



## 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 May 14, 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 Howard Teegeen, Trustees: Ron Stochl, Bernice Konwent, Jeff Jensen, Brian Marr, Amy Driscoll, Debra Vander Weit (via Zoom) and Clerk Michelle Runnion

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

#### 2. Approval of Minutes

##### A. Village Board Meeting Minutes for April 23, 2024

*Trustee Marr made a motion to approve the Village Board Meeting Minutes for April 23, 2024, 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>Abstain</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Abstain</i>

*Motion carried.*

**3. Approval of the Warrant**

**A. Approval of the Warrant – May 14, 2024**

*Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for May 14, 2024, in the amount of \$3,191,202.60, 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.*

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

**A. National Police Week Proclamation**

*Mayor Schmit read the proclamation for National Police Week as the week of May 12-18 in honor of the men and women whose dedication, service and professionalism keep our village safe and also to observe May 15, 2024 as “Peace Officers Memorial Day” to honor our law enforcement officers who have made the ultimate sacrifice to their community or have been disabled in the performance of their duties.*

**B. National Safety Boating Week**

*Mayor Schmit read the proclamation for National Safe Boating as the week of May 18-24 in commitment to the effort to promote safe boating.*

**C. 2024-2025 Appointments**

*Mayor Schmit requested a motion to approve the appointments of:*

*Village Administrator - Jessica Chernich*

*Chief of Police - Dawn DeServi*

*Treasurer/Finance Director - Mary Locher*

*ESDA Coordinator - Lindsay Szafran*

*Adjudication Hearing Officer - Timothy Evans*

*Planning and Zoning Board Chairman - David Gauger*

*Planning and Zoning Board Member - Eric Swanson*

*Planning and Zoning Board Member - Michelle Stewart*

*Fire and Police Commission Member -Greg Kenney*

*Police Pension Board Member - Ed Becker*

*ETSB/911 Board Member -Mark Schindler*

*Village Engineer - Trotter & Associates*

*Village Attorney - Johnson, Teegen, Argueta & Bawcum, LTD*

*Historian - Paul Jakstas*

*Park Ranger - Jack Kiesgen*

*Trustee Konwent made a motion to approve the appointments as listed, 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.***

**5. Village President's Report**

**A. American Legion Auxiliary Poppy Day**

*Jeanette Jennings shared that Poppy Day would be May 24<sup>th</sup> with a service on May 25<sup>th</sup> to honor the fallen. She also shared how the donations are used for support our veterans.*

**6. Village Administrator's Report**

*Jessica Chernich shared that Jennifer Kuhn has been hired as the Parks and Recreation Manager and started her position yesterday.*

**7. Village Attorney Report**

*Howard Teegen reported that the purchase of 123 Nippersink has been completed.*

**8. Village Treasurer's Report**

*Mary Locher shared that the 2024 Audit request for the Police Pension is complete and that three quarters of the cost of the cameras has been reimbursed through a grant.*

**9. Preliminary Audience (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 Jensen. All were in favor, **Motion carried.***

**A. Strategic Planning Team Reports**

*There were no questions or comments.*

**11. New Business**

**A. Resolution 2024-R-31: A Resolution for Custodial Services Extension with Multisystem Management Company**

*This item is to approve Custodial Services Extension with Multisystem Management Company. This is a one-year extension to the existing contract in the amount of \$27,586 with an increase of \$312 per month when Lakefront Park opens.*

**B. Resolution 2024-R-32: A Resolution Approving Change Order No. 2 on the Screw Pump Rehabilitation Project at the NWRWRF**

*This item is to approve Change Order No. 2 on the Screw Pump Rehabilitation Project at the NWRWRF. The cost of rehabilitation of the old gear boxes was \$30,000 and new gears boxes will be \$27,136. As a result, a request for a change order is needed.*

**C. Resolution 2024-R-33: A Resolution Authorizing the Mayor and Director Novak to Sign Illinois Environmental Protection Agency Loan Application Documents**

*This item is to authorize the Mayor and Director Novak to Sign Illinois Environmental Protection Agency Loan Application Documents.*

**D. Resolution 2024-R-34: A Resolution Accepting the Proposal from Trotter and Associates for Professional Engineering Services for the Villages Roadway Inventory**

*This item is to Accept the Proposal from Trotter and Associates for Professional Engineering Services for the Villages Roadway Inventory. This is a helpful report on the 59 miles of road within the Village and ranking them based on condition and use. The cost is \$61,400.*

**E. Resolution 2024-R-35: A Resolution Authorizing the Mayor to Sign and Approve a Collective Bargaining Agreement Between the Village of Fox Lake and the Illinois Fraternal Order of Police Labor Council, Fox Lake Telecommunicators for the Period of May 1, 2024 – April 30, 2026**

*This item is to authorize the mayor to Sign and Approve a Collective Bargaining Agreement Between the Village of Fox Lake and the Illinois Fraternal Order of Police Labor Council, Fox Lake Telecommunicators for the Period of May 1, 2024 – April 30, 2026. This agreement includes a Year One COLA of 5% and in Year Two 3%.*

**F. Ordinance 2024-20: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Special Use Permit to Patrick Sheehan to Operate a Short-Term Rental at 188 Howard Court**

*This item is to amend the zoning ordinance by Granting a Special Use Permit to Patrick Sheehan to Operate a Short-Term Rental at 188 Howard Court*

**G. Ordinance 2024-21: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Variation to 144 Eagle Point Road to Maintain its Legal Non-Conforming Status**

*This item is to amend the Zoning Ordinance of the Village of Fox Lake by Granting Variation to 144 Eagle Point Road to Maintain its Legal Non-Conforming Status.*

**H. Ordinance 2024-22: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Special Use Permit to JNK of Fox Lake (Honda)**

*This item is to Amend the Zoning Ordinance of the Village of Fox Lake by Granting Special Use Permit to JNK of Fox Lake to build a Honda car dealership at 89 and 91 Rt. 12.*

**I. Ordinance 2024-23: An Ordinance Directing the Disposal of Surplus Property by Various Means**

*This item is to approve an Ordinance Directing the Disposal of Surplus Property by Various Means. This includes 39 items that are either obsolete or require too much expense to fix or repair.*

**J. Motion to Accept the Planning & Zoning Commission's Recommendation to Approve the PUD Amendment at 329 Thomas and Request the Attorney to Prepare the Ordinance**

*This item is to Accept the Planning and Zoning Commission's Recommendation to Approve the PUD Amendment at 329 Thomas and Request the Attorney to Prepare the Ordinance. There is a requirement that no permit should be issued until a certified structural engineer report is provided and that there be fencing on the east side of the property abutting Holiday Park. There was an objection from Thomas Place resulting in a requirement of four votes yes.*

**K. Motion Authorizing the Mayor to Sign and Thereby Accept a Contract with Fire Safety Consultants Inc for an Assessment and Recommendation of Building Code Updates**

*This item is to Authorize the Mayor to Sign and Thereby Accept a Contract with Fire Safety Consultants Inc for an Assessment and Recommendation of Building Code Updates. The Village is currently using the 2015 code, and this will be to adopt the 2021 code. The cost is \$6500.00.*

**L. Motion to Authorize the FY2025 Budget Fund Transfer of \$5,162,900 from the General Fund to the Capital Improvement, Repair or Replacement Fund**

*This item is to Authorize the FY2025 Budget Fund Transfer of \$5,162,900 from the General Fund to the Capital Improvement, Repair or Replacement Fund, this amount is in the budget. The fund was established but the item was not used in the past and will now help to plan and set aside monies.*

**M. Motion to Approve a Variance for Leisure Village Association to Construct an Irrigation Well and Authorize the Attorney to Prepare a Resolution or Ordinance**

*This item is to approve a variance for Leisure Village Association to Construct an Irrigation Well and Authorize the Attorney to Prepare a Resolution or Ordinance. This will replace an existing irrigation pump. This includes a condition to get approval from Hickory Cove.*

**N. Motion to Authorize the Mayor and Attorney to Sign the Federal Transit Administration (FTA) Fiscal Year 2024 Certifications and Assurances**

*This item is to Authorize the Mayor and Attorney to Sign the Federal Transit*

*Administration (FTA) Fiscal Year 2024 Certifications and Assurances. This is a yearly certification.*

**O. Motion to Approve the Raffle License Application from Lake Villa Memorial Post 4308 Auxiliary to Conduct a One Day 50/50 Raffle and Waive the Bond Requirement**

*This item is to Approve the Raffle License Application from Lake Villa Memorial Post 4308 Auxiliary to Conduct a One Day 50/50 Raffle and Waive the Bond Requirement for a Mopar Car Show at Veterans Park.*

**P. Motion to Approve the Raffle License Application from the American Legion for the Queen of Hearts Raffle Every Tuesday and Be Required to Maintain their Bond**

*This item is to Approve the Raffle License Application from the American Legion for the Queen of Hearts Raffle Every Tuesday and Be Required to Maintain their Bond.*

**Q. Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Monday and Tuesday and Waive the Bond Requirement**

*This item is to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Monday and Tuesday and Waive the Bond Requirement.*

**12. Old Business**

**A. Motion to Accept the Planning and Zoning Commission's Recommendation to Amend Ordinance 2015-45, a Planned Unit Development Located at 0 Manor and Direct the Attorney to Prepare the Ordinance**

*This item is to Accept the Planning and Zoning Commission's Recommendation to Amend Ordinance 2015-45, a Planned Unit Development Located at 0 Manor and Direct the Attorney to Prepare the Ordinance. This item was discussed in the Prior Village Board Meeting. The stormwater issues have been reviewed and final plans will need to be submitted. This item will require a Super Majority vote of four Ayes.*

**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 the Village Board meeting, seconded by Trustee Jensen. All were in favor. **Motion carried.***

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

*Trustee Stochl requested item C-9 be removed from the consent agenda.*

**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 2024-R-31: A Resolution for Custodial Services Extension with Multisystem Management Company
2. Resolution 2024-R-32: A Resolution Approving Change Order No. 2 on the Screw Pump Rehabilitation Project at the NWRWRF
3. Resolution 2024-R-33: A Resolution Authorizing the Mayor and Director Novak to Sign Illinois Environmental Protection Agency Loan Application Document
4. Resolution 2024-R-34: A Resolution Accepting the Proposal from Trotter and Associates for Professional Engineering Services for the Villages Roadway Inventor
5. Resolution 2024-R-35: A Resolution Authorizing the Mayor to Sign and Approve a Collective Bargaining Agreement Between the Village of Fox Lake and the Illinois Fraternal Order of Police Labor Council, Fox Lake Telecommunicators for the Period of May 1, 2024 – April 30, 2026

**Ordinances**

1. Ordinance 2024-20: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Special Use Permit to Patrick Sheehan to Operate a Short-Term Rental at 188 Howard Court
2. Ordinance 2024-21: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Variation to 144 Eagle Point Road to Maintain its Legal Non-Conforming Status
3. Ordinance 2024-22: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting Special Use Permit to JNK of Fox Lake (Honda)
4. Ordinance 2024-23: An Ordinance Directing the Disposal of Surplus Property by Various Means

**B. Motions**

1. Motion to Accept the Planning & Zoning Commission's Recommendation to Approve the PUD Amendment at 329 Thomas and Request the Attorney to Prepare the Ordinance
2. Motion Authorizing the Mayor to Sign and Thereby Accept a Contract with Fire Safety Consultants Inc for an Assessment and Recommendation

of Building Code Updates

3. Motion to Authorize the FY2025 Budget Fund Transfer of \$5,162,900 from the General Fund to the Capital Improvement, Repair or Replacement Fund
4. Motion to Approve a Variance for Leisure Village Association to Construct an Irrigation Well and Authorize the Attorney to Prepare a Resolution or Ordinance
5. Motion to Authorize the Mayor and Attorney to Sign the Federal Transit Administration (FTA) Fiscal Year 2023 Certifications and Assurance
6. Motion to Approve the Raffle License Application from Lake Villa Memorial Post 4308 Auxiliary to Conduct a One Day 50/50 Raffle and Waive the Bond Requirement
7. Motion to Approve the Raffle License Application from the American Legion for the Queen of Hearts Raffle Every Tuesday and Be Required to Maintain their Bond
8. Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Monday and Tuesday and Waive the Bond Requirement
9. ***Removed from Consent Agenda*** - Motion to Accept the Planning and Zoning Commission's Recommendation to Amend Ordinance 2015-45, a Planned Unit Development Located at 0 Manor and Direct the Attorney to Prepare the Ordinance

*Trustee Jensen made a motion to move that Resolutions A – 1,2,3,4,5 Ordinances B 1,2,3,4 and Motion C 1,2,3,4,5,6,7,8 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:*

<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>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>

***Motion carried.***

**16. Approval of Exceptions**

*Trustee Driscoll made a motion to Accept the Planning and Zoning Commission's Recommendation to Amend Ordinance 2015-45, a Planned Unit Development Located at 0 Manor and Direct the Attorney to Prepare the Ordinance, seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>No</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>
<i>Mayor Schmit</i>	<i>Aye</i>

***Motion carried.***

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

*There were no comments.*

**18. Audience Comments**

*There were none.*

**20. Executive Session**

*There was none.*

- 21.** *Trustee Stochl made a motion to adjourn the meeting at 7:08 pm, seconded by Trustee Konwent. All were in favor. Motion carried.*

**Meeting was adjourned at 7:08 P.M.**

  
Michelle Runnion, Village Clerk