



**VILLAGE OF FOX LAKE  
VILLAGE BOARD MEETING MINUTES**

STATE OF ILLINOIS, }  
Lake and McHenry Counties, } SS.

Village of Fox Lake

This meeting is held in accordance with State of Illinois Executive Order 2020-07 Section 6, held in said Village and County in the State of Illinois at 6:30 p.m. on January 26th, 2021, held via Zoom conference. The meeting was called to order by Mayor Schmit. The following official business was transacted:

**1. Call to Order**

**Roll Call**

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

Staff also in attendance via Zoom conference: Laura Linehan, Donovan Day, Ryan Kelly, Susan Griffin, Jimmy Lee Jr. and Kealan Noonan.

**2. Approval of Minutes**

Trustee Konwent made a *motion* to approve the Village Board Meeting Minutes for January 12, 2021 as presented, seconded by Trustee Koske.

*New guidelines state that all votes must be taken via roll call vote in order to record all individual responses.*

*A roll call vote was taken as follows:*

- Trustee Jensen            Aye*
- Trustee Stochl            Aye*
- Trustee Konwent        Aye*
- Trustee Marr             Aye*
- Trustee Moore            Aye*
- Trustee Koske            Aye*
- Motion Carried***

**3. Approval of the Warrant**

*Trustee Marr made a motion to approve the Expenditures/Warrants/ Transfers for January 26, 2021 in the amount of \$894,438.92, Seconded by Trustee Jensen.*

*A roll call vote was taken as follows:*

|                              |            |
|------------------------------|------------|
| <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 Moore</i>         | <i>Aye</i> |
| <i>Trustee Koske</i>         | <i>Aye</i> |
| <b><i>Motion Carried</i></b> |            |

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

*There is none.*

**5. Village President's Report**

*Mayor bid farewell to Donovan Day whose last day with the Village is tomorrow. He appreciates everything Donovan has done for the Village. Mayor said Donovan is a friend to the Village and its residents. He wished Donovan luck and he will be missed.*

**6. Village Administrator's Report**

*The Board welcomed Wayde Frerichs who will be the new Village Treasurer/Director of Finance. Wayde has previously worked for Lake in the Hills and Round Lake. He comes to Fox Lake with many years in municipal finance.*

**7. Village Attorney Report**

*There is none.*

**8. Village Treasurer's Report**

*Susan will provide a budget update during the Committee of the Whole.*

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

*There are none.*

**10. Motion to Reconvene the Meeting of the Fox Lake Municipal Officer's Electoral Board**

*Trustee Jensen called the Meeting to order.*

**A. Roll Call**

*A roll call vote was taken as follows:*

|                        |            |
|------------------------|------------|
| <i>Chairman Jensen</i> | <i>Aye</i> |
| <i>Trustee Koske</i>   | <i>Aye</i> |
| <i>Clerk Driscoll</i>  | <i>Aye</i> |

**B. Approval of Minutes**

**1. January 7, 2021**

*Trustee Koske made a motion to approve the Fox Lake Municipal Officer's Electoral Board meeting minutes from January 7, 2021, seconded by Clerk Driscoll.*

A roll call vote was taken as follows:

|                 |     |
|-----------------|-----|
| Chairman Jensen | Aye |
| Trustee Koske   | Aye |
| Clerk Driscoll  | Aye |

**2. January 14, 2021**

Trustee Koske made a motion to approve the Fox Lake Municipal Officer’s Electoral Board meeting minutes from January 14, 2021, seconded by Clerk Driscoll.

A roll call vote was taken as follows:

|                 |     |
|-----------------|-----|
| Chairman Jensen | Aye |
| Trustee Koske   | Aye |
| Clerk Driscoll  | Aye |

**11. Motion to Adjourn the Meeting of the Fox Lake Municipal Officers’ Electoral Board**

Trustee Koske made a motion to adjourn from the Fox Lake Municipal Officer’s Electoral Board meeting, seconded by Clerk Driscoll.

A roll call vote was taken as follows:

|                 |     |
|-----------------|-----|
| Chairman Jensen | Aye |
| Trustee Koske   | Aye |
| Clerk Driscoll  | Aye |

**12. 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.

A roll call vote was taken as follows:

|                       |     |
|-----------------------|-----|
| Trustee Jensen        | Aye |
| Trustee Stochl        | Aye |
| Trustee Konwent       | Aye |
| Trustee Marr          | Aye |
| Trustee Moore         | Aye |
| Trustee Koske         | Aye |
| <b>Motion Carried</b> |     |

**A. Strategic Planning Team Reports**

The Mayor asked for comments and there were none.

**13. New Business**

**A. Resolution 2021-R-06: A Resolution Approving an Engineering Service Proposal with Thomas Engineering Group for Phase III of the Fox Lake TIF Sidewalk Project**

Engineering service for TIF sidewalk from Dairy Queen down to almost Moretti’s. Total cost is \$86,653.

**B. Ordinance 2021-01: An Ordinance Amending the Annual Budget for the FY 2020-2021 Beginning May 1, 2020 and Ending on April 30, 2021**

Susan discussed the annual budget. She said with Covid, there have been a lot of changes. The Village staff did the best preparing a budget during uncertain times and they did very well. Savings were found totaling \$4.2M, which brought the deficit down significantly; from (\$4.6M) to (\$464K). While still not a balanced budget at this point, it is much closer at this point than it has been in the past.

*Mayor Schmit asked the Board about extending late fees for sewer and water. Revenues lost so far have been around \$76K. He asked the Board if they want to continue waving late fees. The Board agrees to continue waiving late fees and this will be addressed again at the second Board Meeting in February. Mayor extended his appreciation for all of Susan's efforts and hard work.*

**C. Ordinance 2021-02: An Ordinance Approving the Petition of Michael Valenziano for a Side Yard Setback Variance at 237 E. Grand Avenue**

*This was discussed at the last Board Meeting, and the Board agreed to approve.*

**D. Ordinance 2021-03: An Ordinance Approving the Petition of Gary Garner for a Side Yard and Front Yard Setback at 46 S. Pistakee Lake Road**

*This was discussed at the last Board Meeting, and the Board agreed to approve.*

**E. Ordinance 2021-04: An Ordinance Approving the Transfer of a Special Use Permit for a Short-Term Rental at 184 Howard Court**

*This was discussed at the last Board Meeting, and the Board agreed to approve.*

**F. A Motion to Approve the Façade Improvement Program Application for Lucy's Hydroponics Located at 7 S. Route 12**

*Cost is \$5K and staff recommends this improvement to the building. Donovan said there may be decals added to the windows as well. Trustee Marr asked if there is a way to tie this business into the community garden. Donovan already discussed with Laura. There is also discussion about holding Winter gardening classes.*

**G. A Motion to Approve the Raffle License Application from the National Athletic Club to Conduct a Weekly Raffle Every Friday and Waive the Bond Requirement**

*Trustee Marr asked if, as a member of NAC, should he vote on this Motion or abstain. Howard advised to pull this motion off the consent agenda.*

**H. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Tuesday and Waive the Bond Requirement**

**I. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a Meat Raffle Every Monday and Waive the Bond Requirement**

**J. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion for a Queen of Hearts Raffle Every Tuesday and Be Required to Maintain their Bond**

**14. Old Business**

*Executive Session Minutes were on Agenda for approval but will be moved to the next Board Meeting.*

*Trustee Marr discussed a Parks and Recreation meeting Laura said she will be sending out a January packet (aiming for end of the week) and is hoping to schedule a meeting early February. Trustee Marr inquired about the CMAP form-based code. He wants to talk with Donovan before he leaves. In many instances, Trustee Marr doesn't feel it is user friendly. It puts undue burden on developers to the point where individuals won't build on property because it is too cost prohibitive using the code. Donovan said it's to be used on a case by case, or town by town basis. If the Village has flexibility or reason to incentivize, they should be flexible, but keep in mind that structures should blend in with downtown. The*

Village is willing to work with developers in areas that are cost prohibitive, while improving the look of Route 12.

Trustee Stochl asked about opening Village Hall. Mayor Schmit said the Village is in tier 1 now, but he wants to give staff a little time to adjust to being fully open and operational. This topic will be discussed at the next Board Meeting.

15. **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.**

A roll call vote was taken as follows:

|                       |     |
|-----------------------|-----|
| Trustee Jensen        | Aye |
| Trustee Stochl        | Aye |
| Trustee Konwent       | Aye |
| Trustee Marr          | Aye |
| Trustee Moore         | Aye |
| Trustee Koske         | Aye |
| <b>Motion Carried</b> |     |

16. **Items to be Removed from Consent Agenda**

*Motion C-2: Motion to Approve the Raffle License Application from the National Athletic Club to Conduct a Weekly Raffle Every Friday and Waive the Bond Requirement.*

17. **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 2021-R-06: A Resolution Approving an Engineering Service Proposal with Thomas Engineering Group for Phase III of the Fox Lake TIF Sidewalk Project

**B. Ordinances**

1. Ordinance 2021-01: An Ordinance Amending the Annual Budget for the FY 2020-2021 Beginning May 1, 2020 and Ending on April 30, 2021
2. Ordinance 2021-02: An Ordinance Approving the Petition of Michael Valenziano for a Side Yard Setback Variance at 237 E. Grand Avenue
3. Ordinance 2021-03: An Ordinance Approving the Petition of Gary Garner for a Side Yard and Front Yard Setback at 46 S. Pistakee Lake Road
4. Ordinance 2021-04: An Ordinance Approving the Transfer of a Special Use Permit for a Short-Term Rental at 184 Howard Court

**C. Motions**

1. A Motion to Approve the Façade Improvement Program Application for Lucy's Hydroponics Located at 7 S. Route 12
3. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a 50/50 Raffle Every Tuesday and Waive the Bond Requirement

4. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion to Conduct a Meat Raffle Every Monday and Waive the Bond Requirement
5. A Motion to Approve the Raffle License Application from Lakes Region Post 703 of the American Legion for a Queen of Hearts Raffle Every Tuesday and Be Required to Maintain their Bond

*Trustee Jensen made a **motion** to move that items, Resolutions A-1, Ordinances B 1-4 and Motions C-1,3,4,5 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 Stochl</i>        | <i>Aye</i> |
| <i>Trustee Konwent</i>       | <i>Aye</i> |
| <i>Trustee Marr</i>          | <i>Aye</i> |
| <i>Trustee Moore</i>         | <i>Aye</i> |
| <i>Trustee Koske</i>         | <i>Aye</i> |
| <b><i>Motion Carried</i></b> |            |

*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 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 Moore</i>         | <i>Aye</i> |
| <i>Trustee Koske</i>         | <i>Aye</i> |
| <b><i>Motion Carried</i></b> |            |

**18. Approval of Exceptions**

*Trustee Stochl made a **motion** to approve the Raffle License Application from the National Athletic Club to Conduct a Weekly Raffle Every Friday and Waive the Bond Requirement, seconded by Trustee Jensen.*

*A roll call vote was taken as follows:*

|                              |                |
|------------------------------|----------------|
| <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>Abstain</i> |
| <i>Trustee Moore</i>         | <i>Aye</i>     |
| <i>Trustee Koske</i>         | <i>Aye</i>     |
| <b><i>Motion Carried</i></b> |                |

**19. For the Good of the Order**

*The Board thanked Donovan for all his service to the Village.*

**20. Audience Comments**

*There is none.*

21. **Executive Session**

*Trustee Jensen made a **motion** to retire into Executive Session at 6:59pm, for discussion on Personnel Matters; to include Mayor Schmit and Howard Teegen, seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

|                              |            |
|------------------------------|------------|
| <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 Moore</i>         | <i>Aye</i> |
| <i>Trustee Koske</i>         | <i>Aye</i> |
| <b><i>Motion Carried</i></b> |            |

22. **Adjournment (made from Executive Session)**

*Trustee Stochl made a **motion** to adjourn the meeting at 8:20pm, seconded by Trustee Jensen.*

*A roll call vote was taken as follows:*

|                              |            |
|------------------------------|------------|
| <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 Moore</i>         | <i>Aye</i> |
| <i>Trustee Koske</i>         | <i>Aye</i> |
| <b><i>Motion Carried</i></b> |            |



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Amy Driscoll, Village Clerk