



**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 October 28, 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 Jensen contacted the Village Clerk and the Mayor with a request to appear remotely as he is out of town on business.

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

Present: Mayor Donny Schmit, Village Attorney Jeff Nutschning, Trustees David Gauger, Jeff Jensen (via Teams), Brian Marr, Amy Driscoll, Debra Vander Weit, and Bernice Konwent and Village Clerk Michelle Runnion.

Staff also in attendance: Jessica Chernich, Jodi Luka (via Teams), Steve Wirch, Laura Rudkin, John Thompson, Jennifer Kuhn and Sunni Butler.

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for October 14, 2025

Trustee Konwent made a **motion** to approve the Village Board Meeting Minutes for October 14, 2025, as presented, seconded by Trustee Vander Weit.

*A roll call vote was taken as follows:*

Trustee Gauger Aye

Trustee Kongreß

Trustee Howell      Absent

Trustee Driscoll Ave

Trustee *Vander Weit* *Ave*

### *Motion carried*

**3. Approval of the Warrant**

**A. Approval of the Warrant – October 28, 2025**

*Trustee Konwent made a motion to approve the Expenditures/Warrants/Transfers for October 14, 2025, in the amount of \$1,401,914.16, 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	Aye

***Motion carried***

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

*The mayor shared that he has identified who he would like to appoint to fill the vacancy on the Police Pension Board -Kevin Kelleher who is retired, on the Youth Ministry at St. Bede's, a former police officer, and worked in special education. He will be appointed at the next Village Board meeting.*

**5. Village President's Report**

*The mayor shared how proud he is of the Village staff and the events held. He has received many compliments and expressed thanks to all the staff that have made it successful.*

**6. Village Administrator's Report**

*There was none.*

**7. Village Attorney Report**

*There was none.*

**8. Village Treasurer's Report**

*Laura Rudkin shared that the Joint Review Board TIF meeting is scheduled for Thursday, October 30<sup>th</sup>.*

**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 Vander Weit. All were in favor. **Motion carried.***

**A. Strategic Planning Team Reports**

*The Village received another business license application for vape/alternative tobacco shop in an area that is dense with this store type already. Economic Development Director Jodi Luka shared that the consideration would be to*

*grandfather in current business and limit future openings by implementing special use permits. Trustee Marr asked about the differences between vape and the other substances. Jodi Luka shared that Village could regulate those that have mind altering properties. Trustee Marr also asked about the reason for denial that would be provided; Jodi Luka explained this would not ban a particular business type, merely regulate further including consideration of banning certain items such as Delta 8 and Kratom. Trustee Marr expressed concerns about whether it would be enforceable, and Jodi indicated she would put the details in memo. Trustee Gauger asked about moratorium pending ordinance; Jodi clarified that moratorium requires similar steps so most expeditious is to move forward with special use. Staff will proceed with developing the standards and provide a proposal to the Board at the next meeting.*

## 11. New Business

### A. Resolution 2025-R-76: A Resolution Approving Addendum No. 1 to the UV System Design Engineering Project at the Northwest Regional Water Reclamation Facility

*This item is to approve Addendum No. 1 to the UV System Design Engineering Project at the Northwest Regional Water Reclamation Facility. This will increase the contract price from \$260,800.00 to \$341,950. which covers design work for improvements including roof replacement, wall replacement/reinforcement replacement of the existing air unit. This is a budgeted item.*

### B. Resolution 2025-R-77: A Resolution Authorizing the Mayor of Fox Lake to Sign and Enter into the Memorandum of Understanding Between the Regional Transportation Authority and Village of Fox Lake to Establish a Working Relationship for the Fox Lake TOD Zoning Code Update

*This item is to authorize the mayor to sign and enter into a Memorandum of Understanding between the Regional Transportation Authority and Village of Fox Lake to establish a working relationship for the Fox Lake TOD Zoning Code Update. This will support the implementation of the downtown plan and expand downtown to Lakefront Park. The MOU outlines roles and responsibilities, project scope, and timeline for completion. The project is valued at approximately \$35.500.00 and covered by a grant. The RTA has budgeted the entire amount for this project and requires no contribution from the Village of Fox Lake.*

### C. Ordinance 2025-36: An Ordinance Providing for the Levy of Taxes for the Village of Fox Lake, Lake and McHenry Counties, State of Illinois, for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026 (First Reading)

*The proposed levy for FY2025 is an overall 4.95% increase over the prior year's extension, and therefore, a public hearing is not required. There is a need to increase the police pension dollars as must be 100% funded by 2039 and need \$340,000 to be current with fiduciary responsibility. This is the first reading so no action will be taken tonight. Final approval will be at the November 25<sup>th</sup> meeting.*

**D. Ordinance 2025-37: An Ordinance Amending Section 7-3-7 E of the Village Code of the Village of Fox Lake Related to Sewer User Fees for the Northwest Regional Reclamation Facility**

*This item is to amend Section 7-3-7 E of the Village Code of the Village of Fox Lake Related to Sewer User Fees for the Northwest Regional Reclamation Facility. The current fees do not cover the cost of operation and maintenance, and rates have not increased since 1992. The increase cost on billing will be \$38.48 up to 8000 gallons then cost is additional \$4.81 per 1000 gallons over the 8000 gallons. This increase will begin with February 15, 2026, billing.*

**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 Vander Weit. 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-76: A Resolution Approving Addendum No. 1 to the UV System Design Engineering Project at the Northwest Regional Water Reclamation Facility
2. Resolution 2025-R-77: A Resolution Authorizing the Mayor of Fox Lake to Sign and Enter into the Memorandum of Understanding Between the Regional Transportation Authority and Village of Fox Lake to Establish a Working Relationship for the Fox Lake TOD Zoning Code Update

**B. Ordinances**

1. Ordinance 2025-37: An Ordinance Amending Section 7-3-7 E of the Village Code of the Village of Fox Lake Related to Sewer User Fees for the Northwest Regional Reclamation Facility

*Trustee Jensen made a **motion** that Resolutions A - 1 and 2 and Ordinance B - 1, 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 shared that on November 5<sup>th</sup> from 6-8 pm there will be an Emergency Readiness for Local Governments meeting at the Round Lake Cultural and Civic Center if anyone else would like to attend.*

**19. Audience Comments**

*Jodi Luka clarified that for the special use permits around vape shops for special use all 6 items must be met. She will provide the information in memo for next board meeting.*

**20. Executive Session**

*There was none.*

**21. Adjournment**

*Trustee Marr made a **motion** to adjourn the meeting at 6:55 pm, seconded by Trustee Vander Weit. All were in favor. ***Motion carried.****

**Meeting was adjourned at 6:55 P.M.**

Michelle Runnion  
Michelle Runnion, Village Clerk