



# **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 September 23, 2025, 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

Trustee Gauger contacted the Village Clerk and the Mayor with a request to appear remotely as he is out of town on business.

Trustee Vander Weit made a **motion** to allow Trustee Gauger to attend the Village Board Meeting remotely, seconded by Trustee Konwent. All were in favor. **Motion carried.**

Present: Mayor Donny Schmit, Village Attorney Howard Teegen, Trustees David Gauger (via Teams-attendance at 6:40 pm), Jeff Jensen, Brian Marr, Amy Driscoll, Debra Vander Weit, and Bernice Konwent and Village Clerk Michelle Runnion.

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

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for September 9, 2025

Trustee Konwent made a **motion** to approve the Village Board Meeting Minutes for September 9, 2025, seconded by Trustee Marr.

*A roll call vote was taken as follows:*

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

*Trustee Vander Weit Aye  
Motion carried*

**B. Public Hearing Meeting Minutes for September 9, 2025**

*Trustee Konwent made a motion to approve the Public Hearing Meeting Minutes for September 9, 2025, seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

*Trustee Jensen Aye  
Trustee Gauger Absent  
Trustee Konwent Aye  
Trustee Marr Aye  
Trustee Driscoll Aye  
Trustee Vander Weit Aye  
Motion carried*

**3. Approval of the Warrant**

**A. Approval of the Warrant – September 23, 2025**

*Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for September 23, 2025, in the amount of \$1,629,957.54, seconded by Trustee Driscoll.*

*A roll call vote was taken as follows:*

*Trustee Jensen Aye  
Trustee Gauger Absent  
Trustee Konwent Aye  
Trustee Marr Aye  
Trustee Driscoll Aye  
Trustee Vander Weit Aye  
Motion carried*

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

*There was none.*

**5. Village President's Report**

*911 LakeComm has received state approval to go live with the FoxComm transition on November 4<sup>th</sup>. The mayor thanked Lindsay Szafran and her staff.*

*The Daily Herald ran an article about motorized bikes and the efforts to get state definitions to ensure safety. The ordinance passed by the Village Board was a good proactive step to ensure safety for residents. The mayor read a letter from Karen Battaglia, Trauma Coordinator at McHenry Hospital ER, commending the Village for addressing this rapidly growing safety issue. She also indicated she would like to partner to host a community helmet event or educational program if the opportunity arises.*

*The Mayors Fish Fry was very successful and had a great group of volunteer support; the mayor thanked Jennifer Kuhn and her staff for the good work.*

**6. Village Administrator's Report**

*There was none.*

**7. Village Attorney Report**

*There was none.*

**8. Village Treasurer's Report**

*Mary Locher, Finance Director will be retiring. The mayor thanked her for all her contributions. They are working on transitions and reviewing the audit draft to submit in October.*

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

*There were none.*

*Trustee Gauger joined meeting at 6:40 pm*

**10. Motion to Recess to Committee of the Whole Meeting**

*Trustee Jensen made a motion to recess to the Committee of the Whole, seconded by Trustee Konwent. All were in favor. Motion carried.*

**A. Strategic Planning Team Reports**

*There were no questions/comments.*

**11. New Business**

**A. Resolution 2025-R-57: A Resolution Ratifying Execution of a Construction Engineering Services Proposal with Trotter and Associates, Inc for the 2025 MFT Roadway Program**

*This item is to ratify the execution of a Construction Engineering Services Proposal with Trotter and Associates, Inc for the 2025 MFT Roadway Program including construction engineering services related to the pavement rehabilitation of James Road, Eastshore Drive, Dunns Court, Frontage Road, and Bennet's Alley. The cost is \$64,000.*

**B. Resolution 2025-R-64: A Resolution Approving the Bid for the Gravity Thickener Rebuild Project at the Northwest Regional Water Reclamation Facility of DPS Equipment Services, Inc**

*This item is to the Bid for the Gravity Thickener Rebuild Project at the Northwest Regional Water Reclamation Facility of DPS Equipment Services, Inc. The existing components of the thickeners have been in service for over 20 years, are nearing the end of the useful service life, and need to be rebuilt. One bid was received at a cost of \$159,600.*

**C. Resolution 2025-R-69: A Resolution Authorizing Donny Schmit Mayor of the Village of Fox Lake and Steve Wirch Director of Public Works to Sign Illinois Environmental Protection Agency Loan Application Documents**

*This item authorizes the Mayor and the Director of Public Works to sign the*

*Illinois Environmental Protection Agency Loan Application Documents. The forms needed to be updated due to change in staff.*

**D. Resolution 2025-R-70: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through EJ Equipment, Inc for the Purchase of One New Cues Sewer Camera**

*This item is to Authorize the Mayor to accept the quote through EJ Equipment, Inc for the purchase of one new Cues Sewer Camera. The cost is \$105,035 and there will be a need to waive the bids.*

**E. Resolution 2025-R-71: A Resolution Pledging Financial Commitment and Support for the Illinois Department of Transportation's Safe Routes to School Program**

*This item is to pledge financial commitment and support for the Illinois Department of Transportation's Safe Routes to School Program. The Village will be applying for a grant. The project will allow children to walk or bike to school with more safety, making it a more attractive option.*

**F. Ordinance 2025-33: An Ordinance Renaming a Portion of Washington Street to "ComEd Way" in the Village of Fox Lake, Illinois**

*This item is to rename a portion of Washington Street to "ComEd Way" to avoid confusion with the new dead end on Washington.*

**G. Ordinance 2025-34: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake, By Granting a Special Use to Steve Jergensen and Willow Jergensen to Operate a Short-Term Housing Rental Business at the Property at 184 E. Grand Avenue, Fox Lake, Illinois**

*This item is to amend the Zoning Ordinance of the Village of Fox Lake, By Granting a Special Use to Steve Jergensen and Willow Jergensen to Operate a Short-Term Housing Rental Business at the Property at 184 E. Grand Avenue, Fox Lake, Illinois. This resolution was passed by a super majority at the last Village Board Meeting.*

*There was an audience member, Shirley Wagner, 188 E. Grand Ave, who wished to express her concerns about density of short-term rentals on the bay and what can be done to address this issue; will be addressed later in meeting.*

**12. Old Business**

*There was none.*

**13. Motion to Waive the Bids for the Purchase of One New Cues Sewer Camera**

*Trustee Vander Weit made a motion to waive the bids for the Purchase of One New Cues Sewer Camera, 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 Aye  
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-57: A Resolution Ratifying Execution of a Construction Engineering Services Proposal with Trotter and Associates, Inc for the 2025 MFT Roadway Program
2. Resolution 2025-R-64: A Resolution Approving the Bid for the Gravity Thickener Rebuild Project at the Northwest Regional Water Reclamation Facility of DPS Equipment Services, Inc
3. Resolution 2025-R-69: A Resolution Authorizing Donny Schmit Mayor of the Village of Fox Lake and Steve Wirch Director of Public Works to Sign Illinois Environmental Protection Agency Loan Application Documents
4. Resolution 2025-R-70: A Resolution Authorizing the Mayor of the Village of Fox Lake to Accept the Quote through EJ Equipment, Inc for the Purchase of One New Cues Sewer Camera
5. Resolution 2025-R-71: A Resolution Pledging Financial Commitment and Support for the Illinois Department of Transportation's Safe Routes to School Program

**B. Ordinances**

1. Ordinance 2025-33: An Ordinance Renaming a Portion of Washington Street to "ComEd Way" in the Village of Fox Lake, Illinois

2. Ordinance 2025-34: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake, By Granting a Special Use to Steve Jergensen and Willow Jergensen to Operate a Short-Term Housing Rental Business at the Property at 184 E. Grand Avenue, Fox Lake, Illinois

### C. Motions

*Trustee Jensen made a motion that Resolutions A 1-5 and Ordinances B 1-2 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	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	Aye
Trustee Vander Weit	Aye

*Motion carried*

### 17. Approval of Exceptions

*There were none.*

### 18. For the Good of the Order

*The mayor explained the Short-Term Rental process for review and approval and encouraged audience members to attend P&Z and Village meetings with any further concerns. It was also explained that density is taken into account and a limited number of permits are available. Reports or concerns on a specific property may be reported to the police or to the mayor.*

### 19. Audience Comments

*Audience member Shirley Wagner again requested how the Village considers density. Jodi Luka shared she reached out to attorney about guidance on density and it was determined that the information would be provided to the Planning and Zoning*

*Commission in considering specifics of each application. The Village allows 60 short term rentals and is currently in the low 50's. Trustee Vander Weit also explained voting on these items and that other requests have been denied; she encouraged attendance at all hearings.*

*Glenn Close asked about a motor home on Tremont in which people are living. This will be checked into.*

**20. Executive Session**

*Trustee Jensen made a motion to enter Executive Session at 7:00 pm for Personnel Matters to include the Village Administrator and Attorney, seconded by Trustee Driscoll. All were in favor. **Motion carried.***

**21. Adjournment**

*Trustee Jensen made a **motion** to adjourn the meeting at 7:09 pm, seconded by Trustee Driscoll. All were in favor. **Motion carried.***

**Meeting was adjourned at 7:09 P.M.**

Michelle Runnion  
Michelle Runnion, Village Clerk