



**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 June 24, 2025, and held via in-person and via Microsoft Teams, 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 Teegen, Trustees: Jeff Jensen, Brian Marr, David Gauger, Bernice Konwent, Amy Driscoll, and Clerk Michelle Runnion.

Absent: Trustee Debra Vander Weit

Staff also in attendance: Jessica Chernich, Jodi Luka, Steve Wirch, Mary Locher, John Thompson, Jennifer Kuhn, Dawn DeServi, Lindsay Szafran and Sunni Butler.

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for June 10, 2025

Trustee Gauger made a **motion** to approve the Village Board Meeting Minutes for June 10, 2025, seconded by Trustee Marr.

*A roll call vote was taken as follows:*

*Trustee Jensen*                            *Aye*

Trustee Gauger Aye

### Trustee Konwent Abstain

*Trustee Marr*      *Ave*

Trustee Driscoll Aye

Trustee Vander Weit Absent

### *Motion carried*

**3. Approval of the Warrant**

**A. Approval of the Warrant – June 24, 2025**

*Trustee Konwent made a **motion** to approve the Expenditures/Warrants/Transfers for June 24, 2025, in the amount of \$1,043,363.96, seconded by Trustee Driscoll.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Gauger	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Absent

***Motion carried***

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

**A. SPT Appointments**

*The Strategic Planning Teams are as follows:*

**Recreation** – Trustee Marr, Trustee Konwent, Trustee Driscoll, and Trustee Gauger

**Infrastructure** – Trustee Driscoll, Trustee Jensen, Trustee Vander Weit, and Trustee Konwent

**Economic** – Trustee Vander Weit, Trustee Marr, Trustee Jensen, and Trustee Gauger

**B. Staff Recognition- Lindsey Szafran**

*The mayor and on behalf of the Village expressed appreciation to Lindsey Szafran, ESDA Coordinator, and provided her with a certificate of appreciation for her years of service, being instrumental in the award winning 911 system, and for helping to ensure a seamless transition. She was congratulated on her new position.*

**C. Appointment of ESDA Coordinator, John Schuldt**

*ESDA Coordinator, John Schuldt was sworn in by Clerk Runnion.*

**5. Village President's Report**

*The mayor clarified that the CMAP study was paid with a \$150,000 grant and the Village share was less than \$10,000. He also shared that all the events have been very successful; the Village is listening to the concerns of restaurant owners around the Friday Night Concerts.*

**6. Village Administrator's Report**

*Jessica Chernich stated that the email migration did not go as smoothly as hoped. There were some difficulties with receiving and opening emails, but it seems to have been corrected now.*

**7. Village Attorney Report**

*There was none.*

**8. Village Treasurer's Report**

*Mary Locher shared that in the first month of the year they are working to smooth out the repetitive expenses and revenue for more consistency and better comparisons going forward.*

**9. Preliminary Audience Comments (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/comments.*

**11. New Business**

**A. Resolution 2025-R-43: A Resolution Authorizing the Mayor of the Village of Fox Lake to Approve Work Order 069 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Menards Lift Station Improvements**

*This item is to authorize and approve Work Order 069 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Menards Lift Station Improvements. The original estimate was for \$2M. Alternatives were considered, and it was determined that the pumping capacity of the facility could be increased to approximately 1600 gpm. The cost for design engineering and bidding services is \$58,530.*

**B. Resolution 2025-R-44: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through Currie Motors Ford for the Purchase of One New F-150 Super Cab Fleet Truck Under Contract #232 through the Suburban Purchasing Cooperative**

*This item authorizes the mayor to accept the quote through Currie Motors Ford for the purchase of one New F-150 Super Cab Fleet Truck under contract #232 through the Suburban Purchasing Cooperative. This vehicle will be for supervisor use with the current Ford F-250 shifted to staff use. The cost is \$48,825.*

**C. Resolution 2025-R-45: A Resolution Approving a Proposal for a Contract with Peter Baker & Son Co. for the 2025 MFT Roadway Program**

*This item is to approve a proposal for a contract with Peter Baker & Son Co. for the 2025 MFT Roadway Program. The contract is for road rehabilitation of James Road, Eastshore Drive, Dunns Court, Bennets Alley, and Frontage Road. The cost is \$867,087.67.*

**D. Resolution 2025-R-46: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from GenComm for the Purchase and Installation of Rapid Warning Activation Control System for Emergency Warning Sirens**

*This item is to authorize the mayor to sign and thereby accept the proposal from GenComm for the purchase and Installation of Rapid Warning Activation Control System for Emergency Warning Sirens. The cost is \$23,833.56 then \$3000/yr for software and maintenance upgrades. This is a budgeted item at \$150,000. There will be a need to waive the bidding for this item.*

**E. Motion to Accept the Planning & Zoning Commission's Recommendation Granting a Special Use Permit to Store Contractor Equipment as Part of a Resale Shop and Authorize the Attorney to Prepare the Ordinance**

*This item is to accept the Planning & Zoning Commission's recommendation granting a Special Use Permit to Store Contractor Equipment as part of a resale shop and authorize the Attorney to prepare the Ordinance. The location is 129 Rt 12. There is a stipulation that the trucks must be stored in the back.*

**F. Motion to Accept Planning and Zoning's Finding of Substantial Conformance for a Final Development Plan for the Residential Development at the Northwest Corner of Rt 12 and Big Hollow Road**

*This item is to accept Planning and Zoning's Finding of Substantial Conformance for a Final Development Plan for the Residential Development at the Northwest Corner of Rt 12 and Big Hollow Road. There were two engineering reviews, and it was determined it meets substantial conformance.*

**G. Motion to Approve a Façade Improvement Program Request for 16 E. Grand Avenue, Specifically Lakes Realty Group**

*This item is to approve a Façade Improvement Program Request for 16 E. Grand Avenue, specifically Lakes Realty Group. The total cost is \$2800, and the request is for \$1400.*

**12. Old Business**

*There is none.*

**13. Motion to Waive the Bids for the Purchase and Installation of Rapid Warning Activation Control System for Emergency Warning Sirens.**

*Trustee Driscoll made a **motion** to Waive the Bids for the Purchase and Installation of Rapid Warning Activation Control System for Emergency Warning Sirens, seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

*Trustee Jensen Aye*

*Trustee Gauger Aye*

*Trustee Konwent Aye*

*Trustee Marr Aye*

*Trustee Driscoll Aye*

*Trustee Vander Weit Absent*

*Motion carried*

**14. Motion to Adjourn from Committee of the Whole and Reconvene Village Board Meeting**

*Trustee Konwent made a **motion** to adjourn from the Committee of the Whole and reconvene the Village Board meeting, seconded by Trustee Jensen. All were in favor. Motion carried.*

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

*There were none.*

**16. 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 2025-R-43: A Resolution Authorizing the Mayor of the Village of Fox Lake to Approve Work Order 069 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Menards Lift Station Improvements
2. Resolution 2025-R-44: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through Currie Motors Ford for the Purchase of One New F-150 Super Cab Fleet Truck Under Contract #232 through the Suburban Purchasing Cooperative
3. Resolution 2025-R-45: A Resolution Approving a Proposal for a Contract with Peter Baker & Son Co. for the 2025 MFT Roadway Program
4. Resolution 2025-R-46: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposal from GenComm for the Purchase and Installation of Rapid Warning Activation Control System for Emergency Warning Sirens

**B. Ordinances**

**C. Motions**

1. Motion to Accept the Planning & Zoning Commission's Recommendation Granting a Special Use Permit to Store Contractor Equipment as Part of a Resale Shop and Authorize the Attorney to Prepare the Ordinance
2. Motion to Accept Planning and Zoning's Finding of Substantial Conformance for a Final Development Plan for the Residential Development at the Northwest Corner of Rt 12 and Big Hollow Road
3. Motion to Approve a Façade Improvement Program Request for 16 E. Grand Avenue, Specifically Lakes Realty Group

*Trustee Jensen made a motion that Resolutions A 1-4, and Motions C 1-3 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 Gauger	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Absent

***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 Gauger	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Absent

***Motion carried***

**17. Approval of Exceptions**

*There were none.*

**18. For the Good of the Order**

*Trustee Marr commented that in getting ready for 4th of July there is a lot of good things happening in the Village but are dropping the ball on maintenance and enforcement of some codes, specifically noting that two areas on Rollins Road could use some maintenance of flower beds and weed removal.*

**19. Audience Comments**

*Gary Wool expressed appreciation for the support of the Village and is looking forward to breaking ground for the residential development at Rt 12 and Big Hollow Road.*

**20. Executive Session**

*Trustee Konwent made a motion to enter Executive Session at 6:54 p.m. for Pending Litigation, seconded by Trustee Marr and to include the Village Attorney, Village Administrator, and Community Development Director. All were in favor. ***Motion carried.****

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

*Trustee Konwent made a **motion** to adjourn the meeting at 7:14 pm, seconded by Trustee Jensen. All were in favor. **Motion carried.***

**Meeting was adjourned at 7:14 P.M.**

Michelle Runnion  
Michelle Runnion, Village Clerk