

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES, REGULAR MEETING
Municipal Building: 874 Main Street, Antioch, IL
November 19, 2018**

I. CALL TO ORDER

Mayor Hanson called the November 19, 2018 regular meeting of the Board of Trustees to order at 8:05 PM in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the pledge of allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Poulos, Dominiak and Macek. Also present were Mayor Hanson, Attorney Dorando, Administrator Keim and Clerk Romine. Absent: Trustees Jozwiak, Pierce and Johnson.

IV. Absent Trustees Wishing to Attend Remotely

There were no Trustees wishing to attend remotely.

V. MAYORAL REPORT

1. Oath of Office – Officer Charles Schultz – Chief Huffman introduced Charles “Charlie” Schultz, and provided an overview of Charlie’s employment history. Clerk Romine administered the Oath of Office to Officer Schultz.

2. Proclamation – Rebecca Zurek State Science Champion – Clerk Romine read aloud the proclamation. Mayor Hanson congratulated Rebecca on her recent state championship.

3. Antioch Garden Club – The Antioch Garden Club was not present at the meeting.

Citizens Wishing to Address the Board

There were no citizens wishing to address the board.

VI. CONSENT AGENDA

Trustee Poulos moved, seconded by Trustee Dominiak, to approve the following consent agenda items as presented.

1. Approval of the May 14, June 11 and October 8, 2018 regular meeting minutes as presented.
2. Approval of a Resolution Authorizing a Special Event Liquor License for the Village of Antioch for the Winter Wine Walk on January 19, 2019 – *Resolution No. 18-73*

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

VII. REGULAR BUSINESS

3. Consideration to ratify the October 22, 2018 payment of accounts payable as prepared by staff – Trustee Poulos moved, seconded by Trustee Dominiak, to approve the payment of accounts payable as prepared by staff in the amount of \$195,512.86. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

4. Consideration to ratify the November 5, 2018 payment of accounts payable as prepared by staff – Trustee Poulos moved, seconded by Trustee Dominiak, to approve the payment of accounts payable as prepared by staff in the amount of \$204,149.21. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

5. Consideration of payment of accounts payable as prepared by staff – Trustee Poulos moved, seconded by Trustee Dominiak, to approve the payment of accounts payable as prepared by staff in the amount of \$235,740.56.

Upon roll call, the vote was:

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YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

6. Consideration of a Resolution Accepting the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2018 – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-74** Accepting the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2018.

Trustee Poulos asked if there were a way to avoid the comment in the management letter about going over budget. Director McCarthy said it would be applicable if we were under the budget ordinance rather than appropriation, but she will see if there's a way to leave it out of the management letter.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

7. Consideration of a Resolution Approving the Site Plan for Satterston Construction at 335 North Avenue – Director Garrigan reviewed the request to convert an existing business from a hair salon to a construction company office. This request received a favorable recommendation from the Planning and Zoning Board with the request to submit a landscape plan, which they've done consistent with village ordinance. There are no plans for outdoor storage of construction equipment.

Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Resolution No. 18-75** Approving the Site Plan for Satterston Construction at 335 North Avenue.

Trustee Poulos asked about the location of the building. Mayor Hanson asked what materials will be stored in the storage facility, and if the residential neighbor will be affected. The applicant replied that the storage facility will house equipment such as saws, generators and trailers. Director Garrigan replied that the impervious surface is within guidelines and engineering issues are fully resolved.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

8. Consideration of a Resolution Granting a Storage Space License to the Antioch Traveling Closet – Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Resolution No. 18-76** Granting a Storage Space License to the Antioch Traveling Closet. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

9. Consideration of a Resolution Authorizing the Village Administrator to execute a Memorandum of Understanding with the First Fire Protection District of Antioch Township to store certain equipment at Station #2 – Administrator Keim explained that this will allow storage of the public works vac truck in exchange for plowing stations 1,2 and 3.

Trustee Poulos moved, seconded by Trustee Macek, to approve **Resolution No. 18-77** Authorizing the Village Administrator to execute a Memorandum of Understanding with the First Fire Protection District of Antioch Township to store certain equipment at Station #2. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

10. Consideration of a Resolution authorizing the waiver of fees for United Methodist Church for Construction of a storage shed – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-78** authorizing the waiver of fees for United Methodist Church for construction of a storage shed. Upon roll call, the vote was:

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YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

11. Consideration of a Resolution Authorizing the Village Manager to execute the lease to purchase agreement and service agreement with Miner Electronics to replace the microwave communications equipment used for communication between the Police Department and Cencom in the amount of \$40,520.16 – Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Resolution No. 18-79** Authorizing the Village Manager to execute the lease to purchase agreement and service agreement with Miner Electronics to replace the microwave communications equipment used for communication between the Police Department and Cencom in the amount of \$40,520.16.

IT Coordinator, Amy Pisciotto, explained the damage to the equipment from a lightening strike. She stated that staff recommends approval for replacement of the equipment as there are currently communication issues with Cencom. Administrator Keim explained that there will be an insurance claim, and there is currently a work-around that is gapping the communications.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

12. Consideration of a Resolution authorizing the Village Administrator to Execute a Contract with Imperial Surveillance and for the Village to provide the additional requirements not included in the contract for a total not to exceed \$50,000 – Administrator Keim discussed the RFP process, and results. He further discussed the camera locations and what they will be able to capture.

Trustee Macek moved, seconded by Trustee Poulos, to approve **Resolution No. 18-80** Authorizing the Village Administrator to execute a contract with Imperial Surveillance and for the Village to provide the additional requirements not included in the contract for a total not to exceed \$50,000.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

13. Consideration of a Resolution Authorizing the Village Administrator to execute a contract with Premier Paving of Northern Illinois, Inc. to complete asphalt patching in the amount of \$32,884.00 – Administrator Keim stated that weather conditions were not cooperating, but he has been told they are still making asphalt and hopefully it will be done before the end of the month. If they do not get asphalt, gravel patches will remain and need to be monitored.

Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-81** Authorizing the Village Administrator to execute a contract with Premier Paving of Northern Illinois, Inc. to completed asphalt patching in the amount of \$32,884.00 . Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

14. Consideration of an Ordinance Authorizing the Village Administrator to Sell, Salvage, or Otherwise Dispose of Equipment – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Ordinance No. 18-11-33** Authorizing the Village Administrator to Sell, Salvage, or otherwise Dispose of Equipment, waiving the second reading. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

15. Consideration of an Ordinance Extending the Limitations Period for filing sexual harassment charges – Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Ordinance No. 18-11-34** Extending the Limitations Period for filing sexual harassment charges, waiving the second reading.

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Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

16. Consideration of a Resolution Establishing Rules to allow staff approval of small business grant applications – Trustee Macek moved, seconded by Trustee Poulos, to table **Resolution No. 18-82** establishing rules to allow staff approval of small business grant applications. Upon voice vote, all voted aye and **THE MOTION CARRIED.**

17. Acceptance of the Annual Police Pension Fund Report for the Fiscal Year Ended April 30, 2018 – Trustee Poulos moved, seconded by Trustee Macek, to accept the Annual Police Pension Fund Report for the Fiscal Year Ended April 30, 2018.

Director McCarthy reviewed the report required by statute, and outlined the income, expenses and assets of the police pension fund.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

18. Consideration of a Resolution accepting the Village of Antioch Police Pension Fund Municipal Compliance report for fiscal year ended April 30, 2018 – Trustee Poulos moved, seconded by Trustee Macek, to approve **Resolution No. 18-83** accepting the Village of Antioch Police Pension Fund Municipal Compliance Report for fiscal year ended April 30, 2018. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

19. Consideration of a Resolution accepting the GASB 67 & 68 Actuarial Valuation for Fiscal Year ended April 30, 2018 and the Tax Levy Actuarial Valuation for Fiscal Year ending April 30, 2019 for the Police Pension Fund – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-84** accepting the GASB 67 & 68 Actuarial Valuation for fiscal year ended April 30, 2018 and the tax levy actuarial valuation for fiscal year ending April 30, 2019 for the Police Pension Fund. Director McCarthy stated that the levy is \$1.8 million.

Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

20. Consideration of a Resolution Amending the Investment Policy contained in the Fiscal Policy manual – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-85** amending the investment policy contained in the fiscal policy manual. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

21. Consideration of an Ordinance providing for the levy of taxes for the fiscal year beginning May 1, 2018 and ending April 30, 2019 – Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Ordinance No. 18-11-35** providing for the levy of taxes for the fiscal year beginning May 1, 2018 and ending April 30, 2019, waiving the second reading. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

22. Consideration of an Ordinance Abating the tax levied for the year 2018 to pay the principal of an interest on the Series 2010 Recovery Zone Economic Development Bonds – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Ordinance No. 18-11-36** abating

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the tax levied for the year 2018 to pay the principal of and interest on the series 2010 Recovery Zone Economic Development Bonds, waiving the second reading. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

23. Consideration of an ordinance abating the tax levied for the year 2018 to pay the principal of and interest on the Series 2017 General Obligation Bonds (Alternate Revenue Source) – Trustee Dominiak moved, seconded by Trustee Poulos, to approve **Ordinance No. 18-11-37** abating the tax levied for the year 2018 to pay the principal of and interest on the Series 2017 General Obligation Bonds (Alternate Revenue Source), waiving the second reading. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

24. Consideration of an Ordinance abating the tax levied for the year 2018 to pay the principal of and interest on the \$920,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013 – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Ordinance No. 18-11-38** abating the tax levied for the year 2018 to pay the principal of and interest on the \$920,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013, waiving the second reading. Director McCarthy announced that the 2019 payment will be the last payment on this bond. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

25. Consideration of a Resolution providing for the retirement of indebtedness by the use of Motor Fuel Tax funds – Trustee Poulos moved, seconded by Trustee Dominiak, to approve **Resolution No. 18-86** providing for the retirement of indebtedness by the use of Motor Fuel Tax Funds. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

26. Consideration of a Resolution approving a façade grant for Home Smart Real Estate at 931 Main Street – Trustee Dominiak moved, seconded by Trustee Poulos, to amend **Resolution No. 18-87** approving a façade grant for Home Smart Real Estate at 931 Main Street to include a stipulation to paint the building. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson*.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

**Mayor Hanson added that although this was his former place of employment, he has no financial interest in the building.*

Trustee Dominiak moved, seconded by Trustee Poulos, to approve Resolution No. 18-87 as amended. Upon roll call, the vote was:

YES: 4: Poulos, Dominiak, Macek and Mayor Hanson.

NO: 0.

ABSENT: 3: Jozwiak, Pierce and Johnson.

THE MOTION CARRIED.

VIII. NON-ACTION ITEMS

None.

IX. ADMINISTRATOR'S REPORT

Administrator Keim reported that IDOT has issued verbal approval for Grimm Road closure. He will be bringing it back to the board for approval after interested parties are invited.

X. VILLAGE CLERK'S REPORT

No report.

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XI. TRUSTEE REPORTS

Trustee Poulos discussed complaints he received regarding plowing during the recent snowfall. Administrator Keim will notify public works of the complaints.

Trustee Dominiak said the comp plan will be discussed at the Committee of the Whole meeting next week.

Mayor Hanson discussed de-icing and alternative materials that could be considered during the budget process.

XII. EXECUTIVE SESSION – Personnel, Pending/Probable Litigation, Sale or Lease of Village Property, Executive Session Minutes, Collective Bargaining – Pending Litigation – The Mayor and Board of Trustees did not go into executive session.

XIII. ADJOURNMENT

There being no further discussion, Trustee Dominiak moved, seconded by Trustee Poulos to adjourn the regular meeting of the Board of Trustees at 9:09 p.m.

Respectfully submitted,

Lori K. Romine
Village Clerk