

# APPROVED MINUTES

**VILLAGE OF ANTIOCH**  
**BOARD OF TRUSTEES – REGULAR MEETING**  
**Regular Meeting – Antioch Senior Center: 817 Holbek, Antioch, IL 60002**  
**Virtual Meeting – Call In 312-626-6799 Access Code: 592-598-564**  
**November 9, 2020**

## **I. CALL TO ORDER**

Mayor Hanson called the November 9, 2020 regular meeting of the Board of Trustees to order at 7:00 pm at the Antioch Senior Center: 817 Holbek, Antioch, IL 60002.

## **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: Pierce, Macek, Yost, Dominiak and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine. Absent: Trustee Poulos.

## **IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY**

There were no absent trustees wishing to attend remotely.

## **V. MAYORAL REPORT**

Mayor Hanson referred to item #10 on the agenda, and asked the board to approve the purchase of the Pittman Property. He discussed the history of the property, environmental testing, negotiations, and the diligence in working with a private property owner. He commended on the hard work of Village Administrator Jim Keim in negotiating the contract, and obtaining a pending grant for completion of that property. He discussed concepts being developed for the property that he hopes to be distributed to the public at a later date.

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

There were no citizen comments submitted via email, and no other citizens wishing to address the board at this time.

## **VI. Consent Agenda**

Trustee Pierce moved, seconded by Trustee Yost, to approve the following consent agenda items as presented.

1. Approval of the October 12, 2020 public hearing and regular meeting minutes as presented.
2. Approval of a Resolution Approving the 2021 Village Board of Trustees Meeting Schedule – *Resolution No. 20-49*
3. Approval of a Resolution Approving the Cancellation and Modification of 2020 Summer Programs and Special Events through the month of November – *Resolution No. 20-50*

Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

# APPROVED MINUTES

## **VII. Regular Business**

### **4. Consideration of payment of accounts payable as prepared by staff – Trustee**

Dominiak moved, seconded by Trustee Yost, to approve payment of accounts payable in the amount of \$466,960.04.

Trustee Macek asked about the bidding process for professional services, particularly when the last bid was out for Engineering services, and opined that it may be time to bid that service. Mayor Hanson said Administrator Keim has done a good job at looking at the various engineering firms for certain projects in the Village. Attorney Long added that there is an exemption in the state bidding laws that allows professional services to be hired without bids. Mayor Hanson is proud of the fact that the engineering costs have been stable and lower than he remembers from his previous years of service. Administrator Keim said engineering services are bid out on occasion for different projects, but there is an institutional knowledge that municipal engineers have regarding Village infrastructure. They are not used exclusively, but it is nice to have an engineer who understands the specific infrastructure of the Village.

Mayor Hanson said this can be discussed at a future Committee of the Whole meeting if the board would like. Trustee Pierce supports HR Green, but also thinks that they should be providing services at a reasonable price.

Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

### **5. Consideration of an Emergency Ordinance ratifying and extending the Mayoral**

**Declaration of Emergency relating to Coronavirus –** Trustee Dominiak moved, seconded by Trustee Johnson, to approve **Ordinance No. 20-11-36** ratifying and extending the Mayoral declaration of Emergency relating to coronavirus, waiving the second reading.

Trustee Pierce asked if the board should consider having strictly virtual meetings rather than in-person meetings considering the rise in cases and recent state mitigations. Mayor Hanson said he is open to Zoom meetings. Trustee Macek commented on people being locked out of Zoom meetings, and asked to look at a different format. Trustee Dominiak asked for a heavy push on social media to encourage the 3 w's.

Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT:1:** Poulos.

**THE MOTION CARRIED.**

**6. Consideration of an Ordinance Approving the Final Plat for the Sitko Resubdivision at the intersection of Spafford Street and Naber Avenue –** Trustee Dominiak moved, seconded by Trustee Yost, to approve **Ordinance No. 20-11-37** approving the final plat for the Sitko Resubdivision at the intersection of Spafford Street and Naber Avenue, waiving the second reading. Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT:1:** Poulos.

**THE MOTION CARRIED.**

## APPROVED MINUTES

**7. Consideration of a Resolution accepting the Comprehensive Annual Financial Report for Fiscal Year Ending April 30, 2020** – Trustee Yost moved, seconded by Trustee Johnson, to approve **Resolution No. 20-51** accepting the Comprehensive Annual Financial Report for Fiscal Year Ending April 30, 2020.

Finance Director McCarthy discussed the Audit and Management Letter.

Ms. Jenn Martensen of Lauterbach and Amen presented the Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ending April 30, 2020. She thanked Finance Director McCarthy and her staff for helping to conduct a smooth audit, and stated that they have issued a clean audit (unmodified) opinion. She reviewed the various sections of the audit, and highlighted key elements including an increase in overall fund balance, water and sewer fund, pension plans and budget vs. actual statements. They found no issues, and issued a management letter with one new recommendation related to reconciliation of escrow accounts.

Trustee Pierce noticed the escrow auditing and asked if there was a reason to perform those audits monthly instead of as needed, and asked how much ‘free cash’ emergency cash we had. Finance Director McCarthy replied that there is approximately \$5 million in reserves, with about \$2 million invested, but with the current rates, investments are not feasible or recommended. Trustee Pierce commented on the increase in expenses, and asked if we are expecting the same increase next year. Finance Director McCarthy replied yes, and stated it is due to police pension obligation.

Trustee Macek asked if we do any studies included in the report for failing infrastructure. Director McCarthy said it is not included in this report, but it is discussed and considered during budgeting.

Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

**8. Consideration of Resolution Accepting the Municipal Compliance Report for the Fiscal Year Ending April 30, 2020** - Director McCarthy explained that the Police Pension Fund is required to file this report with the Village each year before the levy is done. Ms. Martensen reviewed the document, and a summary of information.

Trustee Dominiak moved, seconded by Trustee Johnson, to approve **Resolution No. 20-52** accepting the Municipal Compliance Report for Fiscal Year Ending April 30, 2020. Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

**9. Consideration of a Resolution accepting the GASB 67 & 68 Actuarial Valuation for Fiscal Year ended April 30, 2020 and the Tax Levy Actuarial Valuation for Fiscal Year Ending April 30, 2021 for the Police Pension Fund** – Trustee Johnson moved, seconded by Trustee Yost, to approve **Resolution No. 20-53** and the Tax Levy Actuarial Valuation for Fiscal Year Ending April 30, 2021.

# APPROVED MINUTES

Trustee Pierce asked that the board get physical copies of the document for future meetings.

Trustee Macek asked how underfunded Police Pension Fund was. Director McCarthy replied that it is 33% funded and continues to attempt to catch-up. Finance Director McCarthy discussed the calculations done in order to get the Village caught up by the statutory deadline in 2042.

Trustee Pierce moved, seconded by Trustee Macek, to table this item until more answers can be provided and the board is given a hard copy of the report. Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

**10. Consideration of an Ordinance authorizing the purchase of land from the Pittman Family** – Trustee Dominiak moved, seconded by Trustee Pierce, to approve **Ordinance No. 20-11-38** authorizing the purchase of land from the Pittman Family, waiving the second reading.

Administrator Keim discussed the process staff went through in working with the Pittman Family, which accelerated when the culvert began to fail.

Trustee Pierce commented that every mayor he has worked with has tried to work with the Pittmans to obtain the property, and is happy it's been negotiated. He agrees it's an eyesore and needs to be fixed. Trustee Pierce commended the board and staff for doing a good job for the Village on this property acquisition .

Trustee Macek expressed concern with the ownership of the culvert from 1974 and the cost for fixing the property. He said the village is giving a blank check for the cleanup, and does not approve the purchase as-is.

Trustee Dominiak said there was information shared previously for the potential cost for cleanup, and the use of the property would determine what type of cleanup is needed. The more challenging decision is what to do with the property. She hopes to look at some type of revenue generation.

Mayor Hanson commented and agrees there are a lot of unknowns at that property, and many discussions have been held. He said if the purchase was not made, all the property owners would be required to do is allow the village to fix the culvert and bury the pipe at our own expense. He said it was appraised at \$1 million a number of years ago, and phase 1 and 2 environmental studies give an indication of what the initial costs may be for cleanup. Administrator Keim said he has gotten a rough estimate, but explained that there is no way to know the full extent of costs until excavation begins. The current estimate is \$200,000-300,000 to do the cleanup, but reiterated that it's impossible to know until you hire a contractor and they start digging. Administrator Keim said this is not a no-risk proposition, but we have an idea of the clean-up costs. He added that there is also potential funding through the grant that will cover some of those costs. Most of the costs associated with cleanup are excavating and hauling, and if the creek is opened up, those costs would be incurred regardless.

Trustee Pierce asked if the property could be beautified in the interim. Administrator Keim said that it could be up to the board. Trustee Dominiak commented on the timeline for closing and recent appraisal of the property, which was higher than the purchase price.

# APPROVED MINUTES

Upon roll call, the vote was:

**YES: 4:** Pierce, Yost, Dominiak and Johnson.

**NO: 1:** Macek.

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

**11. Approval of a Resolution Authorizing the Village Administrator to enter into an agreement with CDS Office Technologies for the purchase, service, support and maintenance of an integrated squad camera and body worn camera system, including the purchase of a manage technology support agreement and ancillary hardware and systems required for implementation** - Trustee Pierce moved, seconded by Trustee Yost, to approve **Resolution No. 20-54** Authorizing the Village Administrator to enter into an agreement with CDS Office Technologies for the purchase, service, support and maintenance of an integrated squad camera and body worn camera system, including the purchase of a manage technology support agreement and ancillary hardware and systems required for implementation.

Trustee Macek is happy this came to fruition, and said he donated his personal money into this. Chief Guttschow described the increasing comfort with law enforcement having body cameras as well as the public demand. He added that the law enforcement opinion on them has changed, and there is less pushback now. Chief Guttschow said there is unanimous support internally.

Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

## **VIII. Administrator's Report**

Administrator Keim said Lake Street is nearing completion, but there is a delay on Lake Street by Oliverri's, and some work still needs to be completed there. The bike path is nearing completion as well; the excavation is done, drainage installed and they expect a new layer of pavement this week. He added that we have seen good progress on Village Hall repairs as well.

## **IX. Village Clerk's Report**

No report.

## **X. Trustee Reports**

Trustee Pierce thanked the police officers for their hard work recently.

Trustee Macek distributed an email regarding public works projects. He brought up speed reduction letters to IDOT for Route 173, and asked that we do write the letter and don't take the avenue that it's a state route and not our responsibility.

Trustee Dominiak asked about striping on Lake Street and asked if there could be a crosswalk on the west side of Toft. Administrator Keim will look into it. She commended finance department staff for their hard work in the audit. Trustee Dominiak concurs with conducting Zoom meetings moving forward. She commented on the improvements at the shell station and thanked the business owners for asking the community for ideas. Trustee Dominiak mentioned previous discussions held at the Committee of the Whole meetings regarding surveys, and distributed a report showing people who received survey and who completed the survey related to doing business during COVID. She would also like to have a discussion about how to help businesses in town. Mayor Hanson said that staff is

## APPROVED MINUTES

working on some ways to help local restaurants and retail businesses. Director Garrigan said that staff was hoping to present some ideas at the next Committee of the Whole Meeting, but commented that there will be the launch of interactive map with a press release, and staff is working to promote other initiatives to help small businesses, including signage and dedicated parking spaces. He hopes to gather input from the Village Board at the next Committee of the Whole meeting on these initiatives. Mayor Hanson confirmed that he can use his emergency powers to make temporary spots illegal parking spots and only available for curbside pickup.

### **XI. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – property**

- Trustee Dominiak moved, seconded by Trustee Yost, to enter executive session at 8:23 for collective bargaining and probable litigation. Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

Trustee Dominiak moved, seconded by Trustee Pierce to exit executive session 8:56 pm with **no action taken**. Upon roll call, the vote was:

**YES: 5:** Pierce, Macek, Yost, Dominiak and Johnson.

**NO: 0.**

**ABSENT: 1:** Poulos.

**THE MOTION CARRIED.**

### **XII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees regular meeting adjourned 8:57 pm.

Respectfully submitted,

---

Lori K. Romine, RMC/CMC  
Village Clerk