

**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 August 8, 2017 meeting was called to order by Mayor Schmit. The following official business was transacted:

1. Call to Order

Roll Call

Present Mayor Schmit: Village Clerk Moore, Village Attorney Teegen; Trustees: Murrey, Jensen, Stochl, Marr, Konwent and Koske.

Staff also in attendance: Anne Marrin, Laura Linehan, Donovan Day, Nick Warner, and Ryan Kelly.

2. Approval of Minutes

Trustee Koske made a motion to approve the Village Board Meeting Minutes of July 25, 2017 as amended, seconded by Trustee Konwent. All were in favor. Motion Carried.

3. Presentation and Approval of the Warrant

Trustee Konwent made a motion to approve the Expenditures/Warrants/ Transfers for August 8, 2017 in the amount of \$581,445.96, Seconded by Trustee Marr.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>
<i>Motion Carried</i>	

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

Eric Callocchia, the Senior Manager of the Municipal & Financial Services Group gave a presentation to the Village Board of the Northwest Regional Water Reclamation Facility Evaluation Report. For a copy of the full Report, please visit the Clerk's Office located at the Village Hall.

5. Village President's Report

Mayor Schmidt stated that on August 8, 2017 the Village had 14 assessment personnel from FEMA and IDNR to assess the Village. He stated the Village is required by law to assess all the damaged homes after a flood. Mayor Schmidt stated that the Assessment Team used a map to determine that 200 homes were in danger of extensive damage. The Assessment Team inspected 200 homes that day and wrote reports for each home. Mayor Schmidt stated that Assessment Team was impressed by our Community Director Donovan Day and our Assistant Village Administrator Laura Linehan. They provided the assessment team with a lot of information and were extremely helpful.

Mayor Schmidt stated that the Assessment Team only found two homes that were above the 50% threshold for damage. Mayor Schmidt stated that the Team asked him what attributed to so few homes being significantly damaged. Mayor Schmidt stated that he believed it was a Village effort. He further stated that the Village gave out more information and assistance to flood victims than any previous year-2013 included. He stated that this flood was only two inches higher than the previous record setting flood but it is the highest water elevation ever during a flooding event in Fox Lake. Mayor Schmidt stated that he could not thank Staff, the Village Board and the Village Residents enough for taking a bad situation and preventing it from being even worse.

Mayor Schmidt stated there were several sources of information to use during the flood disaster. However, the Village choose to use IDNR to avoid overloading Residents with too much information from the many credible entities providing info. He stated the Village sent out one update a day and that seemed to work out well and help Residents and Staff prepare. Mayor Schmidt stated that now we are in the process of cleanup. This includes the sandbags. Mayor Schmidt stated that there have been circumstances where elderly and handicap people cannot do their sandbags and our Village Administrator Anne Marrin has a done a good job ensuring that these residents get help with their sandbag removal.

Mayor Schmidt further stated that the Assessment Team was so impressed with the way the Village handled the flood situation that they asked Community Development Director Donovan Day to give a symposium next March in Rosemont. The Assessment Team would like him to talk about flooding situations and they want to use Fox Lake as an example of how local government can help residents in these types of disaster situations.

6. Village Administrator's Report

Village Administrator Anne Marrin wanted to thank everyone who attended the National Night Out. Administrator Marrin stated that it was a great event and it was really nice to see all of our employees and their families as well as all the other people who helped and volunteered come together and have a really nice night.

Administrator Marrin stated that the Village has a survey out for all residents to complete regarding how Residents want the Village to communicate with them. Administrator Marrin

stated that the survey was sent out last week and the Village has already received 70 responses. Administrator Marrin stated that the Village was able to get communication out to the public and the Emergency E-Newsletter reached over 600 people during the flooding incident. She further stated that 600 was very good and she thinks that this will help continue the momentum as far as what the Village is trying to communicate to Residents and how the Village is going to do that.

7. Village Attorney Report

Attorney Teegen stated that the Special Use Ordinance for Dunkin Donuts will go on the next meeting's agenda.

8. Village Treasurer's Report

There was no Treasurers report this evening.

9. Preliminary Audience Comments (on Agenda Items Only)

There were no preliminary audience comments.

10. Motion to Recess to Committee of the Whole Meeting

Trustee Marr made a motion to recess into the Committee of the Whole, seconded by Trustee Konwent. All were in favor. Motion Carried.

A. Strategic Planning Team Reports

1. Infrastructure

Ryan Kelly, Director of NWRWRF gave an update of the projects in progress. They are as follows:

Sewer Lining Project-Director Kelly stated that they are currently in the process of getting the contract documents completed by Michels Pipe Service. The notice of award has gone out, and they are waiting on bonds and insurance. Once the documents are reviewed and approved they will move forward with the notice to proceed.

Construction is not anticipated for several weeks to months.

North Water Tower-The contractor is in process of painting the tower and it should be wrapping up soon. In regards to the interior electric, the contractor will start somewhere around the 7th of August. The work should only take about a month or so. Chlorination and disinfection is tentatively scheduled for September 4th and the tower may be online by the 15th.

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, August 16, 2017 at 8:30 a.m.

2. Marketing

Laura Linehan, Assistant to the Village Administrator stated the Marketing Strategic Planning Team met on Thursday, August 3, 2017

Ms. Linehan stated that the Planning Team discussed several items. Discussion centered around three main areas-the mobile application, brand style guide and wayfinding/welcome signage.

The Mobile Application is in beta testing and was presented to the strategic planning team. The team Trustees provided insight and the app is ready to launch and is inclusive of Trustee comments and feedback. Total annual cost for this mobile application is under \$200.00.

Ms. Linehan further stated that the Planning team also reviewed the Brand Style Guide for El Dorado, Arkansas. This outlined acceptable uses, colors and design for all marketing productions. A draft to the Committee will be presented with the next few months.

Ms. Linehan stated the follow projects are in progress. They are as follows:

- Researching wayfinding and welcome signage costs and styles from other municipalities to better determine what cost may be associated if the Village plans to purchase in the future.

Next Marketing Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday, September 7, 2017 at 9:00 a.m.

3. Communication/Public Outreach

Jimmy Lee, Chief of Police gave an update of the projects in progress. They are as follows:

- E-Newsletter sign-ups continue to grow with 680 individual contacts that receive a weekly Friday e-newsletter.
- The Communication survey is live with 55 responses as of 8:00 p.m. on Thursday, August 3, 2017. Chief Lee asked everyone to share the survey and encourage individuals to complete the survey. Paper copies are also available at the Village Hall front desks. Goal is 5% of residential population-around 500 responses.
- Year 1 priorities were discussed and will be available in the next board packet.
- The Bi-Annual Supervisor's Meeting is being scheduled for September. This is an internal cross-departmental meeting with staff.

Next Communication/Public Outreach Strategic Planning Team meeting will be held in the Village Hall Board Room on Monday, September 18th at 2:00 p.m.

4. Economic Development

Community Development Director Donovan Day stated that the Economic Development Strategic Planning Team met on June 28, 2017 and ranked tactics under each objective into short, mid and long-term goals. Mr. Day stated that in the next

meeting the Economic Development Planning Team will review the rankings of each tactic and begin the process of establishing costs associated with accomplishing each objective/tactic. He further stated that the Team will be reviewing Design Guidelines from other communities and proposing a set of design guidelines to the Village board for their consideration. Mr. Day gave an update of the projects in progress. They are as follows:

- Sign Ordinance revisions almost complete and will be presented to the team at their August 30, 2017 meeting.
- Village Engineer submitted the warrant study for a potential traffic signal near Jack Frost Ln. The area doesn't warrant a traffic light at this time until a final plat for the Sayles property is finalized.
- The 2nd annual "It's an Art Thing" kicked off with the Light the Way lighthouse art installation. Fifteen lighthouses will be installed along Grand Avenue by August 11, 2017.

Next Economic Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, August 30th at 4:00 p.m.

5. Recreation

Nick Warner, Director of Parks and Recreation stated that the Recreation Planning Team met on Thursday July 20, 2017 at 10:30 a.m. and discussed Lakefront Main Room fees, park policies, security and potential programs at the Lakefront Park. Mr. Warner gave an update of the projects in process. They are as follows:

- Land and Lake Days will take place on August 19 & 20.
- Venetian Night at Dockers Restaurant will take place on August 26, 2017.
- Mayor's Fish Fry will take place at the Lakefront Park from 4:30p.m.to 8:00 p.m. on September 8, 2017.
- Fishing Derby will be held at the Lakefront Park on September 9, 2017 from 9:00 a.m. to 1:00 p.m.

Next Recreation Strategic Planning Team meetings will be held in the Village Hall Board Room on Thursday, August 10, 2017 at 10:30 a.m.

6. Technology

Jimmy Lee, Chief of Police gave an update of projects in progress. They are as follows:

- IPADS for the remaining Elected Officials have been ordered.
- Staff met with MSP Solutions to develop a model for equipment replacement. The model has been developed and will be brought to the next planning team meeting.

- Staff discussed the idea of a “standard work station” with MSP. This concept which links into equipment replacement will additionally be presented at the next planning team meeting.
- Staff met with MSP Solutions and is in process of developing specs for the phone system.

Next Technology Strategic Planning Team meeting will be held in the Village Hall Board Room on Thursday, August 17, 2017 at 4:00 p.m.

11. New Business

- A. Special Use Permit – Double S Ranch
- B. Façade Improvement - Hellios
- C. Land Acquisition – 125 Nippersink Blvd

12. Old Business

There was no old business.

13. Items to be Removed from Consent Agenda

Item C-2 was removed from the consent agenda.

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

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

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. A Motion to approve Resolution 2017-R-30, A Resolution authorizing Mayor to Sign a Multi-board Residential Real Estate Contract for 125 Nippersink Blvd in Fox Lake, IL at the purchase price of \$140,000.00.

B. Ordinances

C. Motions

- 1. A Motion to approve a Special Use Permit for Double S Ranch Inc. allowing motor vehicle storage and a detailing/service business at 509 S Route 12 in Fox Lake IL.
- 2. A Motion pertaining to the Façade Improvement Grant Application from Hellios Construction Company Inc. located at 855 S Route 12 in Fox Lake, IL.

*Trustee Jensen made a **motion** to move that items A 1 and C 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 Murrey Aye
Trustee Jensen Aye
Trustee Stochl Aye
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske 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 Murrey Aye
Trustee Jensen Aye
Trustee Stochl Aye
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye

Motion Carried

16. Approval of Exceptions

Trustee Jensen made a motion to approve to the Façade Improvement Grant Application with recommendations from staff for Hellios Construction Company Inc. located at 855 S Route 12 in Fox Lake, IL in the amount of \$2,268.45 , seconded by Trustee Konwent.

A roll call vote was taken as follows:

Trustee Murrey Aye
Trustee Jensen Aye
Trustee Stochl Nay
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye

Motion Carried

17. For the Good of the Order

There were no comments.

18. Audience Comments

There were no audience comments.

19. Executive Session - Land Acquisition and Personnel Matter

Trustee Jensen made a motion to retire into executive session at 7:52 P.M. for a collective bargaining, personnel, land acquisition matter and approval of executive minutes to include Village Administrator Anne Marrin, Assistant Village Administrator Laura Linehan, Community Development Director Donovan Day, Chief of Police Jimmy Lee, Director of the NWRWRF Ryan Kelly and Attorney Howard Teegen, Seconded by Trustee Marr. All were in favor. Motion carried.

Trustee Murrey made a motion to reconvene the Village Board meeting at 8:10 p.m., seconded by Trustee Koske. All were in favor. Motion Carried.

20. Possible Motion Coming out of Executive Session

Trustee Murrey made a motion to approve the employment agreement between the Village of Fox Lake and Mark Van Stedum, seconded by Trustee Koske.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Nay</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Aye</i>

Motion Carried

*Trustee Murrey made a motion to approve the Executive Session minutes from September 13, 2016-Sessions I, II, III and IV, November 22, 2016-Sessions I, II and III, January 24, 201-Sessions I and II and May 23, 2017, seconded by Trustee Jensen. All were in favor. **Motion Carried.***

Trustee Murrey made a motion to approve the Executive Session Minutes for March 28, 2017, seconded by Trustee Stochl.

A roll call vote was taken as follows:

<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Abstain</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Aye</i>
<i>Trustee Marr</i>	<i>Abstain</i>
<i>Trustee Koske</i>	<i>Aye</i>

Motion Carried

Trustee Murrey made a motion to approve the Executive Session Minutes for February 24, 2017, seconded by Trustee Jensen.

A roll call vote was taken as follows:

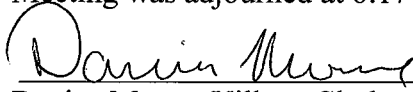
<i>Trustee Murrey</i>	<i>Aye</i>
<i>Trustee Jensen</i>	<i>Aye</i>
<i>Trustee Stochl</i>	<i>Aye</i>
<i>Trustee Konwent</i>	<i>Abstain</i>
<i>Trustee Marr</i>	<i>Aye</i>
<i>Trustee Koske</i>	<i>Abstain</i>

Motion Carried

21. Adjournment

*Trustee Stochl made a **motion** adjourn the meeting seconded by trustee Konwent. All were in favor. **Motion Carried.***

Meeting was adjourned at 8:17 P.M.



Danice Moore, Village Clerk