed TIF and development on Route 173. He discussed the work with Lennar Homes on the start of Phase IV of the Clublands Development, and zoning on Route 59 for a development. He reviewed potential annexations, and provided an update to the site plan review ordinance and the creation of a downtown architectural review committee. He asked to continue the façade program, a phased streetscape program, and continue work on the Toft parking lot. Additional goals for Community Development include downtown visioning, creation of a redevelopment plan for the corner of Main and Orchard, and the designation of additional landmarks through the Historic Preservation Commission.

Business Development Manager Mark Sural focused on events through Economic Development. He stated that concerts have been added to the Thursday night concert series, and discussed new events including the Shamrock Shuffle, Small-Town Smoke Out BBQ competition, and adding to the ghost tours. He added that the sponsorship and revenue from events is budgeted above the expenses. He discussed goals for 2024, including an evaluation of events, with the goal to bring more people into town. He discussed the open space redevelopment café, and asked the board to consider which direction the board would like to take related to the operation of the café. He provided examples of how other communities staff and operate their similar facilities.

Chief Guttschow presented the police department budget, including salaries and wages, call volume, contract payments, uniforms, program expenses and software. He discussed the training investment for staff, and certified in-house instructors in a variety of operations. Chief Guttschow reviewed impactful budget expenses for the 24-25 fiscal year, including dispatch services, body worn camera system, drone upgrades and collective bargaining impacts.

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Director Heimbrodt provided a history of his budget that has generally remained without significant increases in spending. He presented an overview of each sub-department, including streets, facilities, fleet, parks, water and sewer and wastewater treatment plant. He advised that there were reductions in streets, fleet, parks and facilities in order to present a balanced budget.

### **VIII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 6:53 pm.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk