

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 March 13, 2018 meeting was called to order by Mayor Schmit. The following official business was transacted:

1. Call to Order

Roll Call

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

Staff also in attendance: Anne Marrin, Laura Linehan, Donovan Day, Kealan Noonan, Jimmy Lee Jr. and Julie McManus.

2. Approval of Minutes

Trustee Marr made a ***motion*** to approve the Village Board Meeting Minutes of February 27, 2018 as presented, seconded by Trustee Moore.

A roll call vote was taken as follows:

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

3. Approval of the Warrant

Trustee Konwent made a ***motion*** to approve the Expenditures/Warrants/ Transfers for March 13, 2018 in the amount of \$969,269.24 Seconded by Trustee Koske.

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 Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>

Motion Carried

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

Mayor Schmit stated the Village Treasurer and Clerk will be sworn in at the end of the meeting. The Village of Fox Lake has taken the Monarch Butterfly Pledge and will have a pollinator garden within the Community Garden. Trustee Moore will be taking the lead on the pledge.

5. Village President's Report

Mayor Schmit stated the Village presented our vision for the Lakefront Park at the Lions Club meeting. Once the master plan is complete the Lions Club will be discussing a possible Legacy donation.

6. Village Administrator's Report

Village Administrator Anne Marrin stated staff completed two grants this week for pollinator and monarch gardens throughout the Village. Metra will be starting work on April 5, 2018 through April 27, 2018. Metra is attempting to provide a shuttle from the Fox Lake Train Station to the Grayslake Station. The last weekday inbound morning departure from Fox Lake, will be at 7:28 AM and outbound to Fox Lake will depart Union Station at 2:35 PM. For intermittent trains, riders must check schedules. Project is estimated to be completed by the end of April.

7. Village Attorney Report

There was none.

8. Village Treasurer's Report

There was none.

9. Preliminary Audience Comments (on Agenda Items Only)

There were none.

10. Motion to Recess to Committee of the Whole Meeting

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

A. Strategic Planning Team Reports

1. Infrastructure

Kealan Noonan, Director of Public Works stated that the Infrastructure Strategic Planning Team last met on March 7, 2018. Mr. Noonan gave an update of the projects in process and new business. They are as follows:

- Sayton Road documents have been submitted to IDOT. The letting will be April 27, 2018. Nicor will begin doing their relocations in the next two weeks.
- Moving forward with traffic study and have reached out to engineering firms for review of ROW for Grand Avenue and closing off Grace Street.
- LED upgrades at Police Department and Station 4 have been extremely beneficial. Looking toward commuter lots, Millenium Park, Route 12 and NRWRF.
- The Deer Run Lift Station will go into the Scada System and run on Cell Service due to its location. Repairs to lift stations continue. A scheduled power outage will take place March 22, 2018 for about an hour in that location.
- Leisure Village Water Main Replacement is on the agenda for this evening.
- Met with Army Corps of Engineers regarding Interconnect

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, April 4, 2018 at 8:30 a.m.

2. Marketing

Assistant to the Village Administrator, Laura Linehan, stated that the Marketing Strategic Planning Team met on February 7, 2018. Ms. Linehan gave an update of the projects in process and new business. They are as follows:

- Marketing Planning Team is working closely with the Communications Planning Team regarding the website. The Village of Fox Lake's Color Palette was introduced to the proposed layout per the recommendation of the Branding Style Guide. Website will be ready in August.
- Regarding upcoming Cubs Trip, we have sold 25 of the 50 seats.

3. Communication/Public Outreach

Police Chief, Jimmy Lee Jr., updated the Board on the following:

- The Spring Newsletter is currently in progress.
- Website attributes such as global navigation buttons, graphic buttons and color palette are currently being discussed.
- Citizens Police Academy Graduation is scheduled for March 14, 2018 at 6:00 PM.

Next Communication/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday, March 22, at 10:00 a.m.

4. Economic Development

Community Development Director, Donovan Day, stated that the Economic Development Strategic Planning Team last met on February 28, 2018. Director Day gave an update of the projects in process and new business. They are as follows:

- Economic Development Team has prepared the Economic Development Strategic Plan, Economic Development Incentive Guidelines and the Economic Development

Incentive Application and that is on the agenda this evening. The next step is determining the process. Mr. Day requested that Team Members meet in advance of Wednesday, March 21, 2018 to discuss this process further so Attorney Teegen can prepare this for the next agenda.

- Mr. Day discussed the Villages successful efforts to work through the CAV Listing (violations for building in flood plains) and make the necessary corrections enabling the Village to apply for the CRS, Community Rating System. Paul Osmond of IDNR, asked Mr. Day to speak at the IL Association of Storm Water and Flood Plain Managers in Tinley Park IL.
- Community Garden has sold out and a waiting list will be started.
- On March 15, 2018 Community Garden hosting a seminar on Beginning Your Garden at the Fox Lake Area Library.
- The next downtown art installation, Share the View, painted double 'Artirondack' chairs, is live for applicants. Submission deadline is March 30, 2018.

The next Economic Strategic Planning Team meeting will be held in the Village Hall Board Room on March 28, 2018 at 4:00 PM.

5. Recreation

Assistant to the Village Administrator, Laura Linehan, stated that the Recreation Strategic Planning Team last met on March 1, 2018. Ms. Linehan gave an update of the projects in process and new business. They are as follows:

- The Farmers Market Application, Rules and Regulations are ready and on the agenda this evening.
- Staff attended the Chamber of Commerce Business Expo on March 3, 2018.
- The next event will be held on March 24, 2018 which is the Egg-Citing Easter Egg Hunt and Bunny Luncheon; this is a joint effort between Village and the Chamber. Advertisements will run for 2 weeks in a local paper.
- Registration deadline for sports has been extended. The Village will be meeting with Sports R Us to increase engagement and enrollment.
- Recently met with a radio station to discuss marketing for Bloody Mary Fest and received a proposal.

6. Technology

Police Chief, Jimmy Lee Jr., updated the Board on the following:

- We continue to build the infrastructure for the PBX Phone System.
- Share Point Draft presentation will be ready at the next staff meeting.
- Fiber Circuit is being installed.

11. **New Business**

A. Farmer's Market Rules, Regulations and Application

Mayor Schmit asked that alcohol consumption be addressed in the future.

- B. Water Main Replacement, Leisure Village
- C. Ord 2018-08, an Ordinance Authorizing the Sale of miscellaneous motor vehicles owner by the Village of Fox Lake at Public Auction.
- D. Sikich LLP Audit Services for 2017-2018 Fiscal Year
- E. Raffle License Application – Sons of the American Legion
- F. Raffle License Application – Chamber of Commerce

12. **Old Business**

- A. Economic Development Strategic Plan, Economic Development Incentive Guideline and Economic Incentive Application.
- B. Ordinance 2018-09, an Ordinance Amending Section 3-2A-7C by Reducing the Tax on Eating Establishments to .50%.

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

- A. *Trustee Stochl made a Motion to Waive the RFP Process to extend the existing agreement for 2017-2018 Audit Services 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 Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>
<i>Motion Carried</i>	

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

Item B-2 was removed.

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. Res 2018-R-14, a Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to approve and sign a contract based on the proposal from Lima Contractors, Inc. for the Water Main Replacement Project at Leisure Village.
- 2. A Resolution Adopting an Economic Development Strategic Plan, Economic Development Incentive Guideline and Approving a Commercial Incentive Application as presented.

B. **Ordinances**

1. **Ord 2018-08, an Ordinance Authorizing the Sale of miscellaneous motor vehicles owned by the Village of Fox Lake at Public Auction.**

C. Motions

1. **Motion to Approve the Farmers' Market Rules, Regulations and Application as presented.**
2. **Motion to Accept the Proposal from Sikish and approve extending the Agreement for 2017-2018 Auditing Services.**
3. **Motion to Approve the Raffle License Application from the Sons of the American Legion to conduct raffles on July 7, 2018 and September 29, 2018 at 703 US Route 12 in Fox Lake IL.**
4. **Motion to Approve the Raffle License Applications from the Fox Lake Chamber of Commerce to conduct a 50/50 Raffle on March 24, 2018 at the annual Bunny Luncheon.**

*Trustee Jensen made a **motion** to move that items A 1-2 and B 1 and C 1-4 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 Moore</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 Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>
<i>Motion Carried</i>	

16. Approval of Exceptions

Item B- 2

Trustee Jensen made a Motion to Pass Ord 2018-09, an Ordinance Amending Section 3-2-A-7C by Reducing the Tax on Eating Establishments to .50% seconded by Trustee Konwent.

A roll call vote was taken as follows:

<i>Trustee Jensen</i>	<i>Yes</i>
<i>Trustee Stochl</i>	<i>No</i>
<i>Trustee Konwent</i>	<i>Yes</i>
<i>Trustee Marr</i>	<i>No</i>
<i>Trustee Moore</i>	<i>Yes</i>

Trustee Koske	No
Tie-breaking vote by Mayor Schmit	Yes
Motion Carried	

17. For the Good of the Order

Trustee Moore requested an analysis of the Reserve Fund for review. She stated there will be an Earth Day event on April 22, 2018 benefitting the Pollinator Garden.

Trustee Koske asked about the amount of cars being parked at the intersection of Routes 134 and 12. She inquired as to the zoning of the property. Donovan Day responded stating vehicle storage does require a Special Use, this is a temporary solution to a business's dilemma and this should have come before the Board. Discussion ensued regarding possible solutions moving forward.

Director of Finance/Treasurer Julie McManus sworn in by Mayor Schmit.

*Trustee Konwent made a **motion** to approve the Mayor's Appointment of Debra Dolis as Village Clerk until the next Municipal Election in May of 2019, seconded by Trustee Jensen. All were in favor. **Motion Carried.***

Village Clerk Debra Dolis sworn in by Mayor Schmit.

18. Audience Comments

19. Executive Session

*Trustee Stochl made a **motion** to retire into executive session at 7:53 p.m. for a Personnel Matters and Land Acquisition and to include Village Administrator Anne Marrin, and Attorney Caryn Barone, Seconded by Trustee Koske. All were in favor. **Motion carried.***

20. Reconvene the Village Board Meeting.

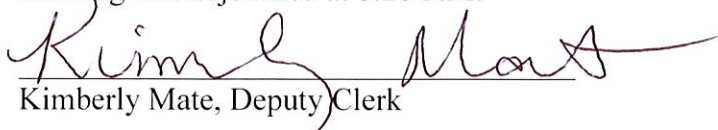
*Trustee Jensen made a **motion** to reconvene the Village Board Meeting at 8:20 p.m., seconded by Trustee Moore. All were in favor. **Motion Carried.***

21. Possible Motion Coming out of Executive Session

22. Adjournment

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

Meeting was adjourned at 8:20 P.M.


Kimberly Mate, Deputy Clerk