



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 December 12, 2017 meeting was called to order by Mayor Schmit. The following official business was transacted:

1. Call to Order

Roll Call

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

Staff also in attendance: Laura Linehan, Kealan Noonan, Ryan Kelly and Commander Dawn Derservi.

2. Approval of Minutes

A. Village Board Meeting Minutes for November 28, 2017

Trustee Jensen made a motion to approve the Village Board Meeting Minutes of November 28, 2017 as amended, seconded by Trustee Marr.

A roll call vote was taken as follows:

Trustee Jensen	Aye
Trustee Stochl	Abstain
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Aye
<i>Motion Carried</i>	

3. Approval of the Warrant

A. Approval of Warrant for December 12, 2017

Trustee Konwent made a motion to approve the Expenditures/Warrants/ Transfers for December 12, 2017 in the amount of \$836,129.54, Seconded by Trustee Marr.

A roll call vote was taken as follows:

<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>Aye</i>
<i>Motion Carried</i>	

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

There was none.

5. Village President's Report

Mayor Schmit stated that Dunn's Lake has been nominated for the Storm Water Management Community of the Year grant. Mayor Schmit stated the he wanted to congratulate the residents of the Dunn's subdivision and Community Development Director Donovan Day for their work on the grant.

6. Village Administrator's Report

Village Administrator Anne Marrin thanked all those who assisted with Shop with a Cop event that took place on December 4, 2017. Administrator Marrin thanked the McHenry Moose Lodge for welcoming the Fox Lake Police Department and families from the Village who attended the event. Administrator Marrin stated that the Village had over 20 children attend the event and Walmart gave the Village a \$500.00 grant for the program. Administrator Marrin gave a special thanks to the Fox Lake Police Officers, CSO's and Staff who gave their time for the program.

Administrator Marrin introduced a new member to the Public Works Street Division Team.

7. Village Attorney Report

Village Attorney Howard Teegen stated that the closing on the property located at Route 134 and Route 12. Attorney Teegen noted that Carl Smutney is now the owner of the property and the Village is now in a position to record the amendment to the annexation agreement which has been previously adopted.

Attorney Teegen further stated that the Village received a request from a prospective buyer of the Paradise Park Assisted Living facility. Attorney Teegen went on to explain that that prospective buyer requested a transfer of the special use however in reviewing the matter it was determined that there never was a special use for the property because the Village Amended the Zoning Ordinance a couple of years ago and added an assisted living category at that time. Prior to the amending of the Zoning Ordinance there was no category for assisting living facilities. Attorney Teegen noted that this creates a problem for a prospective buyer because it makes the property a nonconforming use. Attorney Teegen proposed that the Village apply to the Planning and Zoning Commission for a hearing to grant the special use to both the current owner and prospective

buyer of the property. Attorney Teegen stated that this would require a special Planning & Zoning meeting to take place during the first week of January for the Commission to make a recommendation and for the Village to adopt it at the Village Board's first meeting in January. Attorney Teegen asked if there were any questions from the Board. There were none.

8. Village Treasurer's Report

There was none.

9. Preliminary Audience Comments (on Agenda Items Only)

There was 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 December 6, 2017. Mr. Kelly gave an update of the projects in process and new business. They are as follows:

- Planning Team discussed the Cora basin sewer lining project. Director Kelly stated that on December 11, 2017 there was a sewer backup in the area where the lining was occurring. Within a half hour the contractor had the area opened up and it was fully functional after that. Director Kelly stated that on the previous Friday, residents in that area were informed they would need to limit water use from 12:00p.m to 6:00p.m. Director Kelly stated that the Village is working on improving that sewer lines in the area to prevent issues in the future, however he noted that during these repairs downtime will be part of the process.
- The planning Team reviewed various options to add parking spaces at 18 E. Grand Avenue. Director Kelly stated that Director Noonan received some drawings/proposals for the new parking area. The property is adequate space for 7 parking spaces and is estimated to cost approximately \$45,000. Director Kelly stated that the Team will be looking for direction from the Board regarding going forward for this project. Mayor Schmidt stated he would like to go forward with this project in the spring.
- The emergency screw pump was installed the screw pump on December 7th and scheduled to pour grout the week of December 11th weather pending.
- The Planning Team would like to proceed with Police Department HVAC repairs/improvements that would even out the drastic temperature fluctuations occurring within the building at a cost of approximately \$20,000. Public Works Director Kealan Noonan is in the process of finalizing an RFP for a master HVAC maintenance contract that would include the Village Hall, Police Department, Community Center and Lakefront Park.

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, January 3rd, 2018 at 8:30 a.m

2. Marketing

Assistant Village Administrator Laura Linehan gave an update of the projects in process and new business. They are as follows:

- Staff is in process of designing the Parks and Recreation Guide. This is a guide book with all events, programs, and facility rental information that will be sent to homes in early/mid-January.
- Staff is working on creating a new sponsorship guide that will be sent to all businesses for the new 2018 event year.
- Branding Style guide is almost completed, a draft will be sent to the planning team for review by the end of December. The branding style guide will coincide with the new website re-branding.
- Winter Newsletter has been sent to the printers and is mailed out on December 18, 2017.
- Staff has continued marketing efforts for the upcoming Elf-Tastic including social medial posts, press releases, and personal flyer distribution to schools and area organizations for upcoming events.

Next Marketing Strategic Planning Team December meeting is to be determined.

3. Communication/Public Outreach

The Communication/Public Outreach Strategic Planning Team last met on November 15, 2017. Assistant Village Administrator Laura Linehan gave an update of the projects in process and new business on behalf of Police Chief Jimmy Lee. They are as follows:

- Staff reviewed the scope of the work for the website and edited a few items with the Project Manager. Staff submitted and completed the project form and will have a kick off meeting on Thursday.
- Staff utilized both Nixle and Facebook to alert residents and travelers of an accident that occurred last week on Grand Ave. Staff received positive feedback that the notification was helpful. Notifications were sent via text, email and phone.
- The success of Shop with a Cop was shared on social media and received over 1,300 views. Staff is continuing to track success and views of their posts.
- The tree lighting video captured by Director Day was viewed over 1,300 times.
- Staff has been working on increasing media and press coverage. The Village has recently been feature in two articles in two different papers over the last week.

Next Community/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, January 16, 2018 at 8:30am.

4. Economic Development

Village Administrator Ann Marrin gave an update of the projects in process and new business on behalf of Community Development Director Donovan Day. They are as follows:

- Perricone's Soup & Sandwich Shop at 14 E. Grand is now open.
- New Business-Perfect Paws Pet Grooming will be opening at 5 E. Grand Avenue. Staff met with the owners to assist with the planning of their proposed build-out.
- Sara Douglas, owner of My Mail Box at 123 S. Route 12 will be hosting an open house and ribbon cutting ceremony to celebrate their grand re-opening at their new location on Wednesday, December 13 from 6pm – 7:30pm.
- The Economic and Strategic Planning Team will meet on December 27, 2017 Develop several initiatives to bring economic development to the forefront of Community development and the Village overall.
- Staff has arranged a meeting that will take place on December 13, 2017 with the Fox Lake Chamber of Commerce as an outreach program so the Village and Chamber can begin working for diligently with them on economic development plans, ways to attract new business, business retention etc..
- Staff met with the owners and design profession of Studio Hotrods to review site plans.
- Culvers hired 24 new employees and are planning another hiring event this upcoming Saturday.
- Ray Chrysler Dodge Jeep and Ram have begun installing the steel beam supports.

Next Economic Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, December 27, 2017 at 8:30am.

5. Recreation

The Recreation Strategic Planning Team last met on November 21, 2017. Assistant Village Administrator Laura Linehan gave an update of the projects in process and new business. They are as follows:

- Elf-Tastic Holiday party will take place on December 17 at Lakefront Park from 1:00p.m.-4:00p.m for children 12 and under.
- Wicked Theatre Trip will take place on January 10, 2017.
- Staffs have contacted a yoga instructor and are in the process of discussing pricing, days and times. Yoga is anticipated to start in late February.
- For more information on upcoming Community events please visit the Village website at <http://www.foxlake.org>.

Next Recreation Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday January 4, 2017 at 10:00am.

6. Technology

The Technology Strategic Planning Team last met on November 15, 2017. Assistant Village Administrator Laura Linehan gave an update of the projects in process and new business on behalf of Police Chief Jimmy Lee. They are as follows:

- Staff is continuing to work on the Clo9ud Based PBX phone system. Staff has gone back to a couple of the prospective vendors to get some additional clarification from them regarding some of their responses to questions. Staff is going to go through the grading process again because some of the new responses will change the scoring of the potential vendors. Staff is going to present a contract to the Board at the first meeting in January.
- Staff is working with MSP Solutions to build an internal SharePoint system for Village use. This will allow for better internal communication across departments.

Next Technology Planning Team meeting will be held in the Village Hall Board Room on Tuesday, January 16, 2018 2017 at 4:00pm.

11. New Business

- A. Snow and Ice Agreement – Burton Township
- B. Snow and Ice Agreement – Antioch Township
- C. Ord 2017-55, an Ordinance Amending Section 3-2-A-7C by Reducing the Tax on Eating Establishments to .50%.
- D. Expenditure of Drug Forfeiture Seized Asset Funds – A Way Out Program
- E. Updated Anti-Harassment Policy
- F. Phase III Engineering Services Agreement - Gewalt Hamilton Associates Inc.
- G. Façade Improvement Program Grant Request – Vichy Salon
- H. Ordinance 2017-56, an Ordinance Amending Section 3-3-6 A 1 of the Village Code to Establish a Class A-9 Liquor License for Small Hotel Recreation Establishments.

12. Old Business

There was none.

13. Motion to Adjourn from Committee of the Whole and reconvene Village Board Meeting

*Trustee Marr made a **motion** to adjourn from Committee of the Whole and reconvene Village Board Meeting, seconded by trustee Jensen. All were in favor. **Motion carried.***

14. Items to be Removed from Consent Agenda

B-2. Ord 2017-55, an Ordinance Amending Section 3-2-A-7C by Reducing the Tax on Eating Establishments to .50%.

15. 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 2017-54, a Resolution approving an Intergovernmental Agreement with Burton Township to Exchange Snow Plowing and Ice Control Services.**
2. **Resolution 2017-55, a Resolution approving an Intergovernmental Agreement with Antioch Township Highway Department to Exchange Snow Plowing and Ice Control Services.**
3. **Resolution 2017-56, a Resolution Adopting an Updated Anti-Harassment Policy for the Village of Fox Lake.**
4. **Resolution 2017-57, a Resolution approving a Construction Engineering Services Agreement with Gewalt Hamilton and Associates, Inc. for Phase III Engineering Services for the Sayton Road Reconstruction Project.**

B. Ordinances

1. **Ordinance 2017-52, an Ordinance providing for the Levy of Taxes for the Village of Fox Lake, Lake and McHenry Counties, State of Illinois, for the fiscal year beginning May 1, 2018 and ending April 30, 2019. (second reading)**
2. **Ord 2017-55, an Ordinance Amending Section 3-2-A-7C by Reducing the Tax on Eating Establishments to .50%.**
3. **Ordinance 2017-56, an Ordinance Amending Section 3-3-6 A 1 of the Village Code to Establish a Class A-9 Liquor License for Small Hotel Recreation Establishments.**

C. Motions

1. **A Motion to approve the expenditure of \$1,000.00 to the Lake County Opiod Task Force in support of the A Way Out Program.**
2. **A Motion to approve the Façade Improvement Grant Application from Vichy Salon, located at 17 E Grand Avenue, in the amount of \$1,544.00.**

Trustee Jensen made a motion to move that items A1-4, B 1 & 3 and C 1-2 be established as the Consent Agenda for this meeting by unanimous vote, seconded by Trustee Konwent.

A roll call vote was taken as follows:

<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>Aye</i>
<i>Motion Carried</i>	

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:

<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>Aye</i>

Motion Carried

16. Approval of Exceptions

Trustee Konwent made a motion to approve Ord 2017-55, an Ordinance Amending Section 3-2-A-7C by Reducing the Tax on Eating Establishments to .50%, seconded by Trustee Jensen.

A roll call vote was taken as follows:

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Nay</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Nay</i>
<i>Trustee Koske</i>	<i>Nay</i>
<i>Mayor Schmit</i>	<i>Aye</i>
<i>Motion Denied</i>	

17. For the Good of the Order

Board Members discussed the pros and cons of sales taxes and how it impacts both residents who live in the Community and those people who pass through Community.

18. Audience Comments

Resident Tim Trost expressed his concerns regarding the recent sewage backup near his home.

Erica Papik of Vichy Salon announced that Vichy Salon was showcased Voyager of Chicago that mentioned Fox Lake as a hidden gem with Vichy Salon. Village Board commended Ms. Papik on the wonderful job she has done with her Salon.

19. Executive Session

Trustee Koske made a motion to retire into executive session at 7:40P.M. for Pending Litigation, Personnel, Land Acquisition Matter and Approval of Executive Session Minutes and to include Village Administrator Anne Marrin, Assistant Village Administrator Laura Linehan and Attorney Howard Teegen, seconded by Trustee Marr. All were in favor. Motion carried.

20. Reconvene the Village Board Meeting.

Trustee Koske made a motion to reconvene the Village Board Meeting at 8:11P.M, seconded by Trustee Marr. All were in favor. Motion carried.

21. Possible Motions Coming out of Executive Session

Trustee Jensen made a motion to approve the following executive session minutes:

1. *October 11, 2016-Sessions I & II*
2. *January 10, 2017-Session I*
3. *June 13, 2017-Sessions I & II*
4. *June 27, 2017-Sessions I & II*
5. *August 8, 2017-Sessions I, II & III*
6. *October 24, 2017-Session I*
7. *November 14, 2017-Session I*

Motion was seconded by Trustee Konwent. All were in favor. Motion carried.

Trustee Jensen made a motion to approve the executive session minutes for July 11, 2017-sessions I & II, seconded by Trustee Marr.

A roll call vote was taken as follows:

<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>Abstain</i>
<i>Motion Carried</i>	

22. Adjournment

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

Meeting was adjourned at 8:13P.M.

 Danice Moore
Danice Moore, Village Clerk