



## VILLAGE OF FOX LAKE VILLAGE BOARD MEETING MINUTES

STATE OF ILLINOIS, }  
Lake and McHenry Counties, } ss.  
Village of Fox Lake

At the regular Board Meeting, held in said Village and County in the State of Illinois at 6:30 p.m. on November 14, 2017 meeting was called to order by Mayor Schmit. The following official business was transacted:

### 1. Roll Call

Present Mayor Schmit: Village Moore, Village Attorney Teegen; Trustees: Jensen, Stochl, Marr and Konwent.

Staff also in attendance: Anne Marrin, Laura Linehan, Jimmy Lee, Donovan Day, Kealan Noonan and Ryan Kelly.

### 2. Approval of Minutes

#### A. Village Board Meeting Minutes of October 24, 2017

*Trustee made a motion to approve the Village Board Meeting Minutes of October 24, 2017 as amended, Special Village Board Finance Meeting of October 20, 2017 and Special Village Board Finance Meeting of October 10, 2017 seconded by Trustee Konwent. All were in favor. Motion Carried.*

### 3. Approval of the Warrant

#### A. Approval of Warrant for November 14, 2017

*Trustee Stochl made a motion to approve the Expenditures/Warrants/ Transfers for November 14, 2017 in the amount of \$678,163.42, Seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*  
Trustee Murrey                    Not Present

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Not Present</i>
<b><i>Motion Carried</i></b>	

#### **4. Special Business (Appointments, Swearing In Ceremonies, Proclamations)**

##### **A. Proclamation**

Mayor Schmit read a proclamation wherein he proclaimed November 14, 2017 Mark Schindler Day in the Village of Fox Lake. Mayor Schmit and the Village Board thanked Lt. Mark Schindler for his years of service at the Fox Lake Police Department and wished him luck on his retirement.

##### **B. Holiday Parade Marshall - Terry Joerns**

Mayor Schmit announced that Terry Joerns will be this year's Holiday Parade Marshall. Mayor Schmit stated that Mr. Joerns has been working with the GTAA Little League for the past 17 years and he and the Village Board thanked him for his many years of service to the Community.

##### **C. Public Hearing on Amendment to Annexation**

###### **1. Call to Order**

At the regular Board Meeting, held in said Village and County in the State of Illinois at 6:41 p.m. on November 14, 2017 a public meeting on the amendment to annexation agreement of the property located Rt. 12 and Rt. 134 was called to order by Mayor Schmit. The following official business was transacted:

###### **2. Roll Call**

Present Mayor Schmit: Village Moore, Village Attorney Teegen; Trustees: Jensen, Stochl, Marr and Konwent.

Staff also in attendance: Anne Marrin, Laura Linehan, Jimmy Lee, Donovan Day, Keelen Noonan and Ryan Kelly.

###### **3. Discussion**

Mayor Schmit stated that the annexation agreement on the said property will expire on November 2018. Mayor Schmit stated that the new proposed annexation agreement will extend the agreement to November 2023. Mayor Schmit stated that there are some provisions in the agreement such as the properties will continue to be zoned B3. Existing signs/billboards will be allowed for five years or the property sells in during the five year period of the agreement the signs will come down at the sale of the property. Purchaser of the property will demolish the small house located on the property and remove all the landscaping debris.

Mayor Schmit stated that the Village will work with the purchaser in regards to matters with IDOT. Mayor Schmit stated that the property might need a deceleration lane and a right turn land in the property to help make the property attractive to developers. Mayor Schmit stated that per the agreement the property owners have agreed to allow the Village to put a "Welcome to Fox Lake" sign on their property.

Mayor Schmit stated that the annexation agreement is effective when the property owner signs the papers that acknowledge that the purchase has been completed.

Mayor Schmit asked if the Board had any questions.

Trustee Marr asked the proposed property owners asked they plan to remove the concrete and asphalt on the property.

Karl Smutney, the proposed property owner of the property in question, replied that the intent is to just take the house down. He further stated that he wants to demo the house, remove the dead standing tree and it was not his intent to remove the asphalt at this time. Mr. Smutney stated he does plan on grooming the site and keep it presentable.

Mayor Schmit asked Mr. Smutney if his intention is to clean up the property and sell the property.

Mr. Smutney replied that he it is his intention to clean it up and to work with the Village and IDOT to get the right in turn lane and a deceleration lane to make the property more attractive to potential buyers/developers.

#### **4. Public Comment**

There were none.

#### **5. Adjournment**

*Trustee Konwent made a **motion** to adjourn the public hearing seconded by trustee Jensen. All were in favor. **Motion Carried.***

Public Hearing was adjourned at 6:46p.m.

#### **5. Village President's Report**

Mayor Schmit stated that we wanted to discuss the issue of murals on buildings with the Board Members. Mayor Schmit stated that murals are not permitted under the current sign ordinance and will not be permitted under the proposed sign ordinance. Mayor Schmit stated that he had received a call from a business owner and he was interested in putting up a mural on the building. Mayor Schmit stated that the proposed mural would advertise for Guinness beer. Mayor Schmit noted that there are other businesses that are interested in murals as well. He further noted that under the current procedure a business owner who is interested in a mural would have to come in

for a variance and go before the Plan and Zoning Commission. Mayor Schmit asked for input from the Board as he believed the murals give the Village character but he wants to the Plan Commission and Boards comments on the issue.

Board discussed some of the pros and cons of murals. Most Board members agreed that they like the idea of artistic mural pieces in town but they not like the idea of murals for advertising. Community Development Director Donovan Day noted that hand painted signs for are currently not allowed. Board agreed that they were interested in the idea of artistic murals on buildings throughout the Village however they were not in favor of murals that were advertisements. Board concluded that they were open to plaques or other such acknowledgments on or next to murals that acknowledge sponsors of the murals. Board also gave direction that they would like to see ordinances made regarding the maintenance of the murals to give the building department leverage in ensuring the murals are properly maintained.

Mayor Schmit stated that the concession stand located at Veterans Park is worn down and in need of repair. Mayor Schmit stated that the GTAA has a corporate sponsor who is willing to pay for the rebuilding of the concession stand however he noted that GTAA's lease of the property is almost up and GTAA did not want to build the stand if there were not sure they would still be allowed to use the park after their lease expired. Mayor Schmit asked for the direction of the Board as to whether or not they would consider approving another lease with GTAA to use Veterans Park for their Little League program. The Board agreed they would approve another lease. Mayor Schmit asked the Board if a 30 years lease was okay with them. The Board agreed that they were okay with a 30 year lease.

**6. Village Administrator's Report**

A. 2017-2018 Workers Compensation and Liability Insurance Renewal for discussion.

Village Administrator Anne Marrin stated Alliant Mesirow Insurance the Village has been working with for 2017-18. Administrator Marrin stated that the Villages uses Alliant Mesirow as the insurance agent and the Village uses ICRMT as the Village's insurance carrier.

Administrator Marrin stated that the current policy with ICRMT and Alliant Mesirow will expire December 1, 2017. Administrator Marrin stated that she wanted to go over the policy and some of the major changes that Staff has been looking and then bring it back to be on the consent agenda for approval at the next November meeting. Administrator Marrin stated that the 2017-18 policy contains some minor changes and she presented those changes to the Board.

**7. Village Attorney Report**

There were none.

**8. Village Treasurer's Report**

There were none.

**9. Preliminary Audience Comments (on Agenda Items Only)**

There were none.

**10. Motion to Recess to Committee of the Whole Meeting**

*Trustee Konwent made a motion to recess to the Committee of the Whole, seconded by Trustee Jensen. All were in favor. Motion Carried.*

**A. Strategic Planning Team Reports**

**1. Infrastructure**

Ryan Kelly, Director of NWRWRF stated that the Infrastructure Strategic Planning Team last met on November 6, 2017. Director Kelly stated that Public Works Director Kealan Noonan was appointed as Infrastructure Co-Chairman which fills the vacant position on the Planning Team. Director Kelly gave an update of the projects in process and new business. They are as follows:

- North water system booster station improvements are ongoing.
- Engineers are close to finishing the lift station base of design reports for the water and sewer interconnect and consultants will be scheduled to start assess the soil and ground conditions later this month.
- Contractors are scheduled to repair the emergency screw cracks on November 15, 2017.
- Staff has been looking into options for repairing the HVAC issues at Police Department and Village Hall. Director Kelly stated that both buildings have systems that have been patched together over time and are outdated and inefficient.
- Director Kelly stated that Chief Lee presented available options to resolve communication reception issues in and around the police department and the Planning Team recommends the installation of a Bi-Directional Amplifier as quoted.

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, December 6, 2017 at 8:30 a.m.

**2. Marketing**

Assistant Village Administrator Laura Linehan stated that the Marketing Strategic Planning Team last met on October 5, 2017. Ms. Linehan stated that the team cancelled their November 2, 2017 board meeting. Ms. Linehan gave an update of the projects in process and new business. They are as follows:

- Newsletter is coming out in the first week of December.
- The Marketing Planning Team is working on a Parks Guide that will be mailed out to all homes in early/mid-January.
- Staff is also working on creating a new sponsorship guide.
- Winters banners and new banners for upcoming year are in printing phase and should be up soon.

Next Marketing Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, November 2, 2017 at 10:00 a.m.

### **3. Communication/Public Outreach**

Police Chief Jimmy Lee stated that the Communication/Public Outreach Strategic Planning Team last met on October 17, 2017. Chief Lee gave an update of the projects in process and new business. They are as follows:

- CivicsPlus has received the Village's signed contact for website redesign. The Team is in the process of getting a project manager.
- Staff continues to work on enhancing communication in particular, of Village events. Additionally, Staff has personally delivered flyers to schools. Also, Staff has sent out several press releases and continues to utilize social media to share information.
- The winter 2017 newsletter is in production. Staff anticipates the Newsletter will hit mail boxes the first week in December.
- Chief Lee also discussed the Bi-directional amplifier. He discussed how it works and how it will improve communication and save the Village money.

Next Communication/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on November 29, 2017 at 2:00 p.m.

### **4. Economic Development**

Economic Development Director Donovan Day stated that the Economic Development Strategic Planning Team last met on October 25, 2017. Director Day gave an update of the projects in process and new business. They are as follows:

- Studio Hotrods is looking to go into the old Lagoon Lounge and are currently working on a complete rebuild of the entire structure.
- Dunkin Donuts plans are approved and Staff is waiting to get the second engineering review back and the plans should be approved this week so they can begin working on foundation before the snow falls.
- Culvers is working on a lot of their interior buildouts and the building is progressing nicely.
- Vichy Salon just had their grand reopening at their newly remodeled space.
- My Mail Box has moved to 123 S. Rt. 12.
- Director Day stated that he is has been getting positive feedback from the Community regarding what the Village is trying to accomplish with respect to the sign ordinance.

Next Economic Development Strategic Planning Team meeting will be held in the Village Hall Board Room on November 29, 2017 at 4:00 p.m.

## **5. Recreation**

Director of Parks and Recreation Nick Warner stated that the Recreation Strategic Planning Team last met on October 12, 2017. Director Warner gave an update of the projects in process and new business. They are as follows:

- Director Warner also went through a list of upcoming Village events. For a full list of Village events please visit <http://www.foxlake.org>.
- Director Warner stated that at the Promote Fox Lake meeting they approved \$4000.00 to work on Lake Front Park landscape improvements.

Next Recreation Strategic Planning Team meeting will tentatively be held in the Village Hall Board Room on November 21, 2017 at 10:00a.m

## **6. Technology**

Police Chief Jimmy Lee stated that the Technology Strategic Planning Team last met on October 17, 2017. Chief Lee gave an update of the projects in process and new business. They are as follows:

- Proposal for the Cloud Based PBX System and Hardware were released on October 17, 2017. Letters of intent were due on October 27, 2017 and nine firms submitted letters of intent.
- Questions from the firms were due on October 30, 2017 and the Village received numerous questions which were reviewed by Staff.
- Responses to the questions were issued as an Addendum on November 3, 2017.
- Staff held a mandatory onsite meeting on November 10, 2017 for the potential bidders.
- Deadline for responses is November 17, 2017

Mayor Schmit asked about antennas on the water on Grass Lake Road. Chief Lee stated that the Village does not have any antennas on that water tower. Mayor Schmit discussed the issues residents in Leisure Village have been having with their phone reception and how they could benefit from antennas on the tower. Mayor Schmit asked if Staff could look into contacting some of the phone service providers to see if they were interested in putting an antenna on the tower.

Next Technology Strategic Planning Team meeting will be held in the Village Hall Board Room on November 15, 2017 at 3:00p.m

## **11. New Business**

- A. Application for Deferred Connection Fees – K & A Food Industries**
- B. Bicentennial Celebrations Resolution**
- C. Petition for SMC Certification**
- D. Cancellation of December 26, 2017 Village Board Meeting**
- E. 2018 Village Board Meeting Schedule**

**F. New Permit Fee Schedule Discussion**

**Director Donovan Day presented the proposed permit fee schedule to the Village Board** and discussed how this new fee structure would be easier for Staff, Residents and Contractors to use. Trustee Jensen suggested that the Village should just do a clerical permit for contractors for \$25.00 and to make sure that the contractor is insured and bonded. Trustee Jensen discussed several issues he had with the water heater, roof and the window replacement permits.

Trustee Jensen stated that he understands that the Village has to protect the people from bad contractors however he stated that if the contractors are licensed, insured and bonded he did not think the Village has to go out and inspect water heater replacements, roof replacements and window replacements. Board members discussed Trustee Jensen suggestions. Director Day went through some of the safety issues and reasons why Staff proposed going out and inspect water heaters, roofs and window replacements.

Mayor Schmit stated that he had issues with charging business extra for coming out and inspecting the business on weekends. Mayor Schmit stated he wanted to make it easier for businesses and the Board discussed some of the costs and benefits of having Staff come out for inspections on weekends at no extra cost.

**G. Purchase of Bi-Directional Amplifier**

**12. Old Business**

**A. Ordinance 2017-50, an Ordinance amending the Zoning Ordinance of the Village of Fox Lake, by granting a Special Use and Variations to M & C Development, LLC to operate a Mini Storage Business at the property at 24 Hillside Drive, Fox Lake, Illinois.**

**B. Sign Ordinance Discussion and Recommendation**

Director Day presented the proposed sign ordinance to the Village Board. Mayor Schmit stated that he wanted to discuss the pole signs and his concerns that business with pole signs would have to take them down after spending a lot of money on their pole signs. Director Day stated the Village is trying to promote monument signs that pole signs will not be permitted unless a business does not have the frontage for a monument sign, then with approval the Village could approve a pole sign.

Mayor Schmit stated that he also wanted to discuss signs that are changeable copy. He noted that the Village has several signs that are changeable copy such as the movie theater and he did not want the movie theater that they could no longer have a changeable copy sign as it makes sense for them to have one. Mayor Schmit stated that he is not in agreement to banning changeable copy signage. Director Day stated that he could take out the changeable copy form the list of “not allowed” signage.

Trustee Konwent asked Director Day about businesses with pole signs having to remove their signs. Director Day clarified that business with pole signs will eventually change. Director Day stated he did not recommend an amortization table. Trustee Jensen further

clarified that when the sign fails or a business goes to update their pole sign then at that time the sign would change however for the time the business could keep their pole sign. Board further discussed some of the changes to the sign ordinance and the impact on businesses.

13. **Motion to Adjourn from Committee of the Whole and reconvene Village Board Meeting**  
*Trustee Stochl made a motion to adjourn from Committee of the Whole and reconvene Village Board Meeting, seconded by trustee Konwent. All were in favor. Motion carried.*
14. **Motion to Waive the Formal Bid process for the purchase of a Public Safety Bi-Directional Amplifier System.**
15. **Resolution 2017-R-51, a Resolution authorizing the Mayor of the Village of Fox Lake to sign and thereby accept the proposal from Radicom, Inc. McHenry, Illinois for the purchase and installation of a Public Safety Bi-Directional Amplifier System for use by the Police Department and FoxComm.**

16. **Items to be Removed from Consent Agenda**

A Motion to approve the Agreement with K & A Food Industries, LLC for deferred connection fee payments that total fifty six thousand, seven hundred dollars (\$56,700.00) payable to the Village of Fox Lake over a thirty-six (36) months for a total of twelve (12) payments, with each payment totaling four thousand, seven hundred twenty-five dollars (\$4,725.00).

17. **Approval of Exceptions**

*Trustee Jensen made a motion to approve the Agreement with K & A Food Industries, LLC for a deferred connection fee payment totaling fifty six thousand, seven hundred dollars (\$56,700.00) payable to the Village of Fox Lake within thirty-six (36) months. Seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

Trustee Murrey	<i>Not Present</i>
Trustee Jensen	<i>Aye</i>
Trustee Stochl	<i>Aye</i>
Trustee Konwent	<i>Aye</i>
Trustee Marr	<i>Aye</i>
Trustee Koske	<i>Not Present</i>
<b><i>Motion Carried</i></b>	

18. **Consent Agenda**

All items listed on the Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests, in which event the item will be removed from the general order of business and considered under the Approval of Exceptions.

- A. Resolutions**

1. **Resolution 2017-R-50, a Resolution in Support of Illinois Bicentennial Celebrations**
  2. **Resolution 2017-R-52, a Resolution authorizing the Mayor to sign and adopt the Petition for Stormwater Management Commission Certification.**

- B. Ordinances**

1. **Ordinance 2017-50, an Ordinance amending the Zoning Ordinance of the Village of Fox Lake, by granting a Special Use and Variations to M & C Development, LLC to operate a Mini Storage Business t the property at 24 Hillside Drive, Fox Lake, Illinois.**
2. **Ordinance 2017-51, an Ordinance authorizing and directing the execution of an amendment to an Annexation Agreement between the Village of Fox Lake and the Berbilis Heirs and Karl Smutney.**

**C. Motions**

1. **A Motion to approve the Agreement with K & A Food Industries, LLC for deferred connection fee payments that total fifty six thousand, seven hundred dollars (\$56,700.00) payable to the Village of Fox Lake over a thirty-six (36) months for a total of twelve (12) payments, with each payment totaling four thousand, seven hundred twenty-five dollars (\$4,725.00).**
2. **A Motion to cancel the December 26, 2017 Village Board Meeting.**
3. **A Motion to approve the 2018 Village Board Meeting Schedule for Public Notice.**

*Trustee Jensen made a motion to move that items A 1-2, B 1-2 and C 2-3 be established as the Consent Agenda for this meeting by unanimous vote, seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

Trustee Murrey	Not Present
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Not Present

***Motion Carried***

*Trustee Konwent made a motion that the consent agenda as established by the prior motion be passed, seconded by Trustee Jensen.*

*A roll call vote was taken as follows:*

Trustee Murrey	Not Present
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Not Present

***Motion Carried***

**19. For the Good of the Order**

Mayor Schmit and the Village Board wished Trustee Konwent and her husband Vince Konwent a happy 58<sup>th</sup> anniversary.

**20. Audience Comments**

Sarah Shadnia from Congressman Bard Schneider's office introduced herself to the Board on behalf of Congressman Schneider. Ms. Shania on behalf of Congressman Brad Schneider wanted to say hello to all the Village Boards in the district and offer their assistance to the Community in any way they can on the Federal level. Ms. Shadnia stated that you can call their office at 847-383-4870. Additionally, Ms. Shadnia stated Congressman Schneider has two offices,

one 11/20/2017 in Lincolnshire and a satellite office at 433 East Washington St. in Round Lake Park.

**21. Executive Session**

**Executive Session – Personnel Matter**

*Trustee Jensen made a motion to retire into executive session at 8:30p.m. for a Personnel matter to include Village Administrator Anne Marrin, Assistant Village Administrator Laura, Public Works Director Kealen Noonan and Attorney Caryn Barone, Seconded by Trustee Marr. All were in favor. Motion carried.*

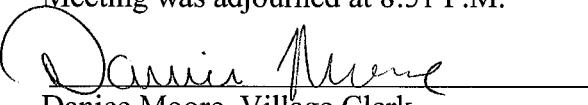
**22. Reconvene the Village Board Meeting.**

*Trustee Jensen made a motion to reconvene the Village Board Meeting. Seconded by Trustee Konwent. All were in favor. Motion Carried.*

**23. Adjournment**

*Trustee Stochl made a motion adjourn the meeting seconded by trustee Marr. All were in favor. Motion Carried.*

Meeting was adjourned at 8:51 P.M.



Danice Moore

Danice Moore, Village Clerk