



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 September 24th, 2019 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, Kealan Noonan, Jimmy Lee, Jr., Ryan Kelly, Phillip Love and Donovan Day.

2. Approval of Minutes

Trustee Konwent made a ***motion*** to approve the Village Board Meeting Minutes for September 10, 2019 as presented, seconded by Trustee Marr. All were in favor. ***Motion Carried***

3. Approval of the Warrant

Trustee Koske made a ***motion*** to approve the Expenditures/Warrants/ Transfers for September 24, 2019 in the amount of \$1,016,088.16, 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
<i>Motion Carried</i>	

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

A. High School Superintendent

Mayor Schmit opened by saying Fox Lake is the best place to live and one of the main things that make the Village so strong is the schools. He then introduced Superintendent Kristy Sefcik to say a few words. Kristy expressed gratitude on behalf of Grant High School for the level of communication and support from Mayor Schmit, the Village Board and Chief Lee. The school was invited to attend planning meetings related to the road work being done outside of Grant. Kristy also had questions about the roads being ready for the Homecoming Parade, but everything was completed in time and the Parade went off without a hitch. She thanked Chief Lee for rolling up his sleeves and helping direct traffic during the construction process, as well as helping out at Grant with some recent issues. Kristy said the communication in Fox Lake is like nowhere else, and she thanked everyone involved.

B. Promote Fox Lake

Mike Lescher said the Promote Fox Lake Board can have up to nine members and they currently have eight. Elections will be held in January. Michael then reviewed Promote Fox Lake's accomplishments over the past year:

- *Planted 3,000 Daffodils.*
- *Mural facing PNC Bank (will be adding grasses in front of mural).*
- *Maintaining the gardens Promote Fox Lake has planted. Looking for volunteers to help maintain the gardens. A future agenda item consideration is the Village contributing funds to Promote Fox Lake to help pay laborers to keep up the gardening.*
- *Lakefront Park Landscaping.*
- *Route 12 clean-up twice a year: April & October.*
- *Wildflower Garden.*
- *Expanding Christmas Lights: 22 foot Christmas tree of lights.*

Michael concluded by saying there is a fundraiser coming up on October 13th at Lynn Catherine's from 1-5pm. Diamond Deli donated a diamond necklace and Hampshire's donated a 65" TV. Tickets are \$10, or 3 for \$20 and winners need not be present to win.

Mayor commended Promote Fox Lake for everything they've done and they are an asset to the community. He said the Village looks great with all the improvements at Lakefront Park and by Thorton's.

C. Short-Term Rental Presentation

Donovan gave a brief history of short-term rentals in Fox Lake. He also explained how Fox Lake's current legislation was created in 2015 to protect the town and neighborhoods against short-term rentals that do not follow regulation. So far, the short-term rentals have been a success with zero complaints filed with Fox Lake Police.

5. **Village President's Report**

Mayor Schmit said the Town Hall Meeting will be held in the Grant High School auditorium on September 25th at 6pm.

He had a meeting with the Land Bank who can acquire abandoned properties and sell them. The homes can be purchased, renovated and sold, with the funds going back into the Land Bank to purchase additional properties. Mayor talked about a service called Pro Champs that gets information from banks on foreclosed properties in the area. They charge \$300 per property, with \$200 going to the Village and \$100 goes to Pro Champs. This can ensure the property remains presentable with cut grass.

Mayor also mentioned that he is on the Port Authority Task Force that includes the Waukegan Airport and the Waukegan Harbor. There was a bill in Springfield to expand the runway at Waukegan Airport and have it financed through property taxes. The Municipal League voiced enough opposition that the bill got pulled but they still want the Airport expanded. The large corporations in the area (Abbvie, Abbott, etc...) who use the Airport will benefit from the expansion. The Waukegan Harbor is silted over and ships won't go in there. Shipments are coming in via truck which is not cost efficient. This is a 'Catch 22' situation as the Army Corp of Engineers says there isn't enough activity in the Harbor to dredge it, while ships won't go into the Harbor because it isn't dredged. Mayor Schmit will keep everyone updated as information becomes available.

6. **Village Administrator's Report**

Anne Marrin thanked the Public Works Department for having sandbags and road blocks ready, and pumping water with all the rain the town received over the weekend. She also thanked Donovan Day and Laura Linehan for being on the phone over the weekend and working with Lake County Emergency Management getting prepared and setting up a plan in case of an emergency. Anne also explained that it's the beginning of 2020 Legislative Programing. Anne is getting the town's legislative issues to the forefront so they make their way down to Springfield. These issues include: abandoned homes, gun control and municipal parking tax.

Village Attorney Report

Attorney Howard Teegan asked that Resolution 2019-R-78, for the Police Department drones, get removed from the consent agenda. He'd like to see a separate motion to make it clear that bids will be waived.

7. **Village Treasurer's Report**

There is none.

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

Question to Donovan: Are Air BnB and BRBO both covered under the same ordinance? Donovan said that both arrangements are covered under the town regulation.

Diane Scardino, the owner of 258 Lippincott: Dianne addressed the Board by saying her husband, Jim, is a seasoned realtor and she is a licensed child care provider in their home. They are landlords for three properties for 18+ years. They are seeking a permit for short-term rentals at their Lippincott property. The homes on the property have historically been vacation homes. They have renovated all four units of the home in the past two years. Their dream is to retire and live in one of their units in the near future. They would never allow any bad behavior and want what is best for themselves, their neighbors and Fox Lake. She appreciates the backing of the Planning and Zoning Commission in applying for this permit. They are willing to have any Board Member visit and see the units for themselves. She thanked the Board for their attention and look forward to helping the growth and improvement of Fox Lake.

Matt Berger, 98 Mark Lane: Acknowledged the work and money put into the units at 258 Lippincott. He explained that the Scardino units are right next to a park and the NAC bar. This past week, there was loud music from the property and traffic back and forth from the park to the bar. Matt said that residents haven't called the police. As property owners, the Scardino's have the right to use their property as a rental. However, he asks that policing and control of the short-term rentals belong to the operator, so that responsibility doesn't fall back on the neighbors.

9. 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. Public Outreach and Technology

Laura Linehan, Assistant to the Village Administrator

- Press Coverage – Lake County Journal got a lot of great shots of the Fishing Derby. There was also additional coverage about the Summer Art Series. The Visit Lake County Blog “Things to do in the Fall” featured the Mayor’s Fish Fry and the Pumpkin Jubilee.

2. Economic Development

Donovan Day, Director of Economic Development

- Meeting for tomorrow is rescheduled due to the Town Hall Meeting. Date and time is TBD.
- Hotel Feasibility Study – Starting to market this study by casting a wide net to attract a variety of investors.
- ICSC Show – Will be held on October 16th at Navy Pier. Teaming up with Lake County Partners, Fox Lake will be able to manage the booth for an hour in order to market Fox Lake. There will be a variety of retailers in attendance, as well as businesses looking for workspace.
- Workshop – Planning and Zoning Commission workshop to be held on October 23rd at 6:30pm in the Village Board Room.
- Los Magueyes – Closer to opening but still no opening date.

3. Infrastructure

Kealan Noonan, Public Works Director

- Grand Ave – Surface coat was laid down before the Homecoming Parade and sod was finished last week. Final concrete fixes will be made in the next few weeks.
- Interconnect Project – Laid 360 feet of force main down Nippersink & Oak towards Grand. On Thursday, there will be a water valve installed at Nippersink and Grand. The water will need to be shut off to local businesses for a few hours that day.
- Grace Ave – Working on the retaining wall on the west side. Concrete will be poured later this week and a stone retaining wall on the east side will begin once that is done.

4. Recreation

Laura Linehan, Assistant to the Village Administrator

- Fish Fry – There were 219 people served, which is up 92 people from last year. Laura thanked all the volunteers who helped out on the event, as well as the Grant High School choir who performed.
- Youth Fishing Derby – 30 kids participated, which is up from 21 last year. Chain of Lakes Sports provided donations and volunteered their time.

- Farmers Market – Final market is tonight. There has been a lot of great feedback from vendors. Attendance was up and there will be a follow-up meeting to get further feedback from the participants.
 - Concert in the Park – Final concert is this Friday in the Community Garden under the twinkle lights.
- Mayor Schmit thanked Laura, Kevin, Matt and the volunteers for organizing the great events over the weekend.

10. New Business

1. Resolution 2019-R-73: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Simon Roofing for the Reroofing of Building No. 10 at the Northwest Regional Water Reclamation Facility
This was a \$200K budgeted item and the lowest bid came in at \$193,494.
2. Resolution 2019-R-74: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Marc Kresmery Construction LLC for the Project to Install Backup Generators at the Menards and Cora Lift Stations
This was a \$100K budgeted item and the lowest bid came in at \$85,850.
3. Resolution 2019-R-75: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Midwest Well Services, Inc. D/B/A Municipal Well and Pump for the Wells 4 and 5 Inspections and Rehabilitation
This was a \$130K budgeted item and the lowest bid came in at \$77,570.
4. Resolution 2019-R-76: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Superior Paving, Inc. for Snowplowing and Ice Control Services at all Metra Parking Lots
This is a \$10K budgeted item and staff is recommending Superior's bid at \$80/hour. The Village has had a history with Superior and they have always done a good job.
5. Resolution 2019-R-77: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept an Agreement with Corbin Design for a Signage Design Project
This will be paid for by the BDD, \$25,800 from the south and \$25,800 from the north. There will be three phases: 1) Analysis, 2) Development, 3) Location of Signs. Trustee Moore asked why the Village wants to go this route instead of using recommendations in the comprehensive plan. Anne Marrin said that Corbin Design will find best placement of the signs, engineer the signs and determine collapsibility. This type of research and directionality is not included in any other Village plan. This will give the Village branding and an identity.
6. Resolution 2019-R-78: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to Sign and Thereby Accept an the Proposal from Aerial Influence, LLC, Elburn, Illinois for Search and Rescue Drone for Use by the Police Department
This item is slightly over budget. The budget was for \$22K and the bid came in at \$23,627. This includes training for drone operation. Users can find people hiding by reading body heat signatures as well as locating people who are lost in the water. Trustee Moore asked if it will cost additional funds if there is additional training needed. Chief Lee said that any additional training will be included in the Department training budget. Sergeant Hoyne is certified in operating drones and will create an internal training program for the department. There will be four officers trained to start. Trustee Jensen asked if it can be used anywhere or anytime. Chief Lee said there are very strict regulations on drone usage. This will be used for police investigation and emergency operations and will be a great asset in helping officers while keeping them safe in more dangerous situations.

7. Ordinance 2019-38: An Ordinance Amending Chapter 2 (Municipal Taxes) of Title 3 (Business and Licensing Regulations) of the Fox Lake Village Code Regarding the Imposition of a Municipal Cannabis Retailers' Occupation Tax
This tax will be at 3% (the maximum allowed) which will be in place as of January 1st, 2020.
8. A Motion to Accept the Planning & Zoning Commission's Recommendation to Approve a Special Use Permit for Jim and Diane Scardino to Operate a Short-term Rental at 258 Lippincott Lane and Direct the Village Attorney to Prepare an Ordinance
*Mayor Schmit read a letter of recommendation from Chairman Gauger of the Planning and Zoning Board, supporting the short-term rental 258 Lippincott Lane.
Trustee Stochl questioned reading the letter because it may be considered a personal letter and not a business letter. Attorney Teegan believes it is a professional letter and not a personal letter.*
9. A Motion to Accept the Planning & Zoning Commission's Recommendation to Approve a Special Use Permit for John Welsh to establish a Multi-family Residential Dwelling Unit at 131 Washington Street within the Washington Street Business District and Direct the Village Attorney to Prepare an Ordinance
This will allow the bottom floor of the building to be used as a residential rental.

11. **Old Business**

There is none.

12. **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 Marr. All were in favor. **Motion carried.***

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

Resolution 2019-R-78: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to Sign and Thereby Accept an the Proposal from Aerial Influence, LLC, Elburn, Illinois for Search and Rescue Drone for Use by the Police Department

*Trustee Moore made a **motion** to waive the formal bid process for the Search and Rescue Drone, seconded by Trustee Marr. All were in favor. **Motion carried.***

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. **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.

1. Resolutions

1. Resolution 2019-R-73: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Simon Roofing for the Reroofing of Building No. 10 at the Northwest Regional Water Reclamation Facility
2. Resolution 2019-R-74: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Marc Kresmery Construction LLC for Lift Station Backup Generator Sets
3. Resolution 2019-R-75: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Midwest Well Services, Inc. D/B/A Municipal Well and Pump for the Wells 4 and 5 Inspections and Rehabilitation
4. Resolution 2019-R-76: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept the Proposal from Superior Paving, Inc. for Snowplowing and Ice Control Services at all Metra Parking Lots
5. Resolution 2019-R-77: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to Sign and Thereby Accept an Agreement with Corbin Design for a Signage Design Project

2. Ordinances

1. Ordinance 2019-38: An Ordinance Amending Chapter 2 (Municipal Taxes) of Title 3 (Business and Licensing Regulations) of the Fox Lake Village Code Regarding the Imposition of a Municipal Cannabis Retailers' Occupation Tax

3. Motions

1. A Motion to Accept the Planning & Zoning Commission's Recommendation to Approve a Special Use Permit for Jim and Diane Scardino to Operate a Short-term Rental at 258 Lippincott Lane and Direct the Village Attorney to Prepare an Ordinance
2. A Motion to Accept the Planning & Zoning Commission's Recommendation to Approve a Special Use Permit for John Welsh to establish a Multi-family Residential Dwelling Unit at 131 Washington Street within the Washington Street Business District and Direct the Village Attorney to Prepare an Ordinance

*Trustee Jensen made a **motion** to move that items Resolutions A-1-5, Ordinances B-1, and Motions 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 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:

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Moore	Aye
Trustee Koske	Aye
Motion Carried	

15. Approval of Exceptions

Trustee Jensen made a motion to pass Resolution 2019-R-78: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to Sign and Thereby Accept an the Proposal from Aerial Influence, LLC, Elburn, Illinois for Search and Rescue Drone for Use by the Police Department, 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
Motion Carried	

16. For the Good of the Order

Trustee Moore wanted to thank staff for staying under budget with so many Village projects. Trustee Koske commended the staff for the wonderful summer Fox Lake has had. The staff makes the Board look so good and she really appreciates all they do.

17. Audience Comments

Glenn Close of 37 Fairfax agrees that the parking downtown should be marked and also stripe the parking lot behind the Post Office. Glenn asked about the snow plow contract of \$80/hr. He wanted to know what was included: how many laborers, trucks, fuel, etc... Kealan said that its \$80/hr per person and that includes the vehicles and fuel.

Matt Berger of 98 Mark Ln asked if there was any update on the property at the corner of 134 and Route 12. He asked why it was classified as an "E1", which Donovan clarified stands for "Estate" and not "Environmental". Matt asked if there were any comments the Mayor wanted to make on the property and Mayor Schmit said it's still confidential at this time.

18. Executive Session

There is no Executive Session.

19. Adjournment

*Trustee Stochl made a **motion** adjourn the meeting at 7:44 p.m., seconded by Trustee Marr. All were in favor. **Motion Carried.***

Meeting was adjourned at 7:32P.M.


Amy Driscoll, Village Clerk