



VILLAGE OF FOX LAKE VILLAGE BOARD MEETING MINUTES

STATE OF ILLINOIS,
Lake and McHenry Counties, } ss.

Village of Fox Lake

This meeting is held in accordance with State of Illinois Executive Order 2020-07 Section 6, held in said Village and County in the State of Illinois at 6:30 p.m. on February 23, 2021, held via Zoom conference. The 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, Konwent, Stochl, Koske, Marr and Moore.

Staff also in attendance via Zoom conference: Laura Linehan, Kealan Noonan, Ryan Kelly, Susan Griffin, Wayde Frerichs, and Jimmy Lee Jr.

2. Approval of Minutes

A. Village Board Meeting Minutes for February 9, 2021

*Trustee Konwent made a **motion** to approve the Village Board Meeting Minutes for February 9, 2021 as presented, seconded by Trustee Marr.*

New guidelines state that all votes must be taken via roll call vote in order to record all individual responses.

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> | |

3. Approval of the Warrant

Trustee Koske made a motion to approve the Expenditures/Warrants/ Transfers for February 23, 2021 in the amount of \$474,890.13, 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 |
| <i>Motion Carried</i> | |

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

A. Swearing in of new Finance Director/Treasurer Wayde Frerichs

There is none.

5. Village President's Report

Mayor discussed a staffing analysis proposal for Village Hall. It will take about four months for Northern Illinois University to conduct the study. There are additional options that can be added to the study that the Board will need to approve: Interview with the Mayor, SWOT analysis, restructuring input and customer stakeholder assessment. An additional Information Technology Assessment can be done but Laura and the Mayor don't think that is a 'must have' at this time. Staff recommends moving forward without the IT portion. Tonight, Mayor is looking for Board approval to move forward and the contract will be ratified at the next Board Meeting. Trustee Koske asked if this is the same type of exercise the Village conducted right after Mayor Schmit took office, to rearrange the Village Board. Mayor said it is similar but there was a grant for that study. It also took about four months. For this study, NIU will interview the Mayor, staff, and the Village Board. Going forward, the plan is to give every department the ability to talk to one another via computer. Right now, some systems don't talk to one another. Payroll goes through six hands right now and that is not very efficient. Mayor said to get the restructuring done now, to determine what the Village needs in terms of a Community Development Director. Trustees Koske and Moore agree it is worth the investment to do the study. Trustee Marr said the range of quotes was between \$15K - \$60K, which is quite a wide range. Laura said NIU came in between \$15K - \$20K. Only one company was between \$30K - \$60K, and most were between \$20K - \$25K. Technically this is a professional service, but Howard said a motion can be made to waive the formal bidding procedure. Howard said it is not a bidding item but better to be safe than sorry by waiving the bid. Based on the Boards approval, staff will proceed with the process, along with the four additional assessments (less the IT portion). Formal approval will take place during the next Board Meeting.

6. Village Administrator's Report

There is none.

7. Village Attorney Report

There is none.

8. Village Treasurer's Report

Mayor said the balance in the BDD funds looks over committed in the Central District between the sidewalk project and Holly roadwork, so he asked that staff look at that.

Mayor said the monthly report looked great and very informative. Trustee Moore agreed that the additions of charts and graphs made it easier for her to understand.

9. Preliminary Audience Comments (on Agenda Items Only)

There are none.

10. Motion to Recess to Committee of the Whole Meeting

*Trustee Jensen Konwent a **motion** to recess to the Committee of the Whole, 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

A. Strategic Planning Team Reports

The Mayor asked for comments and there were none.

11. New Business

A. Resolution 2021-R-08: A Resolution Authorizing Change Order No. 1 on the Fox Lake Interconnect Phase II Project

Realignment of pipeline that saved the village money in the north end by treatment plan, required removal of additional trees. Using \$10K out of both sewer and water contingency funds.

B. Resolution 2021-R-09: A Resolution Pledging Good Faith Efforts of the Village of Fox Lake to Comply with Permit Conditions for Work Performed in I.D.O.T Right of Way for the Years 2021 and 2022

Regulatory permit with IDOT.

C. Resolution 2021-R-10: A Resolution Authorizing Change Order No. 1 on the Nippersink Blvd Reconstruction Project

Total cost will be \$2,300 to take out a manhole and reconfigure so pipe wouldn't be sticking out the top.

D. Resolution 2021-R-11: A Resolution to Enter into an Employee Leasing Agreement with GovTemps USA, LLC for an Interim Community and Economic Development Director

Need interim help since Donovan left. This is a very busy growth period for Fox Lake and Community Development can really use the help. GovTemps found a very good candidate and he will be working in-house 2 days a week for \$98/hour. This will most likely be a 6-month contract. The candidate has a great wealth of experience and will be a great fit. He can start as early as this Friday. Staff and Mayor both recommend entering into the agreement.

E. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Thursday and Waive the Bond Requirement

12. Old Business

Trustee Marr asked about the pending easement for the last of the Route 12 sidewalks. Kealan said there is no easement yet, but it has been put on the addendum that portion of sidewalk will be complete by November 30th. The owner of the easement seemed happy with that option.

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 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

There are 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. Resolution 2021-R-08: A Resolution Authorizing Change Order No. 1 on the Fox Lake Interconnect Phase II Project
2. Resolution 2021-R-09: A Resolution Pledging Good Faith Efforts of the Village of Fox Lake to Comply with Permit Conditions for Work Performed in I.D.O.T Right of Way for the Years 2021 and 2022
3. Resolution 2021-R-10: A Resolution Authorizing Change Order No. 1 on the Nippersink Blvd Reconstruction Project
4. Resolution 2021-R-11: A Resolution to Enter into an Employee Leasing Agreement with GovTemps USA, LLC for an Interim Community and Economic Development Director

B. Ordinances

There are none.

C. Motions

1. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Thursday and Waive the Bond Requirement

Trustee Jensen made a motion to move that items, Resolutions A 1-4, and Motions C-1, 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> |

Motion Carried

*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

There are none.

17. For the Good of the Order

Trustee Moore mentioned an article about, soon, there will be air highways because of drones and service drones. This is something the Board will have to start thinking about and she wanted to share that because sooner than later the Board may have to be discussing that.

18. Audience Comments

Sean Stochl of Fox Lake said he is looking at the Zoning Book for Fox Lake; code ordinance 9-1-6-13. He has received emails recently and he intends to appeal this from the Building Commissioner. He believes there were some inequities that were received, and he is trying to get guidance. He called the Village, but they haven't been able to issue anything. He is looking for form 9-1-6-13 online and can't find anything. Mayor Schmit said the Village attorney will investigate this tomorrow and get back to him promptly. Mayor asked if there were any other audience comments and there were none.

21. Reconvened Hearing Regarding the Special Use Permit for the Property Located at 100 S. Route 12, Fox Lake, Illinois.

Mayor Schmit opened the hearing.

22. Public Comment Regarding the Special Use Permit for the Property Located at 100 S. Route 12, Fox Lake, Illinois.

Mayor Schmit asked for public comment and there was none.

Mayor said the new property owner is now in title. There is a cross-access agreement for the Culvers owner and the new owner of 100 S. Route 12. Staff has received a draft of the easement and will need to determine how it will affect the Special Use Permit.

The Village is continuing the Special Use proceedings to March 23, 2021 at 6:30pm. The 13th Supplemental Findings entered into in July 2020 will remain in effect.

Mayor Schmit closed the hearing.

23. Executive Session

*Trustee Jensen made a **motion** to retire into Executive Session at 7:00pm, for discussion on Land Acquisition, Personnel Matters and Pending Litigation; to include Mayor Schmit, Howard Teegen, Yvette Heintzelman and Laura, 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 Moore</i> | <i>Aye</i> |
| <i>Trustee Koske</i> | <i>Aye</i> |
| <i>Motion Carried</i> | |

24. Adjournment (made from Executive Session)

Trustee Stochl made a motion to adjourn the meeting at 7:51pm, 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> | |

Meeting was adjourned at 7:51 P.M.



Amy Driscoll, Village Clerk