



VILLAGE OF FOX LAKE VILLAGE BOARD MEETING MINUTES

STATE OF ILLINOIS,
Lake and McHenry Counties,

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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 October 14, 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**

Present: Mayor Donny Schmit, Village Attorney Howard Teegen, Trustees David Gauger, Jeff Jensen, Amy Driscoll, Debra Vander Weit, and Bernice Konwent and Village Clerk Michelle Runnion.

Absent: Trustee Brian Marr

Staff also in attendance: Jessica Chernich, Ashley Magnine, Jodi Luka, Steve Wirch, Laura Rudkin, Mary Locher, John Thompson, and Lindsay Szafran.

2. **Approval of Minutes**

A. Village Board Meeting Minutes for September 23, 2025

*Trustee Konwent made a **motion** to approve the Village Board Meeting Minutes for September 23, 2025, seconded by Trustee Gauger.*

A roll call vote was taken as follows:

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Gauger</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Absent</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>
<i>Motion carried</i>	

3. Approval of the Warrant

A. Approval of the Warrant – October 14, 2025

Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for October 14, 2025, in the amount of \$2,367,805.13, seconded by Trustee Driscoll.

A roll call vote was taken as follows:

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Gauger</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Absent</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>

Motion carried

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

A. FoxComm Recognition

The mayor acknowledged and expressed appreciation to each staff member for their roles, achievements, and contributions to the success of FoxComm.

B. Anchor Award – Lindsay Szafran

The mayor presented the Anchor Award to Lindsay, shared her contributions and successes, and thanked her for her service and time with the Village of Fox Lake.

C. Appointing of Treasurer/Finance Director - Laura Rudkin

The mayor thanked Mary Locher for all she's done during her time with the Village.

Trustee Konwent made a motion to appoint Laura Rudkin as Treasurer/Finance Director, seconded by Trustee Jensen.

A roll call vote was taken as follows:

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Gauger</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Absent</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>

Motion carried

Laura Rudkin was sworn in by the Village Clerk for the position of Treasurer/Finance Director.

5. Village President's Report

A. Northwest Regional Water Reclamation Facility Update

The mayor provided updates on the meeting he attended along with John Thompson with the nine communities who are part of the Northwest Region. He read and reviewed the letter providing information and reviewing reasons for the rate increase for the treatment plant. There have been no rate changes since 1992, and the plant is

running efficiently serving over 100,000 residents. The reserves have been depleted so an increase is needed. It will cost \$9 million to complete the phosphorous removal mandate of the state with no funding provided by the state in addition to the need for capital improvements. It was determined a one-time increase would better serve than a yearly increase. This increase would be effective on January 1, 2026. The ordinance will be voted on at the next Village Board Meeting. There would be no additional increase until the county contract is renewed in 2030.

B. Route 12/Route 134 Signage Update

Trustee Marr had brought to the mayors attention the need to make a decision regarding this signage. Jodi Luka will follow up with specifics around the signage. This will be paid out of BDD Funds South.

C. Wayfinding Signage Update

The signs that have been put up around town are good but would like there to be more specifics around the Police Department, Village Hall, and parking, especially as it relates to Lakefront Park. This will be addressed in the infrastructure meetings. There were also comments on the need to consider changing the flowers on the light polls as many died this year.

6. Village Administrator's Report

Leah Cozad, a representative of Alliant Insurance Services (Illinois Counties Risk Management Trust (ICRMT) is the Insurance Carrier) provided an overview of the insurance renewals for coverages of property/liability and workmen's compensation. There were no extraordinary losses, resulting in a decrease in premiums. The new premium is \$590,317 and the past year has been \$623,483. She is also recommending the Village increase the Umbrella Policy from \$7 million to \$10 million.

7. Village Attorney Report

Attorney Teegen shared information on the cell tower lease and the changes being requested by Sprint-Com. It was agreed to decrease the rent in 2025 with 13% increases every five years and extensions until 2045. The agreement the Village received included additional provisions, some minor, but also that additions could be made to without Village approval and the right to sublease. The Board consensus was for Attorney Teegen to contact them and share that the Board is unwilling to accept the provisions they proposed in the new contract.

8. Village Treasurer's Report

There was none.

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-72: A Resolution Authorizing the Chief of Police to Sign and Enter into the Memorandum of Understanding with the Illinois Attorney General's Office to Join the Internet Crimes Against Children Task Force Program

This item is to authorize the Chief of Police to sign and enter into the MOU with the Illinois Attorney General's Office to join the Internet Crimes Against Children Task Force Program. This task force is a national network of 61 task forces representing more than 3,500 federal, state, and local law enforcement and prosecutorial agencies who investigate and prosecute child abuse and exploitation crimes involving the internet. Fox Lake will be provided with investigative assistance, prosecutorial support, computer forensics support, and free ongoing training. There is no cost or budgetary impact.

B. Resolution 2025-R-73: A Resolution Authorizing the Mayor and Village Clerk to Sign and Approve the Proposal Submitted by Alliant Insurance Services for 2025-2026 Workers Compensation and Liability Insurance Renewal with ICRMT

This item is to authorize the Mayor and Village Clerk to sign and approve the proposal submitted by Alliant Insurance Services for 2025-2026 Workers Compensation and Liability Insurance Renewal with ICRMT. This information was presented earlier in the meeting.

C. Resolution 2025-R-74: A Resolution Authorizing the 2025 Property Demolition Project (76 Cathryn Street) and Approving a Proposal for Such Demolition

This item authorizes the 2025 Property Demolition Project (76 Cathryn Street) and Approving a Proposal for Such Demolition. Five bids were received, and the lowest responsible bidder was Anthem Excavation & Demolition Inc. at \$29,895.00.

D. Resolution 2025-R-75: A Resolution Authorizing the Mayor of the Village of Fox Lake to Approve Work Order FXL073 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Tall Oaks Building Repairs Project

This item is to authorize the mayor to approve Work Order FXL073 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Tall Oaks Building Repairs Project. This work will include removal of lighting and equipment and installing a roofing system over the truss. This covers only design and bidding services at a cost of \$30,117.

E. Ordinance 2025-32: An Ordinance Authorizing the Village of Fox Lake, Lake and McHenry Counties, Illinois to Borrow Funds from the Public Water Supply Loan Program and Water Pollution Control Loan Program for the Construction of Well No. 8 and Treatment Facility and Related Items

This item is to authorize the Village to Borrow Funds from the Public Water Supply

Loan Program and Water Pollution Control Loan Program for the Construction of Well No. 8 and Treatment Facility and Related Items. The Village would need to pay if over the cost of loan forgiveness. The amount that is not covered by loan forgiveness will be repaid from distribution of the revenue of our public water supply system. The cost is \$750,000 for the drilling and \$12,600,000 for Well 8 Water Treatment Plant.

F. Ordinance 2025-35: An Ordinance Amending Sections 8-7-4 and 8-7-9 of the Village Code of the Village of Fox Lake Related to Administrative Adjudications

This item is to amend Sections 8-7-4 and 8-7-9 of the Village Code of the Village of Fox Lake Related to Administrative Adjudications authorizing the Village to take all necessary steps to remediate code violations. The Village case may be presented by an attorney or by any other village employee appointed by the mayor but cannot be an employee of the ordinance enforcement department.

G. Motion to Approve a Raffle License Application for the American Legion to Conduct a 50/50 and Meat Raffle on November 1, 2025, and Waive the Bond Requirement

This item is to approve a Raffle License Application for the American Legion to conduct a 50/50 and Meat Raffle on November 1, 2025, and Waive the Bond Requirement. This is the Marine Corp Breakfast.

H. Motion to Reject all Bids for the Professional Accounting Service Finance Director Functions Request for Proposal

This item is to Reject all Bids for the Professional Accounting Service Finance Director's Functions Request for Proposal. This is no longer necessary as the position has been filled internally.

12. Old Business

There was none.

13. 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.*

14. Items to be Removed from Consent Agenda

There were none.

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 2025-R-72: A Resolution Authorizing the Chief of Police to Sign and Enter into the Memorandum of Understanding with the Illinois Attorney General's Office to Join the Internet Crimes Against Children Task Force Program
2. Resolution 2025-R-73: A Resolution Authorizing the Mayor and Village Clerk to Sign and Approve the Proposal Submitted by Alliant Insurance Services for 2025-2026 Workers Compensation and Liability Insurance Renewal with ICRMT
3. Resolution 2025-R-74: Resolution Authorizing the 2025 Property Demolition Project (76 Cathryn Street) and Approving a Proposal for Such Demolition
4. Resolution 2025-R-75: A Resolution Authorizing the Mayor of the Village of Fox Lake to Approve Work Order FXL073 from Trotter and Associates, Inc. for Design Engineering and Bid Services for the Tall Oaks Building Repairs Project

B. Ordinances

1. Ordinance 2025-32: An Ordinance Authorizing the Village of Fox Lake, Lake and McHenry Counties, Illinois to Borrow Funds from the Public Water Supply Loan Program and Water Pollution Control Loan Program for the Construction of Well No. 8 and Treatment Facility and Related Items
2. Ordinance 2025-35: An Ordinance Amending Sections 8-7-4 and 8-7-9 of the Village Code of the Village of Fox Lake Related to Administrative Adjudications

C. Motions

1. Motion to Approve a Raffle License Application for the American Legion to Conduct a 50/50 and Meat Raffle on November 1, 2025, and Waive the Bond Requirement
2. Motion to Reject all Bids for the Professional Accounting Service Finance Director Functions Request for Proposal

*Trustee Jensen made a **motion** that Resolutions A 1,2,3 and 4, Ordinances B 1 and 2, and Motions C 1 and 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:

<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Gauger</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Absent</i>
<i>Trustee Driscoll</i>	<i>Aye</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>
<i>Motion carried</i>	

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	<i>Aye</i>
Trustee Gauger	<i>Aye</i>
Trustee Konwent	<i>Aye</i>
Trustee Marr	<i>Absent</i>
Trustee Driscoll	<i>Aye</i>
Trustee Vander Weit	<i>Aye</i>
<i>Motion carried</i>	

17. Approval of Exceptions

There were none.

18. For the Good of the Order

The Pumpkin Fest looked wonderful and was commented on by other communities.

19. Audience Comments

There were none.

20. Executive Session

There was none.

21. Adjournment

*Trustee Konwent made a ***motion*** to adjourn the meeting at 7:41 pm, seconded by Trustee Vander Weit. All were in favor. ***Motion carried.****

Meeting was adjourned at 7:41 P.M.


Michelle Runnion, Village Clerk