



## 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 April 24, 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 Howard Teegen; 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 Konwent made a ***motion*** to approve the Village Board Meeting Minutes of April 10, 2018 as presented, seconded by Trustee Moore.

*A roll call vote was taken as follows:*

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

#### 3. Approval of the Warrant

Trustee Marr made a ***motion*** to approve the Expenditures/Warrants/ Transfers for April 24, 2018 in the amount of \$659,415.71 Seconded by Trustee Moore.

*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)**

*There is none*

- 5. Village President's Report** – Mayor Donny Schmit got permission from property owner to remove brush and dirt hill from along Route 12 property with TIF proceeds. The project will start as soon as possible.

The Mayor and Chief visited the four senior buildings. Bright Oaks requested that the pine trees that were cut and replaced are planted crooked, they would like that addressed.

Promote Fox Lake would like mowing delayed because the daffodils are just emerging because of the late spring.

**6. Village Administrator's Report –**

Anne Marrin said the Metra Project began last week for the switch replacement and the additional tract project. Metra is a little bit behind because of the inclement weather. The project will probably last until the beginning of May. Shuttle information has been posted. Anne will keep us updated.

The Sayton Road project is due on Friday morning; the project will begin in May. The project will include water and reconstruction of entire road. The awarded contract and dollar amounts will be available at the next meeting.

**7. Village Attorney Report**

*There is none.*

**8. Village Treasurer's Report**

*There is 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 Koske. 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 April 4, 2018. Mr. Noonan gave an update of the projects in process and new business. They are as follows:

- Grand Avenue  
Received some updated preliminary drawings of Grand Ave., redefining certain areas that need new curbs
- IDOT  
Awarded the Rt 12 Bridge going over Route 59, spoke with contractor today. Route 12 will stay open but Route 59 traffic will be detoured. The project is set to start May 7. The closure is set for Memorial Day weekend. Completion will be in November.
- Leisure Village Pipe Project  
Project was completed within a week, only a few punch list items are left i.e. repairing grass
- 18 E Grand Ave Parking Lot  
Pre-Con meeting was on Tues, April 17, anticipated start date of Mid-May
- Menards Lift Station  
Parts were backordered for project, they are now in and project should start April 25. Bases will be removed so the pumps will sit properly, it is expected to be a 3 day process.
- Ryan's NW Region  
Additional injections were done for second pump slot to eliminated ground water that was seeping in behind the area.
- GTAAA  
Looking for Board feedback on parking spots along south side of fuel pumps along grassy area. The plan is to define parking spots so we don't hinder the Fire Department and fuel pumps.

### **2. Marketing**

Assistant to the Village Administrator, Laura Linehan, gave an update of the projects in process and new business. They last met on Monday, April 23. They are as follows:

- Goal for this year is to implement a Social Media Policy, in regards to how we post for different events and marketing for other organizations. We need guidelines in place.
- Sponsorship – Trustee Marr asked how sponsorship packets have been received. Per Laura they have received inquiries of very interested people.



### 3. Communication/Public Outreach

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

- The next meeting will be Thursday, April 26 at 10am. And they will be displaying the draft design for the website. It is in JPEG form now, not live.
- During the week there were several emails received; it was an IRS scam. We were able to notify people that it was a scam through Facebook.
- Spring Newsletter has been prepared and will go out first week of May

The next meeting will be Thursday, April 26 at 10 a.m. Trustee Koske and Trustee Stochl will be in attendance.

### 4. Economic Development

Community Development Director, Donovan Day, stated that the Economic Development Strategic Planning Team last met on March 21, 2018. Director Day gave an update of the projects in process and new business. They are as follows:

- Incentive applications will be reviewed Thursday, May 3 at 4:00 p.m., as requested by the Board. The TIF attorney will also be attendance to answer any questions.

### 5. Recreation

Assistant to the Village Administrator, Laura Linehan, stated that the Recreation Strategic Planning Team last met in April 24, 2018. Ms. Linehan gave an update of the projects in process and new business. They are as follows:

- Daddy Daughter Dance was successful; there were 54 families in attendance. The event was sold out with a waiting list of 50 people.
- Mom and Me Craft Day scheduled for May 12, 2018, painting flower pots and planting flowers and serving dirt cake. Linda received free flower pots from Ace in Round Lake, flowers donated from Jewel in Fox Lake and dirt donated. Marketing is working on the flyer now.
- Parks Master Plan, review process is going on now.
- Farmers Market vendor list has been released, a few more vendors would like to be included. Eight vendors have committed so far, there should be a total of 12 vendors.

6. Technology  
*There is none*

11. **New Business**

- A. Ord 2018-16, an Ordinance directing the disposal of surplus property by sale or auction.** Motorcycles will be sold because they are not being used.
- B. Ord 2018-17, an Ordinance directing the disposal of surplus property by various means.** Miscellaneous collection of radio equipment, computers etc., and some items will be sold, some will be thrown away.
- C. Special Use for Bed & Breakfast – 403 Washington Ave.**  
Planning and Zoning Committee met and there are a few conditions, no ingress or egress off of Monroe and no business license will be given until they meet all of the requirements of Illinois State Statute 50 ILS CS 820 Bed and Breakfast Act and if required Fox Lake Fire Protection. Maximum stay of guests will be 7 days. All were in agreement. Trustee Stochl brought up the fact that parking might be an issue.
- D. Side Yard Setback Variance – 702 Rollins Road**  
Dan's Auto Body has requested a variance of his setback of 8.37 feet. He is limited because of the wetlands. The Planning Commission had their hearing they recommended that the variance be granted. All were in agreement.
- E. Petition to Rezone 141-147 S Route 12 from M1 to B3**  
Zoned manufacturing now, they want to bring in a Realty Office and be rezoned as business. They had been granted a temporary (6 month) certificate of occupancy to rezone the property while they go through this process. It has been decided to allow the zoning change from manufacturing to business as requested.
- F. Ord 2018-18, an Ordinance transferring a Special Use to operate a Used Car Dealership Business at the property at 133 S. Route 12, Fox Lake, Illinois, to Lakeside Motors, Inc.**  
The dealership has been sold and the special use will be transferred to new owner. The only restrictions will be that no vehicles can be parked in right away and entrances.
- G. Façade Improvement Application – 19 S Route 12, Fox Lake Liquor & Tobacco**  
The project has started early; the owner has put in \$12,200.00 in improvements. They will be granted \$4,000.00.
- H. Façade Improvement Application – 62 N Route 12, Chain O' Lakes Sports**

This façade improvement is less than \$1,000.00 and the program should be at least \$1,000.00. The total cost is \$850.00 and we only have \$342.55 left for the façade program this year. The staff has recommended giving them the \$342.55, all in agreement.

**I. Façade Improvement Application – 5 E Grand Ave, Beef Jerky Outlet**

The total value for new signs is \$6,325.00; the staff has recommended giving \$3,162.50 for façade improvement, all in agreement.

**J. Amnesty Program for residents where connection to the Village's Water System is required.**

The one year amnesty program will start June 1, 2018 to August 1, 2019. Mayor Schmidt would like to send out a notice and plan a meeting at Lakefront Park with the homeowners affected.

**K. Raffle Request – Fox Lake Round Lake Rotary Club**

Raffle request will be granted

**12. Old Business**

**A. 2018-13, an Ordinance approving the Annual Budget for FY2018-2019**

Annual budget (2<sup>nd</sup> reading) there were a few changes suggested by staff but no changes from public hearing. Trustee Marr has asked that the Mural Program be an actual line item in the budget to show the Village's commitment to the program. Trustee Koske said changes could be made in the future and it does not need to be a actual line item at this time, it can be updated in January. Trustee Moore has asked if it's typical for Villages to fund these projects, Donovan stated that other communities have paid for this type of project in different ways. Promote Fox Lake Board is willing to match donations. In the future we are hoping to have an Arts Council to take over this program. The program will be funded with \$1,000.00 from the Façade Program.

**B. 2018-15, an Ordinance Amending the Village Code for the Village of Fox Lake by Adding a new Section 7-4-4 C 8 related to Additional Water Service Connections.**

Ordinance to give clarity to the Village's Public Works and new businesses for fees.

**C. Ord 2018-19, an Ordinance amending Section 7-4-3 A of the Village Code related to Connection to the Village's Water System.**

Amnesty program discussed prior

**13. Motion to Adjourn from Committee of the Whole and reconvene Village Board Meeting**  
*Trustee Jensen 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. Items to be Removed from Consent Agenda**



*There was none*

## **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. 2018-R-22, a Resolution establishing a one time Amnesty Program for residents where connection to the Village's Water System is required.**
- 2. 2018-R-23, a Resolution approving and agreement with the Grant Township Area Athletic Association for use of the Village property for athletic**

### **B. Ordinances**

- 1. 2018-13, an Ordinance approving the Annual Budget for FY2018-2019**
- 2. 2018-15, an Ordinance Amending the Village Code for the Village of Fox Lake by Adding a new Section 7-4-4 C 8 related to Additional Water Service Connections.**
- 3. 2018-16, an Ordinance directing the disposal of surplus property by sale or auction.**
- 4. 2018-17, an Ordinance directing the disposal of surplus property by various means.**
- 5. Ord 2018-18, an Ordinance transferring a Special Use to operate a Used Car Dealership Business at the property at 133 S. Route 12, Fox Lake, Illinois, to Lakeside Motors, Inc.**
- 6. Ord 2018-19, an Ordinance amending Section 7-4-3 A of the Village Code related to Connection to the Village's Water System.**

### **C. Motions**

- 1. A Motion to approve the Special Use Permit to operate a Bed and Breakfast at 403 Washington Avenue in Ingleside, IL in accordance with section 9-1-6-9-d, items 1-6 of Zoning Ordinance with the following conditions: no ingress or egress from the property from Monroe Avenue and all licenses, certifications and approvals by village, county and state be complete prior to operation and direct the attorney to prepare the necessary ordinance.**
- 2. A Motion to approve the petition of Daniel Borke dba Dan's Auto Body for a Side Yard Setback Variance on the property commonly known as 702 Rollins Road in Ingleside, IL in accordance with section 9-1-6-9-d, items 1-6 of Zoning Ordinance, excluding Lots 1 & 2 of Barnes Acres and direct the attorney to prepare the necessary ordinance.**
- 3. A Motion to approve the petition to rezone the property commonly known as 141-147 S Route 12, Fox Lake, IL from M1 to B3 in accordance with section 9-1-6-9-D of the Village Code and direct the attorney to prepare the necessary ordinance.**

4. A Motion to approve the Façade Improvement Grant Application by Kirti Patel of Fox Lake Tobacco and Liquor for the property located at 19 S Route 12 and award grant funds in the amount of \$4,000.00.
5. A Motion to approve the Façade Improvement Grant Application by Richard and Mary Popowczak of Chain O' Lakes Sports for the property located at 62 N Route 12 and award grant funds in the amount of \$342.55.
6. A Motion to approve the Façade Improvement Grant Application by Kenneth Kledzik of Beef Jerky Outlet for the property located at 5 E Grand Ave and award grant funds in the amount of \$3162.50.
7. A Motion to approve the Raffle License Request by the Fox Lake Round Lake Rotary Club to conduct a raffle on October 20, 2018.

*Trustee Jensen made a **motion** to move that items A 1-2 and B 1-6 and C 1-7 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 Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Moore	Aye
Trustee Koske	Aye
<b>Motion Carried</b>	

*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 Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Moore	Aye
Trustee Koske	Aye
<b>Motion Carried</b>	

#### 16. **Approval of Exceptions**

*There are none*

#### 17. **For the Good of the Order**

*Trustee Koske has had a discussion with the Trustees and Staff regarding the frequency of the Strategic Planning Team meetings, sometimes there are no updates but the commentary lengthens meetings. Anne Marrin felt that maybe they should meet quarterly when there is nothing to report or schedule meetings as necessary. Mayor Donny Schmit suggested that each committee set their own schedule.*

*Trustee Moore would like to review the comprehensive plan with Donovan Day regarding updating zoning districts.*



*Trustee Moore introduced Joe and Ann, they helped organize a water quality panel. The panel spoke at Lakefront Park and discussed how salt on our roads affects our water quality. Trustee Moore will give out more information when it is available.*

**18. Audience Comments**

*Gary Jacobson suggested that we contact Grant High School Art Department to help with murals; Mayor Donny Schmit said they have been approached before and they were not interested.*

**19. Executive Session**

*Trustee Jensen made a **motion** to retire into executive session at 7:30 p.m. for threaten litigation and land acquisition and to include Village Administrator Anne Marrin, Assistant to the Village Administrator Laura Linehan, Attorney Howard Teegen, Police Chief Jimmy Lee Jr., Seconded by Trustee Konwent. All were in favor. **Motion carried.***

**20. Reconvene the Village Board Meeting.**

*Trustee Jensen made a **motion** to reconvene the Village Board Meeting at 7:55 p.m., seconded by Trustee Marr. All were in favor. **Motion Carried.***

**21. Possible Motion Coming out of Executive Session**

*There is none*

**22. Adjournment**

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

Meeting was adjourned at 7:56 P.M.

  
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Debra Dolis, Village Clerk