



## **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 August 12, 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 Jeff Nutschnig, Trustees Brian Marr, David Gauger, Jeff Jensen, Debra Vander Weit, Bernice Konwent and Clerk Michelle Runnion.

Absent: Trustee Amy Driscoll.

Staff also in attendance: Jessica Chernich, Steve Wirch, Mary Locher, John Thompson, Dawn DeServi, and Sunni Butler.

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for July 22, 2025

Trustee Marr made a **motion** to approve the Village Board Meeting Minutes for July 22, 2025, seconded by Trustee Gauger.

*A roll call vote was taken as follows:*

*Trustee Jensen*      *Abstain*

Trustee Gauger Ave

### Trustee Konwent Abst

*Trustee Marr* *Ave*

*Trustee Driscoll*      *Absent*

*Trustee Vander W.*

**3. Approval of the Warrant**

**A. Approval of the Warrant – August 12, 2025**

*Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for August 12, 2025, in the amount of \$1,530,166.27, seconded by Trustee Vander Weit.*

*A roll call vote was taken as follows:*

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

*Motion carried*

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

**A. Fox Lake Queens**

*The mayor welcomed the Fox Lake Queens: Tiny Miss Makayla, Little Miss Shannon, Junior Miss Maddie, and Miss Brisa and the Queens then introduced themselves.*

**5. Village President's Report**

**A. Illinois Municipal League (IML) Conference Update.**

*The mayor shared updates and discussions from the Conference. The transportation bill is in consideration; \$1B short in budget so there may be a tax on services, or raise license plate fees, or other options. The appointed board would be five appointees of the governor, five from the city of Chicago and one from each county. This would give the authorities the power to condemn and develop property within a half mile of a train station to build housing; this would have a grave impact on towns like ours, taking away businesses for affordable housing. The income tax may increase to 10%. There were discussions on funding Police/Fire Pension as they need to be 100% funded by 2029; Fox Lake is currently at 70%.*

**6. Village Administrator's Report**

*There was none.*

**7. Village Attorney Report**

*There was none.*

**8. Village Treasurer's Report**

*Mary Locher stated that the audit is progressing.*

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

**A. Strategic Planning Team Reports**

*Trustee Marr asked about when the Hillside Court work will be completed; Steve Wirch indicated by the end of next week.*

**11. New Business**

**A. Resolution 2025-R-54: A Resolution Authorizing the Adoption of the Revised Fox Lake Personnel Manual**

*This item is to authorize the adoption of the revised Fox Lake Personnel Manual. This includes updates on Holiday Pay for Part Time staff, the Flexible Work policy, and Children in the Workplace policy. The Village Administrator clarified that the Holiday Pay did not include seasonal workers as the memo indicated.*

**B. Resolution 2025-R-55: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposals from GENCOMM for the Purchase and Installation of (2) Two Emergency Warning Sirens, Removal of (2) Two Current Sirens and the Repair of (1) One Emergency Warning Sirens**

*This item is to authorize the mayor to sign and accept the proposals from GENCOMM for the Purchase and Installation of (2) Two Emergency Warning Sirens, Removal of (2) Two Current Sirens and the Repair of (1) One Emergency Warning Sirens. This item was budgeted at \$150,000; the cost will be \$125,841.41.*

**C. Resolution 2025-R-56: A Resolution Authorizing the Village Administrator to Sign a First Amendment to Option and Lease Agreement with American Tower LLC for a Portion of the Property at 104 Honing Road, Fox Lake, Illinois**

*This item is to authorize the Village Administrator to Sign a First Amendment to Option and Lease Agreement with American Tower LLC for a Portion of the Property at 104 Honing Road, Fox Lake, Illinois. The monthly rent will be \$2,371.65, with a 13% increase scheduled every five years starting in 2029. This is a 25-year contract.*

**D. Resolution 2025-R-58: A Resolution Approving a Professional Services Agreement with PSOMAS to Draft a Grand Avenue Conceptual Design from Keystone Ave to South Pistakee Lake Road**

*This item is to approve a Professional Services Agreement with PSOMAS to Draft a Grand Avenue Conceptual Design from Keystone Ave to South Pistakee Lake Road. This project will complement the Comprehensive Plan and the cost of \$30,000 will come from BDD funds.*

**E. Resolution 2025-R-59: A Resolution Approving the Proposal from Concentric Integration for the Building 50 Programmable Logic Controller (PLC) Upgrade at the Northwest Regional Water Reclamation Facility**

*This item is to approve the proposal from Concentric Integration for the Building 50 Programmable Logic Controller (PLC) Upgrade at the Northwest Regional Water Reclamation Facility. The cost is \$52,847 and this is a proprietary item.*

**F. Resolution 2025-R-60: Resolution Approving the Quote from Aerzen to Rehabilitate One (1) Aerzen Blower Core at the Northwest Regional Water**

**Reclamation Facility**

*This item approves the quote from Aerzen to rehabilitate One (1) Aerzen Blower Core at the Northwest Regional Water Reclamation Facility. The cost is \$42,641 and this is a proprietary item so will waive the bids.*

**G. Resolution 2025-R-61: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through Sefac USA for the Purchase of Six New Mobile Column Lifts**

*This item is to authorize the mayor to accept the quote through Sefac USA for the purchase of Six New Mobile Column Lifts. Three bids were received with best at \$51,250 with buyback credit included. This item was budgeted at \$65,000.*

**H. Resolution 2025-R-62: A Resolution Authorizing the Execution of Lease Agreements with Leaf Capital Funding, LLC for Copier Equipment**

*This item is to authorize the execution of Lease Agreements with Leaf Capital Funding, LLC for copier equipment. The new leases will increase the cost \$1,917.60 per year due to upgrading to newer, more reliable equipment.*

**I. Resolution 2025-R-63: A Resolution Ratifying the Signing by the Mayor of the Village of Fox Lake of a Renewal of License Agreement with the State of Illinois Department of Natural Resources for Maintenance of Water Main Facilities in Property Owned by the State of Illinois**

*This item is to ratify the signing by the mayor of a Renewal of License Agreement with the State of Illinois Department of Natural Resources for Maintenance of Water Main Facilities in Property Owned by the State of Illinois. The Village had to purchase the easement and so need to maintain.*

**J. Ordinance 2025-25: An Ordinance Transferring a Special Use to Operate a Used Car Dealership Business at the Property at 418 Rollins Road, Ingleside, Illinois, to Elysium Motors LLC**

*This item is to transfer a Special Use to Operate a Used Car Dealership Business at the Property at 418 Rollins Road, Ingleside, Illinois, to Elysium Motors LLC.*

**K. Ordinance 2025-26: An Ordinance Directing the Disposal of Surplus Property by Various Means**

*This item is to direct the disposal of Surplus Property by various means including auction, sale, or scrap.*

**L. Motion to Ratify a Raffle License for a Meat Raffle with the American Legion on Mondays and Waive Bond Requirement**

*This item is to ratify a Raffle License for a Meat Raffle with the American Legion on Mondays and Waive Bond Requirement.*

**M. Motion to Ratify a Raffle License for a 50/50 Raffle with the American Legion on Mondays and Tuesdays and Waive Bond Requirement**  
*This item is to Ratify a Raffle License for a 50/50 Raffle with the American Legion on Mondays and Tuesdays and Waive Bond Requirement.*

**N. Motion to Ratify a Raffle License for the Queen of Hearts Raffle with the American Legion on Tuesdays**  
*This item is to Ratify a Raffle License for the Queen of Hearts Raffle with the American Legion on Tuesdays.*

**O. Motion to Approve a Raffle License for a Grand Prize BBQ with the American Legion on August 9, 2025 and Waive Bond Requirement**  
*This item is to Approve a Raffle License for a Grand Prize BBQ with the American Legion on August 9, 2025 and Waive Bond Requirement.*

**P. Motion to Approve a Raffle License for Bingo with the American Legion Auxiliary on Thursdays and Waive Bond Requirement**  
*This item is to Approve a Raffle License for Bingo with the American Legion Auxiliary on Thursdays and Waive Bond Requirement.*

**Q. Motion to Approve a Raffle License for a 50/50 Raffle with the American Legion on Nonmember 8, 2025 and Waive Bond Requirement**  
*This item is to Approve a Raffle License for a 50/50 Raffle with the American Legion on Nonmember 8, 2025 and Waive Bond Requirement.*

**R. A Motion to Reject all Proposals for the Lakefront Park Pier and Boardwalk Design Build Project**  
*This item is to Reject all Proposals for the Lakefront Park Pier and Boardwalk Design Build Project and to ask IMEG to modify its proposal to cover engineering and bidding.*

**12. Old Business**

*There is none.*

**13. Motion to Waive the Bid Requirement for the Purchase and Installation of Two (2) Emergency Warning Sirens, Removal of Two (2) Current Sirens, and the Repair of One (1) Emergency Warning Siren**  
*Trustee Konwent made a **motion** to waive the Bid Requirement for the Purchase and Installation of Two (2) Emergency Warning Sirens, Removal of Two (2) Current Sirens, and the Repair of One (1) Emergency Warning Siren, seconded by Trustee Gauger.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Gauger	Aye
Trustee Konwent	Aye
Trustee Marr	Aye

*Trustee Driscoll      Absent  
Trustee Vander Weit   Aye  
Motion carried*

**14. Motion to Waive the Requirement of Bids or Proposals for the Building 50 programmable Logic Controller (PLC) Upgrade with Concentric Integration**  
*Trustee Vander Weit made a motion to waive the Requirement of Bids or Proposals for the Building 50 programmable Logic Controller (PLC) Upgrade with Concentric Integration, seconded by Trustee Marr.*

*A roll call vote was taken as follows:  
Trustee Jensen      Aye  
Trustee Gauger      Aye  
Trustee Konwent      Aye  
Trustee Marr      Aye  
Trustee Driscoll      Absent  
Trustee Vander Weit   Aye  
Motion carried*

**15. Motion to Waive the Requirement of Bids or Proposals for the Aerzen Blower Rehab**  
*Trustee Jensen made a motion to waive the Requirement of Bids or Proposals for the Aerzen Blower Rehab, 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      Absent  
Trustee Vander Weit   Aye  
Motion carried*

**16. Motion to Waive the Requirement of Bids or Proposals for the Purchase of Six New Mobile Column Lifts with Sefac USA**  
*Trustee Konwent made a motion to waive the Requirement of Bids or Proposals for the Purchase of Six New Mobile Column Lifts with Sefac USA, seconded by Trustee Vander Weit.*

*A roll call vote was taken as follows:  
Trustee Jensen      Aye  
Trustee Gauger      Aye  
Trustee Konwent      Aye  
Trustee Marr      Aye  
Trustee Driscoll      Absent  
Trustee Vander Weit   Aye  
Motion carried*

**17. Motion to Waive the Requirement of Bids or Proposal for the New Copier Leases with Leaf Capital Funding, LLC**

*Trustee Konwent made a motion to waive the Requirement of Bids or Proposals for the New Copier Leases with Leaf Capital Funding, LLC, seconded by Trustee Vander Weit.*

*A roll call vote was taken as follows:*

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

*Motion carried*

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

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

*None*

**20. 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-54: A Resolution Authorizing the Adoption of the Revised Fox Lake Personnel Manual
2. Resolution 2025-R-55: A Resolution Authorizing the Mayor of the Village of Fox Lake to Sign and Thereby Accept the Proposals from GENCOMM for the Purchase and Installation of (2) Two Emergency Warning Sirens, Removal of (2) Two Current Sirens and the Repair of (1) One Emergency Warning Sirens
3. Resolution 2025-R-56: A Resolution Authorizing the Village Administrator to Sign a First Amendment to Option and Lease Agreement with American Tower LLC for a Portion of the Property at 104 Honing Road, Fox Lake, Illinois
4. Resolution 2025-R-58: A Resolution Approving a Professional Services Agreement with PSOMAS to Draft a Grand Avenue Conceptual Design from Keystone Ave to South Pistakee Lake Road

5. Resolution 2025-R-59: A Resolution Approving the Proposal from Concentric Integration for the Building 50 Programmable Logic Controller (PLC) Upgrade at the Northwest Regional Water Reclamation Facility
6. Resolution 2025-R-60: Resolution Approving the Quote from Aerzen to Rehabilitate One (1) Aerzen Blower Core at the Northwest Regional Water Reclamation Facility
7. Resolution 2025-R-61: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through Sefac USA for the Purchase of Six New Mobile Column Lifts
8. Resolution 2025-R-62: A Resolution Authorizing the Execution of Lease Agreements with Leaf Capital Funding, LLC for Copier Equipment
9. Resolution 2025-R-63: A Resolution Ratifying the Signing by the Mayor of the Village of Fox Lake of a Renewal of License Agreement with the State of Illinois Department of Natural Resources for Maintenance of Water Main Facilities in Property Owned by the State of Illinois

**B. Ordinances**

1. Ordinance 2025-25: An Ordinance Transferring a Special Use to Operate a Used Car Dealership Business at the Property at 418 Rollins Road, Ingleside, Illinois, to Elysium Motors LLC
2. Ordinance 2025-26: An Ordinance Directing the Disposal of Surplus Property by Various Means

**C. Motions**

1. Motion to Ratify a Raffle License for a Meat Raffle with the American Legion on Mondays and Waive Bond Requirement
2. Motion to Ratify a Raffle License for a 50/50 Raffle with the American Legion on Mondays and Tuesdays and Waive Bond Requirement
3. Motion to Ratify a Raffle License for the Queen of Hearts Raffle with the American Legion on Tuesdays
4. Motion to Approve a Raffle License for a Grand Prize BBQ with the American Legion on August 9, 2025 and Waive Bond Requirement
5. Motion to Approve a Raffle License for Bingo with the American Legion Auxiliary on Thursdays and Waive Bond Requirement
6. Motion to Approve a Raffle License for a 50/50 Raffle with the American Legion on November 8, 2025 and Waive Bond Requirement

7. A Motion to Reject all Proposals for the Lakefront Park Pier and Boardwalk Design Build Project

*Trustee Jensen made a motion that Resolutions A 1-9, Ordinances B 1-2, and Motions C 1-7 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	Absent
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 Gauger	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Absent
Trustee Vander Weit	Aye

***Motion carried***

**21. Approval of Exceptions**

*There were none.*

**22. For the Good of the Order**

*The mayor shared there has been a lot interest in the former Dino's as a restaurant/pizza place/pool hall. It will need a great deal of work and has been vacant since Covid.*

*There are BDD funds to support this. The Honda dealer found another tank which needs to be removed and will need approval from IDOT for storm sewer hookup and IDOT wants a sidewalk installed. Jack Frost Lane is a private road so will also need to address this. Honda is hoping to complete by October. The Holiday Park/Thomas Place plan will go before the Planning and Zoning Board tomorrow. Trustee Vander Weit asked about road owners' willingness to help with the Honda dealer issues; the owners had concerns about drainage and snow but are open to easement, want to be good neighbors but also want compensation for their property.*

**23. Audience Comments**

*There were none.*

**24. Executive Session**

*There was none.*

**25. Adjournment**

*Trustee Konwent made a **motion** to adjourn the meeting at 7:10 pm, seconded by Trustee Gauger. All were in favor. **Motion carried.***

**Meeting was adjourned at 7:10 P.M.**

  
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Michelle Runnion, Village Clerk