



## **VILLAGE OF FOX LAKE VILLAGE BOARD MEETING MINUTES**

## 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 26, 2024, and held via in-person and 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 Donny Schmit, Village Attorney Jeff Nutschnig, Trustees: Ron Stochl, Jeff Jensen, Brian Marr, Bernice Konwent, Amy Driscoll, Debra Vander Weit, and Clerk Michelle Runnion

Staff also in attendance: Jessica Chernich, Jodi Luka, Mary Locher, John Thompson, Dawn DeServi, and Lindsay Szafran

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for March 12, 2024

Trustee Marr made a **motion** to approve the Village Board Meeting Minutes for March 12, 2024, seconded by Trustee Vander Weit.

*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>Abstain</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Driscoll</i>	<i>Aye</i>

*Trustee Vander Weit Aye  
Motion carried.*

**B. Special COW Budget Workshop Minutes – March 11, 2024**

*Trustee Konwent made a motion to approve the Special COW Budget Workshop Minutes for March 11, 2024, 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 Driscoll</i>	<i>Abstain</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>

*Motion carried.*

**3. Special Business (Appointments, Swearing-In Ceremonies, Proclamations)**  
*There was none.*

**4. Village President's Report**

*The mayor shared that the Easter Egg Hunt and Lions Club Pancake Breakfast last Saturday was well attended, though there was an issue as a sewer pipe broke. He also shared that there was a Daily Herald article about the Lakefront Park.*

**5. Village Administrator's Report**

*There was none.*

**6. Village Attorney Report**

*There was none.*

**7. Village Treasurer's Report**

*Mary Locher highlighted some of the information provided in the written report. She pointed out the grants revenue now includes recognition of the remaining ARPA funds (Covid Relief) that were expended on the 2022 Roadway Program this year. Also, other revenues include interest income. The warrant will be approved after the Consent Agenda as there is a need to approve a change order prior to the warrant approval.*

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

*There were none.*

**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**

*There were no questions.*

**10. New Business**

**A. Resolution 2024-R-15: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Enter into an Intergovernmental Agreement between the Village of Fox Lake and the Northeastern Illinois Regional Crime Laboratory for the Usage of their Forensic Services**

*This item is to authorize the Mayor to Sign and Thereby Enter into an Intergovernmental Agreement between the Village of Fox Lake and the Northeastern Illinois Regional Crime Laboratory for the Usage of their Forensic Services. There is no budgetary impact at this time. The cost for FY23/24 is \$19,028.00.*

**B. Resolution 2024-R-16: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from Mad Bomber Fireworks Productions for the 2024 Fireworks Display**

*This item is to authorize the Mayor to Sign and Thereby Accept the Proposal from Mad Bomber Fireworks Productions for the 2024 Fireworks Display. There was only one bidder in the amount of \$50,000. The company has provided fireworks display for the past several years.*

**C. Resolution 2024-R-17: A Resolution Approving Engineering Services with Trotter and Associates, Inc. for Phase I Lead Service Line Replacement Construction Services**

*This item is to approve Engineering Services with Trotter and Associates, Inc. for Phase I Lead Service Line Replacement Construction Services. This includes consulting with the Village, providing construction administration services, on site project oversight, and contractors completion documents at a cost of \$217,500.*

**D. Resolution 2024-R-18: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to Accept a Quote Through the Sourcewell Government Contract for the Purchase of a 2023 Morbark Brush Chipper and the Trade-in of Existing Chipper**

*This item is to authorize the Mayor and Village Clerk to Accept a Quote Through the Sourcewell Government Contract for the Purchase of a 2023 Morbark Brush Chipper and the Trade-in of Existing Chipper. The current brush chipper has needed many repairs and there has been a need to rent a gas chipper. The cost for the chipper is \$46,941 .55 with trade in.*

**E. Resolution 2024-R-19: A Resolution Authorizing Village Staff to Enter into an Agreement with a5 Branding & Digital in the Amount Not to Exceed \$54,000 for Branding and Marketing Materials**

*This item is to authorize Village Staff to Enter into an Agreement with a5 Branding & Digital in the Amount Not to Exceed \$54,000 for Branding and Marketing Materials. This will increase brand recognition and advertising. The contract is to complete the services in the contract with no timeframe indicated.*

**F. Resolution 2024-R-20: A Resolution Authorizing Change Order No. 1 on the Main Lift Force Main Extension Project**

*This item is to authorize Change Order No. 1 on the Main Lift Force Main Extension Project. Additional modifications were needed resulting in a net change of \$36,002.71 increasing the total contract to \$449,732.71.*

**G. Resolution 2024-R-21: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from Five Star Energy Services, LLC for Phase I Construction of the Lead Service Line Replacement Program**

*This item is to authorize the Mayor to Sign and Thereby Accept the Proposal from Five Star Energy Services, LLC for Phase I Construction of the Lead Service Line Replacement Program. There were six bids received with Five Star Energy having the lowest bid at \$1,584,872.25.*

**H. Resolution 2024-R-22: A Resolution of Authorization for the Land & Water Conservation Fund (LWCF) Grant Program**

*This item is being pulled from the agenda as the grant will not be applied for.*

**I. Ordinance 2024-09: An Ordinance Authorizing the Village of Fox Lake, Lake, and McHenry Counties, Illinois to Borrow Funds from the Public Water Supply Loan Program for the Lead Service Line Replacement Program, Phase I**

*This item is to authorize the Village of Fox Lake, Lake, and McHenry Counties, Illinois to Borrow Funds from the Public Water Supply Loan Program for the Lead Service Line Replacement Program, Phase I.*

**J. Motion to Ratify the Approval of a Raffle License Application from the American Legion to Conduct a 50/50 Raffle and Waive the Bond Requirement**

*This item is to approve the Raffle License Application from the American Legion to Conduct a 50/50 Raffle on March 16<sup>th</sup> and Waive the Bond Requirement.*

**K. Motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short-Term Rental at 4 N. Pistakee Lake Road and Authorize the Attorney to Prepare the Ordinance**

*This item is to accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short-Term Rental at 4 N. Pistakee Lake Road and Authorize the Attorney to Prepare the Ordinance.*

**L. Motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short-Term Housing Rental at 16 N. Pistakee Lake Road #4 & 5 and Authorize the Attorney to Prepare the Ordinance**

*This item is to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short-Term Housing Rental at 16 N. Pistakee Lake Road #4 & 5 and Authorize the Attorney to Prepare the Ordinance.*

**11. Old Business**

*There is none.*

**12. 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 the Village Board meeting, seconded by Trustee Marr.*

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

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

*The Mayor removed item A 8 and Trustee Driscoll requested items C-2 and C-3 be removed from the consent agenda.*

**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.

**A. Resolutions**

1. Resolution 2024-R-15: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Enter into an Intergovernmental

Agreement between the Village of Fox Lake and the Northeastern Illinois Regional Crime Laboratory for the Usage of their Forensic Services

2. Resolution 2024-R-16: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from Mad Bomber Fireworks Productions for the 2024 Fireworks Display

3. Resolution 2024-R-17: A Resolution Approving Engineering Services with Trotter and Associates, Inc. for Phase I Lead Service Line Replacement Construction Service

4. Resolution 2024-R-18: A Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake to Accept a Quote Through the Sourcewell Government Contract for the Purchase of a 2023 Morbark Brush Chipper and the Trade-in of Existing Chipper

5. Resolution 2024-R-19: A Resolution Authorizing Village Staff to Enter into an Agreement with a5 Branding & Digital in the Amount Not to Exceed \$54,000 for Branding and Marketing Material
6. Resolution 2024-R-20: A Resolution Authorizing Change Order No. 1 on the Main Lift Force Main Extension Project
7. Resolution 2024-R-21: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from Five Star Energy Services, LLC for Phase I Construction of the Lead Service Line Replacement Program
8. ***Removed from Consent Agenda*** - Resolution 2024-R-22: A Resolution of Authorization for the Land & Water Conservation Fund (LWCF) Grant Program

**B. Ordinances**

1. Ordinance 2024-09: An Ordinance Authorizing the Village of Fox Lake, Lake and McHenry Counties, Illinois to Borrow Funds from the Public Water Supply Loan Program for the Lead Service Line Replacement Program, Phase I

**C. Motions**

1. Motion to Ratify the Approval of a Raffle License Application from the American Legion to Conduct a 50/50 Raffle and Waive the Bond Requirement
2. ***Removed from Consent Agenda*** - Motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short Term Rental at 4 N. Pistakee Lake Road and Authorize the Attorney to Prepare the Ordinance
3. ***Removed from Consent Agenda*** - Motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short Term Housing Rental at 16 N. Pistakee Lake Road #4 & 5 and Authorize the Attorney to Prepare the Ordinance

*Trustee Jensen made a motion to move that Resolutions A – I-7 Ordinances B 1 and Motion 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:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye

Trustee Marr            Aye  
Trustee Driscoll       Aye  
Trustee Vander Weit Aye  
**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:*  
Trustee Jensen        Aye  
Trustee Stochl        Aye  
Trustee Konwent       Aye  
Trustee Marr           Aye  
Trustee Driscoll       Aye  
Trustee Vander Weit Aye  
**Motion carried**

#### 15. Approval of Exceptions

Trustee Vander Weit made a motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short Term Rental at 4 N. Pistakee Lake Road and Authorize the Attorney to Prepare the Ordinance, seconded by Trustee Marr.

*A roll call vote was taken as follows:*  
Trustee Jensen        Aye  
Trustee Stochl        Abstain  
Trustee Konwent       Aye  
Trustee Marr           Aye  
Trustee Driscoll       No  
Trustee Vander Weit Aye  
**Motion carried**

Trustee Vander Weit made a motion to Accept the Planning and Zoning Commission's Recommendation to Approve a Special Use Permit to Operate a Short-Term Housing Rental at 16 N. Pistakee Lake Road #4 & 5 and Authorize the Attorney to Prepare the ordinance, seconded by Trustee Konwent.

*A roll call vote was taken as follows:*  
Trustee Jensen        Aye  
Trustee Stochl        Abstain  
Trustee Konwent       Aye  
Trustee Marr           Aye  
Trustee Driscoll       No  
Trustee Vander Weit Aye  
**Motion carried**

**16. Approval of the Warrant**

**a. Approval of the Warrant – March 26, 2024**

*Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for March 26, 2024, in the amount of \$1,468,693.73, seconded by Trustee Driscoll.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Aye

***Motion carried***

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

*There were none.*

**18. Audience Comments**

*Patty Russell shared that the Lakefront Park also was mentioned on WBBM radio in a positive light.*

**21. Executive Session**

*Trustee Jensen made a motion to retire into executive session at 7:04 pm for Collective Bargaining, seconded by Trustee Konwent, and to include Assistant Administrator Jessica Chernich and Lindsay Szafran. All were in favor, Motion carried.*

**22. Adjournment (made in Executive Session)**

*Trustee Stochl made a motion to adjourn the meeting at 7:20 pm, seconded by Trustee Konwent. All were in favor. Motion carried.*

**Meeting was adjourned at 7:20 P.M.**

  
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Michelle Runion, Village Clerk