

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES; REGULAR MEETING
Municipal Building: 874 Main Street, Antioch, IL
May 17, 2010

I. CALL TO ORDER

Mayor Hanson called the May 17, 2010 regular meeting of the Board of Trustees to order at 7:30 p.m. in the Municipal Building: 874 Main Street, Antioch, Illinois.

II. PLEDGE OF ALLEGIANCE

Mayor Hanson and the Board of Trustees led in the Pledge of Allegiance.

III. ROLL CALL

Following the Pledge of Allegiance, roll call indicated the following Trustees were present: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak. Also present were Mayor Hanson, Administrator Keim, Attorney Long and Clerk Rowe.

Mayor Hanson asked for a moment of silence in honor of Alfred P. Pedersen who recently passed away. Mr. Pedersen was a lifelong resident of Antioch, participated in many organizations, was instrumental in the Village obtaining the property known as Pedersen Park which was named in honor of the Pedersen family in 1994. Mayor Hanson said that Mr. Pedersen was always a gentleman and a great family man.

IV. MAYORAL REPORT

1. **Appoint Mary Dominiak as Planning and Zoning Board member** – Trustee Sakas moved, seconded by Trustee Wolczyk to appoint Mary Dominiak as member of the Planning and Zoning Board with a term expiring May 2013. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

Following the appointment, Clerk Rowe administered the oath of office to Mary Dominiak, term expiring 2013.

V. CITIZENS WISHING TO ADDRESS THE BOARD

Dee Reeves, present in the audience, read her responding to an article in the Antioch Review regarding the recent hiring of an administrative assistant. She said that Trustee Scott Pierce let his constituents down. She said that Mayor Hanson has been born and raised here, so he knows a lot of people and that he replaced less staff compared to other administrations. She said that she felt the article was based on Trustee Pierce's personnel agenda and that it hurt all the wrong people. Mrs. Reeves said the article indicated that the Mayor apologizes and that the apology should come from Trustee Pierce.

VI. CONSENT AGENDA

Trustee Crosby moved, seconded by Trustee Wolczyk to approve the following consent agenda items as presented:

1. Approval of the May 3, 2010 meeting minutes as presented.
2. Approval of a Resolution authorizing a Special Event Liquor License to Antioch Firefighters Association on May 22, 2010 for the Baggo's Tournament, and waiving all fees. – **Resolution No. 10-40.**
3. Approval of a Resolution authorizing a Special Event Liquor License to the Village of Antioch on June 5, 2010 for the Summer Wine Walk, and waiving all fees. – **Resolution No. 10-41.**
4. Approval of a Resolution authorizing the Village Administrator to execute an agreement with Illinois Emergency Management Mutual Aid System – **Resolution No. 10-42.**
5. Approval of an Ordinance Amending Skate Park Regulations set forth in Chapter 8-4 of the Municipal Code of Antioch – **Ordinance No. 10-05-17.**

Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

APPROVED MINUTES

6. Approval of a Resolution authorizing a Raffle License to Antioch Lions Club, drawing to be held on August 1, 2010; Resolution No. 10-37 – Trustee Crosby moved, seconded by Trustee Wolczyk to approve **Resolution No. 10-37** authorizing a Raffle License to the Antioch Lions Club with the drawing to be held on August 1, 2010. Upon roll call, the vote was:
YES: 5: Poulos, Sakas, Crosby, Wolczyk and Jozwiak.
NO: 0.
ABSTAIN: 1: Pierce.
THE MOTION CARRIED.

7. Approval of a Resolution authorizing a Special Event Liquor License to Antioch Lions Club on July 4, 2010 for the annual Independence Day Celebration, and waiving all fees; Resolution No. 10-38 – Trustee Sakas moved, seconded by Trustee Wolczyk to approve **Resolution No. 10-38** authorizing a Special Event Liquor License to the Antioch Lions Club on July 4, 2010 for the annual Independence Day Celebration, waiving all fees. Upon roll call, the vote was:
YES: 5: Poulos, Sakas, Crosby, Wolczyk and Jozwiak.
NO: 0.
ABSTAIN: 1: Pierce.
THE MOTION CARRIED.

8. Approval of a Resolution authorizing a Special Event Liquor License to Antioch Lions Club on August 1, 2010 for the annual Chicken BBQ and Rescue Squad Auction, and waiving all fees; Resolution No. 10-39 – Trustee Wolczyk moved, seconded by Trustee Jozwiak to approve **Resolution No. 10-39** authorizing a Special Event Liquor License to the Antioch Lions Club on August 1, 2010 for the Annual Chicken BBQ and Rescue Squad Auction, waiving all fees. Upon roll call, the vote was:
YES: 5: Poulos, Sakas, Crosby, Wolczyk and Jozwiak.
NO: 0.
ABSTAIN: 1: Pierce.
THE MOTION CARRIED.

VII. REGULAR BUSINESS

9. Consideration of payment of accounts payable as prepared by staff - Trustee Jozwiak moved, seconded by Trustee Wolczyk to approve the payment of accounts payable as presented in the amount of \$358,142.76. Upon roll call, the vote was:
YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.
NO: 0.
THE MOTION CARRIED.

10. Consideration of a Resolution Authorizing the Village Administrator to Execute an Agreement with TDSM for the Purpose of Developing and Implementing a Marketing Campaign for the Village; Resolution No. 10-43 – Director Dustin Nilsen discussed the 2010 campaign and introduced Robin Malpass, Principal Marketing Director from TDSM who gave a brief presentation. Ms. Malpass discussed the holiday campaign and the expenditure results. She explained the six week campaign that was both in print and on the internet with Lake County Festive Spaces. She also reviewed the statistics of an e-survey with 87% of those completing the survey which showed that people are very interested in this community and what's happening here. Ms. Malpass also reviewed the demographics that showed 91% of those responding said they shopped downtown and 65% visited restaurants and no one said they were unsatisfied with their Antioch experience. She said based on these recommendations and survey results, they would like to move forward with the summer campaign and because of the road construction, she recommended tagging onto the Lake County Convention Bureau Summer Spaces campaign which has worked well the past two years. She said for a small investment of \$9500 we can participate in a robust media plan from May 20 through August 20, 2010. In November when Route 83 is complete, we can ramp up our holiday campaign. Ms. Malpass also discussed one of the goals is to bring back retail solutions, increase database subscribers, promote consistent branding, continue measurable marketing, leverage buying power with Lake County Visitors Bureau and increase new and repeat visitors.

Board members briefly discussed the current road construction and asked if we should have a "pardon our dust" campaign. Ms. Malpass said that she has been involved with many construction projects over the years and it's better to have great directions once visitors are here. She commented on the great signage she saw when she arrived. Board members also discussed the kind of questions used on the survey with Ms. Malpass responding that they like to keep the survey under 15 questions. Board members also indicated they were happy with the marketing campaign results.

APPROVED MINUTES

Trustee Crosby moved, seconded by Trustee Jozwiak to approve **Resolution No. 10-43** authorizing the Village Administrator to execute an agreement for the purpose of implementing the 2010 marketing campaign for the Village of Antioch. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

11. Consideration of an Ordinance Annexing Certain Property and Amending the Zoning Map of the Village of Antioch Regarding Certain Property Located at 23109 W. Route 173

- Director Dustin Nilsen said the Board held a public hearing regarding the annexation on April 19, 2010. He said this is the annexation and zoning ordinance for Bodycraft expansion, which is a gravel parking lot at this point and the petitioner is requesting the parking lot be improved and incorporated in the village, zoned M1 to be consistent with the existing use.

Julie Jelinick, attorney for the petitioner, said on behalf of the petitioners asked if the Village would consider crediting the annexation fee against the site development fee and since they are long time residents and business owners in the community. Director Nilsen said the ordinance would call for approximately \$3750 annexation, and a site development fee of 2% being approximately \$5000. The request as he understands it would be to credit the annexation fee toward the site development. He said the applicant would have to pay approximately \$5000 in permitting fees to build the parking lot itself and at that time we can take the annexation fee and roll it into development fee.

Board members indicated their approval of this request, and when staff was asked for their recommendation, Director Nilsen indicated that it would be a fair compromise and that he wouldn't be interested in seeing the fee all together waived. He said that in lieu of the relatively small nature of their request, the annexation fees is an incremental police and fire costs and this is essentially a one acre parking lot that is being incorporated into the village. Trustee Crosby said that he is not opposed to their request however he didn't think the residency or business tenure should be part of the criteria.

Trustee Sakas briefly discussed annexation fees that were originally put in place for residential development. He said this is very different because it's a business wanting to annex.

Administrator Keim explained the site development costs also need to help cover staff time and he suggested the Board authorize staff to work with the petitioner regarding this request.

Following further discussion with the consensus being that staff will review the request and return with a recommendation, Trustee Pierce moved, seconded by Trustee Crosby to accept the first reading of the ordinance. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

12. Consideration of a Resolution authorizing the Village Administrator to Enter Into a Lease for a Cellular Telephone Installation at the Downtown Fire Station; Resolution 10-44 –

Administrator Keim said that staff met with AT&T representatives and it was determined that the tower located at Fire Station #1 would rectify the coverage issue that AT&T has. He said that village staff, Village Attorney and members of the Fire District reviewed agreement. Attorney Long explained that this has taken a little longer than what would have been optimal because of the co-ownership between the village and the district there are a number of groups involved. He explained that he drafted the ordinance giving Administrator Keim and Fire Chief Nixon authority to finalize the contract. The fire district gave Fire Chief Nixon the authority to negotiate the lease at their last district meeting.

Mayor Hanson discussed the importance of getting to the end use with the antenna which is service to the residents.

Trustee Jozwiak moved, seconded by Trustee Sakas to approve **Resolution No. 10-44** authorizing the Village Administrator to enter into a lease for cellular telephone installation at the downtown fire station. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

13. Consideration of a Resolution authorizing staff to accept the bid of \$12,067.87 from Recreation Concepts for the purchase of park benches; Resolution 10-45 -

Park Director Mike Kudla said the parks are looking good this time of year and the village has budgeted for benches and receptacle replacements. He said the park board met and chose the recommended benches and receptacles. Director Kudla said these are replacement items for one or two parks this summer and they plan on continuing to purchase additional pieces when we can to have all the parks have the same equipment; usable pieces will be moved to other park areas. Trustee Pierce suggested asking if the freight can be waived.

APPROVED MINUTES

Trustee Sakas moved, seconded by Trustee Wolczyk to approve **Resolution No. 10-45** authorizing staff to accept the bid from Recreation Concepts for the purchase of park benches in the amount of \$12,067.87 and giving staff discretion to request to waive freight charges. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

VIII. ADMINISTRATOR'S REPORT

Mayor discussed Osmond Sports Park and he asked Administrator Keim when we'll get water and electric there. Administrator Keim reviewed the Phase 1 and Phase 2 of the park. He said that Phase 1 was to establish the entrance to do the site grading and to get first baseball and football practice fields, disc golf, sledding hill and trail. The detention for first two phases was also included in this phase. He said there was not enough funding at that point to do any buildings or to bring sewer and water and electrical into the site. He said that we know there is a need for this which leads us to the second Phase which is currently in the design phase. He said that we received appropriation from Joann Osmond for both the Village and the Township that we used as match money for the second OSLAD grant that was awarded this past winter. The second phase is approximately \$500,000 which includes water, electric, to the building, an additional building and soccer/football field. He said at this point we don't have the dollars in hand yet and when we have more certainty on that, we will go out to bid on that project.

Administrator Keim said that accepting the police pension annual report was inadvertently left item off of tonight's agenda and the approval which is required by statute to accept the report by the end of May. He proposed calling a special meeting on May 24 to take action on this item. It was the consensus of those present that we will have a majority of a quorum at the meeting and to schedule the special meeting. Administrator Keim said that we already planned a committee meeting with members of the Antioch Senior Council that evening, and the special meeting can follow that committee meeting.

Trustee Pierce asked for report on North Avenue. Administrator Keim said that North Avenue is experiencing invasive construction right now. Currently, Phase 2 & 3 will be between Drom and Oakwood Drive. He said that he believes the County is doing good job moving contractor along; but we have received number of complaints and this is most difficult portion right now due to number of homes in this area. He said that staff is doing their best to stay in communication with county and contractor and are scheduling meetings to address every concern that comes up. He explained that street is going from a ditched cross section to a curbed cross section with the storm sewer and so there is a lot of dirt moving there.

Administrator Keim said that we received notice from DCEO of the \$500,000 available grant. He said that staff had a very limited time to review a rather thick packet on how this grant would work. He said that it is staffs recommendation to move forward on the road project, such as resurfacing Depot from Anita to Deep Lake Road. To qualify for the program, the project has to include an upgrade and we think Depot is a good candidate because of the bike path and the need for pedestrian traffic protection. Mayor Hanson asked if the way Garys Drive exits in the "S-curve" on Depot Street also be looked at. Administrator Keim said he will look at the definitions to see what qualifies, and he also listed Nelson Road. He said detailed engineering estimates are still needed.

IX. VILLAGE CLERK'S REPORT

Clerk Rowe briefly discussed the upgrade to the village website that included a calendar, customer request module and subscriptions to the agendas and the Village newsletter. Information regarding these changes has been published in the June Village newsletter.

X. TRUSTEE REPORTS

Trustee Pierce said the green committee met and establishing goals and plan on meeting once a month. He said they have a lot of good ideas for village.

Trustee Pierce said that he asked Lee Shannon to look at lagoon in Oakwood Knolls this past weekend and said there was a sediment that hung around for several days. He asked that staff document issues after heavy rains.

Trustee Poulos said thanked Chief Foerster for staff patrolling the areas on Lake Street to Victoria. He also asked Administrator Keim when the human resource policies would be brought before the Board. Administrator Keim said that he expected the policies to be on the June 16 Committee of the Whole meeting agenda.

Trustee Sakas said the May 21st park commission meeting begins at 6:30 p.m. at the pool.

APPROVED MINUTES

Trustee Crosby discussed the Canadian National railroad crossing at Route 173 and asked if the Board should write a letter. Administrator Keim said that Board members sending a letter may be helpful. He said that staff has been in communication with them and they are aware of the condition of the crossing. Staff will draft a letter for the Mayor and Board of Trustees signature.

Trustee Wolczyk reported that public works is completing the work on the pool. Administrator Keim said the project is on budget and is expected to open on time.

Trustee Pierce thanked Paul Green, Dennis Heimbrodt and Dustin Nilsen for all the work they have done on their own time on Depot Street.

XI. EXECUTIVE SESSION

Trustee Wolczyk moved, seconded by Trustee Jozwiak for the Mayor and Board of Trustees to go into executive session at 9:06 p.m. to discuss personnel. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

Trustee Jozwiak moved, seconded by Trustee Wolczyk for the Mayor and Board of Trustees to return from executive session to the open meeting at 9:30 p.m. with **no action taken**. Upon roll call, the vote was:

YES: 6: Pierce, Poulos, Sakas, Crosby, Wolczyk and Jozwiak.

NO: 0.

THE MOTION CARRIED.

XII. ADJOURNMENT

There being no further discussion, Trustee Jozwiak moved, seconded by Trustee Crosby to adjourn the regular meeting of the Board of Trustees at 9:31 p.m.

Respectfully submitted,

Candi L. Rowe, RMC/CMC
Village Clerk