

# APPROVED MINUTES

**VILLAGE OF ANTIOCH BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
Village of Antioch, Lake County, Illinois  
Municipal Building: 874 Main Street, Antioch, IL 60002  
November 13, 2024**

## **I. CALL TO ORDER**

Mayor Gartner called the November 13, 2024 Committee of the Whole meeting of the Board of Trustees to order at 7:41 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

## **II. ROLL CALL**

Roll call indicated the following Trustees were present: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen. Also present were Mayor Gartner, Attorney Vasselli, Administrator Guttschow and Clerk Romine.

## **III. Absent Trustees Wishing to Attend Remotely**

There were no Trustees wishing to attend remotely.

## **IV. Mayoral Report –**

None.

## **Citizens Wishing to Address the Board**

None.

## **V. Regular Business**

### **1. Approval of the October 9, 2024 Committee of the Whole meeting minutes as presented -**

Trustee McNeill moved, seconded by Trustee Burman, to approve the October 9, 2024 Committee of the Whole meeting minutes as presented.

Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

**2. Presentation and discussion regarding the final public works facility schematic, design, and cost estimates** – Administrator Guttschow discussed the original cost estimates for the project, and introduced Mark Rohde and Andy Dogan from Williams Architects to present the proposed facility. He asked the board to consider whether they are comfortable moving forward with design development and moving forward in the bid process. He added that this would not commit the board to the project, and they could reject the bids if they aren't favorable at that time.

Mr. Dogan and Mr. Rohde presented the site plan, floor plan, and building sections for the proposed public works facility. They presented renderings for the main entrance and employee entrance, and the cost estimate based on the design. Those present discussed ice/snow with pitched roofing and employee parking. Mr. Rohde said continuous rails would likely be recommended, and they will make sure there is infrastructure in place for a charging station for future use. Construction cost is estimated at \$11,165,275, with a total project cost of approximately \$15,484,492. Alternates for an expanded mezzanine, exterior material storage bins, and fuel island were also included.

# APPROVED MINUTES

Trustee Pierce asked about functionality and cost savings and asked if we would save money over time with a fuel station. The functional designs should be included in the bid package. Those present discussed the total amount for Village Hall, Public Works and the park. Mr. Dogan said cash flow won't start until summer of '25 and will be spread out over 12-18 months.

Those present agreed to move forward with the project as designed and complimented the Public Works department for working in the conditions they have for as long as they have.

**3. Presentation on status of the insurance renewal by West insurance on the property, casualty and worker's compensation insurance for 2025** – Geoff Raef from West's Insurance Agency discussed the upcoming renewal for the various insurance coverages for the Village of Antioch. They are working with several carriers in order to receive competitive quotes, and expect to come back in December with a full renewal package. They will recommend remaining with IPRF for worker's compensation insurance at a 9% increase, which is a result of an increase in payroll and the Village's experience. A quote for cyber coverage is also with a different carrier, but at a reduced premium and lower deductible.

**4. Discussion regarding a Memorandum of Understanding with the Antioch Area Healthcare Accessibility Alliance (AAHAA) regarding building use** – Assistant Administrator Jim Moran presented the proposed Memorandum of Understanding (MOU) for AAHAA's use of the Senior Center Building. He reminded the Board of a resolution passed in 2012 which resolved that the Village will provide office space and a phone for the group's use. The MOU will address what space is theirs to use, setting parameters and assigning responsibilities. He discussed some minor changes to the MOU from what was in the packet, and expect to bring this back next month for consideration pending comments from AAHAA. Trustees discussed the area which will be used by the group, which includes the house portion and some storage space. Trustee Pierce asked about future use of the building. Interim Parks and Recreation Director Nehila said there are currently 7 groups using the building, and it will continue to be utilized by various groups. He feels it would be important for the Village to keep the space as it's the largest indoor space the Village has. This item will be placed on the next consent agenda for consideration.

**5. Review of proposals for food operations in the café building located at Sequoit Creek Park** – Assistant Village Administrator Moran asked for feedback and guidance from the Board as they continue to attempt and obtain a tenant for the café at Sequoit Creek Park. He said Business Liaison Specialist Biederman has been meeting with groups interested in being a vendor at the café building. He also asked for feedback on what, if any, the Village Board may be interested in investing in the space for from the following requests: countertop space, electrical upgrades/additional outlets, additional equipment such as pizza oven, freezer, cooler, ice machine, etc. He relayed that the price tag for all of the improvements could be \$50-75k and would also require additional maintenance. Feedback was also received from potential tenants on operational hours, particularly during the winter months.

Mayor Gartner would like to see longer weekend summer hours, and asked if there was any flexibility. AVA Moran said as long as there is demand they will remain open later, and a 2-year lease would start in April. Mayor Gartner said he wouldn't be in favor of fronting equipment cost, but would consider building improvements.

Trustee Macek doesn't support the purchase of equipment due to maintenance, potential failure and loss. He discussed competition for local business, and said the potential vendors could purchase used equipment. AVA Moran responded that one of the respondents would like purchase of equipment, but other was discussed but not contingent upon the purchase of any equipment. Those

# APPROVED MINUTES

present agreed to move forward with the vendor that is not requesting additional financial assistance, but to consider providing building upgrades.

**6. Discussion regarding a site plan review to consider the addition of volleyball courts at 1500 Main Street** – The applicant for the plan, Andy Helzer COO for the Northshore Beverage Group, presented the proposal for the volleyball courts at Johnny’s Snack Shop. He said they are looking to do rebranding of Johnny’s Snack Shop to mirror JJ Twigs in Wauconda. In order to bring traffic to the business, they would like construct volleyball courts to enhance the existing outdoor seating area. He doesn’t see this operation as a nuisance, and said it would just be an outdoor presence at a dining establishment. They are not planning music, speakers or lights, and would like to move dirt and put sand down. This would be a seasonal activity and he doesn’t see the potential for noise concerns based on the proposal. Attorney Vasselli said they will still have to comply with requirements of village engineer and First Fire Protection District, and confirmed that no speakers or lights will be installed.

Trustee Bluthardt expressed concern with noise and advised the business that they would have to adhere to all applicable laws. Chief Gutschow said they have issued two citations this year and have been discussing different ways to address concerns. He added that the noise ordinance is out of date and in need of modernization. There are special provisions for liquor license holders, but that would require a broader discussion of noise ordinance as a whole. Staff will look at other communities and bring something before the Board early next year. Chief Gutschow added that it’s time for the Village to re-evaluate community standards as a whole when it comes to noise concerns.

Trustee Macek discussed the picture presented to the board, and said it’s misleading. He said it doesn’t show other adjacent structures, and it appears to be an island when it’s not.

Trustee Pedersen feels as though this would be a distraction to the neighborhood, and doesn’t support that. Mayor Gartner said from the site plan it looks like volleyball courts are approx. 13 feet from the lot line. Mr. Helzer said they would not do all 6 right away, but would start with the 3 closest to the building. He also discussed their other location in Wauconda and said volleyballs are not going into the adjacent property. Attorney Vasselli added that this is a substantial change to the property which would require site plan approval from the Village Board.

Mr. Helzer said the neighbor has called on other businesses as well, and he made a choice to buy a house next to a commercial area.

This item will be placed on the next agenda for consideration.

**7. Discussion regarding an Ordinance adding Chapter 2 to Title 2 of the Antioch Village Code to Establish the Veteran’s Commission for the Village of Antioch, Illinois** – This matter will be moved to the next meeting.

**8. 2025 Annual Meeting Schedule** – Clerk Romine announced that the meetings are proposed to remain the second and fourth Tuesday of each month. Meetings in January would all be pushed back one week due to the New Years holiday, and there is only one meeting proposed in November and December. This item will be placed on the next consent agenda for approval.

## **VI. OTHER BUSINESS**

None.

## **VII. Department reports**

# APPROVED MINUTES

**Finance** – Finance Director Torres said she has opened budget 2026, and announced the retirement of Linda Dubs and thanked her for her years of dedication and service to the Village.

**Police** – Commander Smith announced that Sergeant Bonarati and Sergeant Brussaly graduated from staff and command. He added that Chief Gutschow was chosen to speak at executive panel tomorrow as an executive leader and should be proud of being asked.

## **VIII. EXECUTIVE SESSION – Litigation and personnel**

Trustee Pedersen moved, seconded by Trustee Bluthardt, to enter into executive session at 9:27 pm to discuss Litigation and Personnel. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Trustee Bluthardt moved, seconded by Trustee McNeill return from executive session at 10:26 pm with **no action taken**. Upon roll call, the vote was:

**YES: 6:** Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

## **IX. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 10:27pm.

Respectfully submitted,

---

Lori K. Romine, RMC/CMC  
Village Clerk