



**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 6:53 p.m. on September 12, 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 Stephanie Hannon.

2. Approval of Minutes

Trustee Konwent made a motion to approve the Village Board Meeting Minutes of August 22, 2017 as amended, seconded by Trustee Marr.

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***

3. Presentation and Approval of the Warrant

Trustee Konwent made a motion to approve the Expenditures/Warrants/ Transfers for September 12, 2017 in the amount of \$1,358,422.31, 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>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)

A. Introduction of Mark Van Stedum, Director of Police Services

Mayor Schmit introduced Mark Van Stedum the new Director of Police Services.

5. Village President's Report

Mayor Schmit stated that he wanted to ask all of the Board Members to give their input in regard to the new strategic plan teams structure.

Mayor Schmit stated that on Thursday September 14, 2017 at the McHenry Country Club there will be a service for Lee Orler who passed away on September 3, 2017. Mayor Schmit stated that Mr. Orler was and is a very important person to our Community. Mayor Schmit stated that after being approached by Dr. Diane Vida, he and Dr. Vida decided they wanted to honor Mr. Orler in some way. Mr. Orler lived on Meade Court his entire life. Mayor Schmidt asked, with the Board's permission, if they could honor Mr. Orler by putting a sign under the Meade Court Street Sign designating the street is "Lee Orler Court." Mayor Schmit asked the board if there were any objections to this by the Board. There were no objections.

6. Village Administrator's Report

Administrator Marrin stated the auditors were at the Village for the past couple weeks. Administrator Marrin stated that the audit is complete and the Auditors are not in the presentment stage. The final numbers should be presented to the Board sometime in October. Additionally, the Auditors are completing the final payout request for the park grant. This will conclude and close out our grant.

Administrator Marrin further stated that the Fall Newsletter was sent to printer and that everyone should receive their Fall Newsletter by Friday, September 15, 2017.

7. Village Attorney Report

There was no Village Attorney's report.

8. Village Treasurer's Report

A. June 2017 Report.

Finance Director Stephanie Hannon presented the June 2017 Treasurers report. Director Hannon stated that the Village is currently \$961,983 behind last year in net income. Income is \$564,177 lower than last year which is reflective the loss of Real Estate Taxes related to the Fire District \$604,000. Expenses are \$305,570 high due to the first principal payment on the GO debt certificate, Series 2014B, final payment of \$423,367 on Park Renovation project.

Director Hannon further stated that the Village is currently \$217,880 ahead of budget through the month of June, 2017. Income is ahead of budget by \$83,053 in local taxes, garbage fees, interest income and building and zoning fees offset by lower vehicle sticker and public safety special revenue related to delay in payment of the SRO fees.

Director Hannon further noted that the Illinois State budget impact to the Village of FY2017-18 is anticipated to be a \$179,890 reduction in revenue. The reduction is comprised of \$102,566 in lower income tax revenues, \$11,487 in a PPRT payment diversion, and a 2% reduction in sales tax revenue of \$65,837 related to a 2% collection fee being imposed by the State.

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-Construction is not anticipated for several weeks.
- North Water Tower-Project is continuing.
- Emergency Screw Pump Repairs-Quotes were presented and are on the September 12, 2017 agenda for the Board to review.
- Tall Oaks Roof Repairs-This project is still in discussion, and the team will provide an update once more information is available.

Next Infrastructure Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, October 4, 2017 at 8:30 a.m.

2. Marketing

Laura Linehan, Assistant to the Village Administrator gave an update of the projects in progress. They are as follows:

- Mobile application is complete and ready to launch. In purchasing the application, it appears the cost is \$48 per month, per year, for the application. This brings the cost closer to \$600.00.

3. Communication/Public Outreach

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

- The Communication Survey is live with 100 responses. Please share 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 approved. Year 1 priorities were presented to the Village Board
- The Bi-Annual Supervisor's Meeting will be held on September 19. We have nine items that will be presented.
- Newsletter is in process and will be sent to the publisher on Monday, September 18, 2017.

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 produced short term tactics to be completed in or initiated in Fiscal year 17/18. Year 1 tactics are as follows:

- Increase marketing and funding model for façade improvement program to local area businesses.
- Develop and implement design standards for potential development and developers.
- Conduct a Business Development District Analysis of targeted areas inclusive of Route 12 and Downtown Fox Lake.
- Implement recommended results from BDD analysis.
- Update sign and code ordinances to encourage natural beauty and safe practices while remaining business and resident friendly.

Next Economic Strategic Planning Team meeting will be held in the Village Hall Board Room on Wednesday, September 27, 2017 at 4:00 p.m.

5. Recreation

Nick Warner, Director of Parks and Recreation gave a preview of some new events that the team is working on for 2018. They are as follows:

- Bloody Mary Fest-July 15, 2018 11:00a.m-4:00p.m.
- Summer Art Series-Friday nights June-August
- Rods on Rollins-Friday nights June-September from 4:00-6:00p.m
- Land and Lakes Days
- Celebrate Fox Lake
- Farmers Market-Tuesday nights June-September 4:00-8:00p.m.

Director Warner stated gave an update of the current projects for 2017 that are in progress. They are as follows:

- September 8-Mayors Fish Fry @ Lakefront Park 4:30pm-8:00pm
- September 9-Fishing Derby @ Lakefront Park 9:00am-1pm
- September 22-Cubs vs. Brewers bus trip to Miller Park
- September 29-Day of Service with Stanton School
- October 1-Fall Fest @ Grant Township
- October 13-Senior Cardio Drumming
- October 27-Mystery Dinner @ Maravelas

Next Recreation Strategic Planning Team meetings will be held in the Village Hall Board Room on Thursday, October 12, 2017 at 10:00a.m.

6. Technology

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

- Staff with MSP is continuing to work on the phone system specs for an RFP.
- Staff is outlaying the equipment replacement model for all pieces of equipment for the next six years.
- The Police Department is continuing to work on the development of the Quicket system, which is progressing smoothly.

Next Technology Strategic Planning Team meeting will be held in the Village Hall Board Room Monday, September 18, 2017 at 4:00p.m.

11. **New Business**

- A. 2017-2018 Snow and Ice Removal
- B. Emergency Screw Pump Repair
- C. AFSCME Side Letter Agreement
- D. Strategic Plan
- E. Ordinance 2017-39, an Ordinance amending sections 4-1-1-4 and 4-1-10 C of the Village Code Related to Unlawful Use of Weapons.
- F. Raffle License American Legion Auxiliary Unit 703

12. **Old Business**

- A. Ordinance 2017-38, an Ordinance Transferring a Special Use to Operate a Used Car Dealership Business at the property at 133 S Route 12, Fox Lake, Illinois, to Fox Lake Auto, Inc.
- B. Ordinance 2017-40, An Ordinance designating the Village of Fox Lake, Lake and McHenry Counties, Illinois Central Business District and Imposing a Retailers' Occupation Tax, Service Occupation Tax and Hotel Operators' Occupation Tax Therein.
- C. Ordinance 2017-41, An Ordinance designating the Village of Fox Lake, Lake and McHenry Counties, Illinois South Business District and Imposing a Retailers' Occupation Tax, Service Occupation Tax and Hotel Operators' Occupation Tax Therein.

13. Old Business

There was no old business.

14. Items to be Removed from Consent Agenda

There were none.

15. Motion to Adjourn from Committee of the Whole and reconvene Village Board Meeting
Trustee Murry made a motion to adjourn from Committee of the Whole and reconvene Village Board Meeting, seconded by trustee Marr. All were in favor. Motion carried.

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 2017-R-36, a Resolution Authorizing the Mayor and Village Clerk of the Village of Fox Lake, to sign and thereby accept the proposal from Snow and Ice Management Services for snowplowing services.
- 2. Resolution 2017-R-37, A Resolution Ratifying a contract with Manusos General Contracting, for Emergency Repairs to the First Stage Screw Pumps at the Northwest Regional Water Reclamation Facility.
- 3. Resolution 2017-R-38, A Resolution Authorizing the Mayor to sign and approve a Side Letter Agreement to the Collective Bargaining Agreement between the Village of Fox Lake and the American Federation of State, County and Municipal employees, Council 31, Local 3095 for the period of May 1, 2017 – April 30, 2021.
- 4. Resolution 2017-R-39, a Resolution Adopting the 2017-2022 Village of Fox Lake Strategic Plan and Approving the 2017-2018 Annual Priorities.

B. Ordinances

- 1. Ordinance 2017-38, an Ordinance Transferring a Special Use to Operate a Used Car Dealership business at the property at 133 S Route 12, Fox Lake, Illinois, to Fox Lake Auto, Inc.
- 2. Ordinance 2017-39, an Ordinance amending sections 4-1-1-4 and 4-1-10 C of the Village Code Related to Unlawful Use of Weapons.

3. Ordinance 2017-40, An Ordinance designating the Village of Fox Lake, Lake and McHenry Counties, Illinois Central Business District and Imposing a Retailers' Occupation Tax, Service Occupation Tax and Hotel Operators' Occupation Tax Therein.
4. Ordinance 2017-41, An Ordinance designating the Village of Fox Lake, Lake and McHenry Counties, Illinois South Business District and Imposing a Retailers' Occupation Tax, Service Occupation Tax and Hotel Operators' Occupation Tax Therein.

C. Motions

1. A Motion to Approve the Issuing of a Raffle License to the American Legion Auxiliary Unit 703 for October 14, 2017.

Trustee Konwent made a motion to move that items A 1-4, B 1-4 and C-1 be established as the Consent Agenda for this meeting by unanimous vote, 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>Aye</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 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:

| | |
|------------------------|------------|
| <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> |

Motion Carried

17. Approval of Exceptions

There were none.

18. For the Good of the Order

There were no comments.

19. Audience Comments

Dr. Diane Vida thanked the Mayor and the Village Board for the Memorial for Lee Orler on Meade Court.

20. Executive Session - Land Acquisition and Personnel Matter

Trustee Konwent made a motion to retire into executive session at 7:46 P.M. for a land acquisition and personnel matters to include Village Administrator Anne Marrin, Assistant Village Administrator Laura Linehan, Police Chief Jimmy Lee, Director of Police Services Mark Van Stedum and Attorney Howard Teegen, Seconded by Trustee Murrey. All were in favor. Motion carried.

21. **Possible Motion Coming out of Executive Session**

There were none.

22. **Adjournment**

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

Meeting was adjourned at 8:15 P.M.



Danice Moore, Village Clerk