



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 August 28, 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, Marr and Moore.
Trustee Konwent and Trustee Koske absent.

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

2. Approval of Minutes

Trustee Marr made a ***motion*** to approve the Village Board Meeting Minutes of August 14, 2018 as presented, seconded by Trustee Moore.

A roll call vote was taken as follows:

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

3. Approval of the Warrant

Trustee Moore made a ***motion*** to approve the Expenditures/Warrants/ Transfers for August 28, 2018 in the amount of \$842,588.79 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>Absent</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Absent</i>
<i>Motion Carried</i>	

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

None

5. Village President's Report

A. Grand Avenue Traffic Study

Mayor Donny Schmit stated that we would like to increase the downtown parking, a feasibility study was conducted and Tom Adomshick from James J. Benes and Associates presented a Power Point Presentation with the results of the study.

Tom Adomshick explained the preliminary study for increasing/reconfiguring parking on Grand Avenue between US 12 and Forest Avenue has been completed. The feasibility study was to change the parking from parallel parking to angle parking. Grand Avenue has two lanes and an average daily volume of 8,000 cars. The study also looked into closing Grace Avenue as a way to increase curb space for parking. Grand Avenue has a 66' right of way and the building set backs are very close to the right of way which limits parking space available to meet IDOT standards. Grand Avenue is a Federal Aid Route which makes it eligible for Federal Aid Money for improvements but must meet IDOT specifications. James J. Benes looked at the IDOT design standards for widths for parking lanes for various angles; parallel parking, 30 degree angle parking, 45 degree angle parking and 60 degree angle parking. In all cases we cannot provide angle parking on both sides of the street and meet IDOT standards. The street is not wide enough to provide space for angled parking. The net result was the same number of parking spaces with the existing parking count.

Mayor Schmit asked how many parking spaces would be gained if Grace Avenue were shut down, Tom explained we would gain one or two parking spaces because there is a fire hydrant that must stay cleared.

The Mayor thinks it is not feasible to change to diagonal parking in order to gain one or two parking spaces. The Mayor is in favor of shutting down Grace Avenue and creating a rain garden and seating area. Traffic on Grace Avenue averages three in the morning and fourteen in the evening. Police and Fire are also in favor of shutting down Grace Avenue.

Trustee Jensen is in favor of leaving the parking as it is. Trustee Marr has asked about alleyways off Grand Avenue, however some of the property is privately owned. Donovan will look into the alleyways off of Grand Avenue.

The Trustees and Mayor consensus is to leave the parking as is, shutting down Grace Avenue and leveling sidewalk. **All in agreement**

6. Village Administrator's Report

Village Administrator Anne Marrin reminded everyone that a date has been set for the Town Hall Meeting; it will be Thursday, September 27, 2018 at 6p.m. at Grant Community High School (in the auditorium). This is an opportunity for all residents to speak to and ask questions to all of your elected officials.

Staff met with Jeff Sefcik and Heather Frizelle from District 114 regarding the Safe Routes to School Grant. There are two projects within this Grant; the first is for infrastructure and second non-infrastructure. We are working with engineers for safe passage on Hawthorne Lane to Stanton Middle School, the Fox Lake Library and Grant Community High School. The project will provide up to \$200,000.00 for a multi-moto use path (similar to Rollins Road) for children walking and riding their bike. The non-infrastructure portion of project will be for Policing activities, a speed trailer with a message board and equipment for crossing guards.

The Access to Transportation Grant is being worked on in conjunction with the RTA; the Grant could be up to \$1M to help with Nippersink Boulevard project, a higher wall and additional road repairs.

7. Village Attorney Report

Village Attorney Howard Teegen amended the packaged liquor license but it is not on tonight's agenda. The legislature has passed a new statute as part of the liquor code that enables the local liquor commissioner to create an exemption for a bar or tavern is in within 100' of a school or church local liquor commissioner. This will be an opportunity for the Village to amend the current Ordinance. This change will be included with the Package Ordinance.

8. Village Treasurer's Report

Audit work will be done this week

9. Preliminary Audience Comments (on Agenda Items Only)

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 Moore. All were in favor. Motion Carried.

A. Strategic Planning Team Reports

1. Infrastructure

Kealan Noonan, Director of Public Works stated they last met on July 11, 2018. Kealan updated the Board on the following:

- Sayton Road

Received approval from IDOT, Berger is hoping to start staging off Sayton Road this week. Service line near Metra has been located. Soil samples are still being analyzed.

- TIF District

Environmental Survey request is at Central Office for review, a 5' sidewalk will continue through entire TIF District

- Sewer Lining

Visu-Sewer has prepped line and plan to reline on September 10, 2018

- Metra

A bid opening started today for snow removal at the Metra parking lot, 3 bids have been received and will be presented at the next meeting for approval.

- North Tower

The North Tower is due for its one year inspection on September 12, 2018. The tower could be offline for 1 week to check for leaks, and repair paint. They will also be insulating the Washington Tower.

The next meeting will be Wednesday, September 5 at 8:30 a.m.

2. Marketing

None

3. Communication/Public Outreach

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

- Website launched, thank you Laura Linehan
- Fall newsletter has been sent to printer
- Citizen Police Academy will be starting on September 5, 2018, applications are still being accepted

4. Economic Development

Community Development Director Donovan Day stated the next meeting date has been changed from September 5, 2018 to September 26, 2018. Donovan updated the Board on the following:

- Business Boot Camp

A boot camp for local business owners to take 7 to 9 courses to help grow and improve their business. Donovan will be establishing a curriculum and present it to Trustee Marr and Trustee Jensen. Once the curriculum has been established it will be brought to the President of the Chamber of Commerce Pat Smarto.

5. Recreation

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

- Mayors Fish Fest
Laura Linehan, Mayor Schmit and Fish Fest Chairperson Jimmy Rogers met August 28, 2018. The event will be held September 7, 2018 at 4 p.m. at Lakefront Park. Tickets are \$10.00; you can pre-register or purchase tickets at the door. There is a \$5.00 child ticket available also.

6. Technology

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

- Video
Vendors have been brought in to look at video issues from the past. MSP Solutions is looking at redundancy issues with phone and internet outage issues. Quotes are being sought.

11. **New Business**

A. **2018-R-45, Resolution approving an agreement with Metra to relocate a water line in connection with the Sayton Road project**

The Metra water line had been frozen for 5 months in 2013, during the Sayton Road work the Village will relocate their water line. Metra will reimburse the Village \$24,000.00 for the connection. Trustee Marr brought up concerns with the engineering because this should have been brought up six months ago. The Mayor stated we will take care of this now instead of tearing the road up at a later date. This change will not affect the timeline of the project.

B. **2018-37, an Ordinance Approving Northern Illinois Police Alarm System (NIPAS) Agreement**

There has been an increase in the number of participants with the NIPAS Agreement including non-municipal entities such as campus law, county law, transportation law i.e. Metra Police. The agreement was 69 participants to approximately 100, the change is mostly contractual.

C. **2018-38 an Ordinance amending Ordinance 2018-33 to correct an error**

Small Cell Ordinance error change from 7-1E-15 to 7-1E-8

D. **Façade Improvement Grant Request 16 E Grand Avenue**

Pat Smarto has requested \$4,000.00 Façade Improvement Grant. The application was submitted in July and the work completed in November 2017, application was delayed waiting for documents to be signed by contractors. Trustee Jensen asked if a business can receive two Grants in a row, the Mayor stated yes but not two Grants in the same fiscal year. If this Grant is approved she will not be approved for the tuck-pointing. Pat Smarto feels she may want to delay this until next year. Trustee Marr stated this building is one of the buildings set for the Mural Project and will need tuck pointing and The Façade Improvement Grant can be used for the tuck pointing. Village Codes requires the business owner to apply for the Grant prior to the work being started. At this time staff is not recommending approving Grant application due to length of time between application and completion of work. Trustee Moore would like to honor the grant. Trustee Stochl asked if there is a checklist and timeline when paperwork is due. Donovan stated yes, when owners apply for the Grant. Anne Marrin stated we need clarification in order to be arbitrary. Attorney Howard Teegen stated exceptions can be made and stated in the Ordinance. A decision was not made and this will be pulled off the consent agenda.

E. Raffle License Request from Promote Fox Lake

Promote Fox Lake would like the bond waived for annual fundraiser at Lynn Catherine's on October 7, 2018. *All in Agreement*

F. Raffle License Request from Champions of the Chain

Champions of the Chain would like the bond waived for a 50/50 raffle at the Fish Fest September 7, 2018. *All in Agreement*

G. A motion to ratify the appointments by the Village Clerk of Laura Linehan and Brigitte Weber as Deputy Clerks
All in Agreement

12. Old Business

Trustee Marr asked about the status of the land bank, Donovan will look into it.

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

CI

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-45, Resolution approving an agreement with Metra to relocate a water line in connection with the Sayton Road project**

B. Ordinances

1. **2018-37, an Ordinance Approving Northern Illinois Police Alarm System (NIPAS) Agreement**
2. **2018-38 an Ordinance amending Ordinance 2018-33 to correct an error**

C. Motions

1. **Façade Improvement Grant Request 16 E Grand Avenue**
2. **A motion to approve the Raffle License Request from Promote Fox Lake and waive the Bond Manager Requirement.**
3. **A motion to approve the Raffle License Request from Champions of the Chain and waive the Bond Manager Requirement.**
4. **A motion to ratify the appointments by the Village Clerk of Laura Linehan and Brigitte Weber as Deputy Clerks**

*Trustee Jensen made a **motion** to move that items A 1 and B 1- 2 and C 2-4 be established as the Consent Agenda for this meeting by unanimous vote, 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>Absent</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Absent</i>
<i>Motion Carried</i>	

*Trustee Moore 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>Absent</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Moore</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Absent</i>
<i>Motion Carried</i>	

16. Approval of Exceptions

None

17. For the Good of the Order

Mayor Donny Schmit stated that the recipient of the Anchor Award will be the National Honor Society from Grant Community High School. The Honor Society does a lot of work in our Community Garden, events such as the Fish Fry etc.

Mayor Schmit attended the Dealer of the Year Award for Ray Chevrolet; only 2% of approximately 2,500 dealers in the US get this particular award.

The Chamber luncheon was held today, Michael Lescher made an announcement that the Big Hollow property has been sold and they are building an inflatable structure there (the size of two baseball fields).

18. Audience Comments

None

19. Executive Session

*Trustee Jensen made a **motion** to retire into executive session at 7:48 p.m. for approval of executive minutes, threatened litigation and acquisition and to include Mayor Donny Schmit, Village Administrator Anne Marrin, Assistant to the Village Administrator Laura Linehan, Attorney Howard Teegen and Community Development Director Donovan Day. Seconded by Trustee Moore. All were in favor. **Motion carried.***

Reconvene the Village Board Meeting

Trustee Moore made a motion to reconvene the Village Board meeting at 8:08 p.m. seconded by Trustee Jensen.

20. Possible Motion Coming out of Executive Session

21. Adjournment

*Trustee Stochl made a **motion** adjourn the meeting at 8:09 p.m., seconded by Trustee Marr. All were in favor. **Motion Carried.***

Meeting was adjourned at 8:09 P.M.



Debra Dolis, Village Clerk