



## VILLAGE OF FOX LAKE VILLAGE BOARD MEETING MINUTES

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

### Village of Fox Lake

At the regular Board Meeting, held in said Village and County in the State of Illinois at 6:30 p.m. on November 24, 2015 meeting was called to order by Mayor Schmit. The following official business was transacted:

#### **Roll Call**

Present Mayor Schmit: Village Clerk Warden, Attorney Teegen; Trustees: Murrey, Jensen, Stochl, Marr, Konwent and Koske.

Staff also in attendance: Anne Marrin, Stephanie Hannon, Carol Ward, Dan Miller, Ryan Kelly, Luke Catullo, Donovan Day, and members of the Fox Lake Planning Commission.

#### **I. Preliminary Audience Comments:**

There were no preliminary audience comments this evening.

#### **II. Introduction of Special Guest:**

Santa came down from the North Pole to invite everyone to the Fox Lake's, Korpan's Illuminated Holiday Parade and the Fox Lake Tree Lighting on Saturday, November 28, 2015. Santa and his reindeer will also be available at Santa's House for pictures.

#### **III. Presentation:**

Bill Robinson from Ryland Homes which has merged with the Standard Pacific Corporation to become CalAtlantic Homes introduced himself and the company to the Board gave them a brief update on the conceptual plan for the County Club Hills Subdivision. Mr. Robinson stated that the final plat of the subdivision was approved by the Village and recorded in 2004. The residential portion of the subdivision is zoned in the R-4 General Residence District. Mr. Robinson stated that while it appears this subdivision was originally approved by the Village as a planned unit development, the Village is unable to locate any documentation which can confirm that this is the case. As a result, the homes that have already been constructed in the subdivision currently do not meet, and the homes they intend to construct will not meet, the R-4 standards. Howard stated that that he has spoken at length with Ryland's attorneys and it was determined that the best way to meet this unusual situation surrounding the zoning is to pursue the adoption of a new ordinance approving a special use for a planned unit development. Discussion ensued with the Board regarding the differences those zoning statutes and was closed with acknowledgment that more discussion will take place through the Planning Commission meetings.

**Promote Fox Lake, Michael Lescher**

Michael Lescher updated the Board on the status of Promote Fox Lake with introduction of their committee as well as past and future plans of the group.

**IV. Approval of Minutes**

*Trustee Konwent made a motion to approve the Village Board Meeting Minutes of November 24, 2015, seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

<i>Trustee Murrey</i>	<i>Aye</i>
<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 Koske</i>	<i>Aye</i>
<b><i>Motion Carried</i></b>	

**V. Administrator Update**

Anne Marrin stated she would like to present the expenditures, warrants, and transfers for November 24, 2015. She asked if there were any questions. There were none. Anne stated if there were no questions there would be a motion to approve this evening under Finance.

Anne stated that the holiday banners for the downtown area have arrived and they are being placed at this time. As well, the Village was able to purchase new bows and garland for the light posts.

**VI. Recess to the Committee of the Whole**

*Trustee Koske made a motion to recess into the Committee of the Whole Meeting at 7: 10 p.m., Seconded by Trustee Jensen.*

*A roll call vote was taken as follows:*

<i>Trustee Murrey</i>	<i>Aye</i>
<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 Koske</i>	<i>Aye</i>
<b><i>Motion Carried</i></b>	

**VII. Committee of the Whole**

**A. Finance**

Trustee Stochl stated that a schedule of the 2016 Village Board Meeting dates is available.

Trustee Stochl stated that staff is working on the 2016 Workers Compensation and Liability Insurance renewal and asked the Board if there were any questions. There were none.

Trustee Stochl stated that staff has been reviewing and in the process updating policies and procedures for the Personnel Manual. He asked the Board if there were any questions regarding the changes to the Manual. There were none.

**B. Building and Zoning**

Trustee Marr stated that he is looking for a motion to amend the Intergovernmental Agreement between Lake County and Fox Lake's Plumbing Inspection Services. He asked if there were any questions. There were none.

Trustee Marr stated that he would like to commend the Community Development Department as they were able to help Dunn's Lake secure a \$10,000 grant for their detention pond.

**C. Parks and Recreation**

Trustee Koske went through the following events and programs in the Village. All events and programs can be found on the Village website at foxlake.org

- Save the Date! Saturday, November 28<sup>th</sup> The Village of Fox Lake & Korpan's Landing Illuminated Holiday Parade & Tree Lighting Ceremony  
The theme for this year's parade is "A Magical Christmas." This year's Grand Marshal is Chris Valenziano, the Co-chair of Fox Lake's Venetian Night.
- Safe Sitter training class is accepting registrations at this time.
- Santa's House will be open from December 4<sup>th</sup> – 20<sup>th</sup>. Please check the Villages website for exact times.

**C. Planning**

Trustee Marr stated that he would be looking for a motion in regards to the short term rental regulations. Trustee Marr asked if there were any questions. There was brief discussion on what the Village will be charging for bi-annual inspections as well if operators of short-term rentals can and should be subject to a hotel/ motel tax. It was determined that since this is a new program the Village should see how the program works and if needed readdress the tax at a later date.

**D. Public Safety**

Trustee Jensen stated he had nothing to report from Public Safety this evening.

**E. Sewer and Water**

Trustee Murrey stated that he encouraged the Board to read the Village Administrators report on the Sewer and Water and requested the clerk in place the information in the minutes. The following information was requested by Trustee Murrey:

**NWRWRF:**

Trustee Murrey stated recorded a total of 1.56 inches of rain fell on Tuesday. The Plant Flow peaked at 20.64 Million Gallons per Day (MGD). All process tanks and both grit removal systems were online to handle flow spikes. We did not request to have flow diverted to the Round Lake Excess Flow Facility.

**Projects**

Notices were advertised this week for Prairie Site Remediation and Process Blower Addition Projects. Bids will be opened for both projects on December 15th.

**Safety**

All NWRWRF employees attended training on Blood Borne Pathogens this morning. Dependable Fire Protection inspected and certified all Plant Fire Extinguishers last week. There has been 880 days since the Plant's last reportable safety incident.

### **Water & Sewer Department**

1. The hydrants in Holiday Park were flushed 11/14/15. No issues were reported and the system performed better than expected. Readings were collected and our flows were excellent. We will return to a normal flushing schedule in this area next spring.
2. The water main replacement project on North/Glen/Lakewood continues. All the main line pipes have been installed. The main is currently undergoing testing. The contractor hopes to install water services next week and begin pavement restoration.
3. The IEPA conducted an inspection of the Tall Oaks Facility on 11/19/15. The IEPA was very happy with our operations and had several compliments about how staff operates our facility.
4. Quarterly sewer system trouble spots have been cleaned. They will next be cleaned in March.

### **F. Streets**

Trustee Konwent stated that Phase III paving has been completed, which is Pistakee, Meade and to the end of West Grand Avenue. If weather permits landscaping needs to be completed however they may have to wait until spring. Trustee Konwent stated that they will be paving on West Ave, to Glen and Lakewood we will be using MFT funds for that project and will include water and sewer mains.

Trustee Konwent stated that she would be asking for a motion this evening to accept the bid for the 2016 Ford F59 Chassis with a 14' Utilimaster Walk-In Van body from Victor Ford Inc. 1400 Rand Road Wauconda, IL 60084 in the amount of \$46,587.00 for Local Sewer/Water Department. She asked the Board if there were any questions. There were none.

Trustee Konwent stated that she would be looking for a motion to accept the bid for the 2016 International 7400 SFA 4X4 (SR525) Dump Truck, with a new five yard (5 yd.) dump body, new eleven foot (11') snow plow with a stainless steel salt spreader from Rush Truck Centers, 4655 S. Central Avenue, Chicago, IL 60638 in the amount of \$154,800.00 for the Street Department. She asked if there were any questions. There were none.

Trustee Konwent stated that she would be asking for a motion to approve Ordinance 2015-51, an Ordinance Authorizing the Sale of a Miscellaneous Motor Vehicle Owned by the Village of Fox Lake, at a Public Online Auction to be conducted by the Obenauf Auction Service Inc. She asked the Board if there were any questions. There were none.

### **VIII. Motion to adjourn from Committee of the Whole and Reconvene Village Board Meeting**

*Trustee Jensen made a **motion** to adjourn from the Committee of the Whole and reconvene the Village Board Meeting at 7:27 p.m., Seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

<i>Trustee Murrey</i>	<i>Aye</i>
<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>

*Trustee Koske*            *Aye*  
***Motion Carried***

**VII. Motions for Approval**

• **Finance**

*Trustee Stochl made a motion to approve the total Expenditures of \$392,859.97, 11/20/15 Payroll of \$245,922.07, Externality Fee \$0, IMRF \$0, and Police Pension payments of \$48,862.09; Dated November 24, 2015 in the total amount of \$687,644.13, Seconded by Trustee Koske.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*           *Aye*  
*Trustee Stochl*            *Aye*  
*Trustee Konwent*         *Aye*  
*Trustee Marr*              *Aye*  
*Trustee Koske*             *Aye*  
***Motion Carried***

*Trustee Stochl made a motion to approve the 2016 Village Board Meeting Dates as presented, Seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*           *Aye*  
*Trustee Stochl*            *Aye*  
*Trustee Konwent*         *Aye*  
*Trustee Marr*              *Aye*  
*Trustee Koske*             *Aye*  
***Motion Carried***

*Trustee Stochl made a motion to approve a proposal from Mesirow Financial Services for the 2016 Workers Compensation and Liability Insurance Renewal, Seconded by Trustee Murrey.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*           *Aye*  
*Trustee Stochl*            *Aye*  
*Trustee Konwent*         *Aye*  
*Trustee Marr*              *Aye*  
*Trustee Koske*             *Aye*  
***Motion Carried***

*Trustee Stochl made a motion to approve the Chapter 3 of the Personnel Manual – Employee Conduct, Seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*           *Aye*  
*Trustee Stochl*            *Aye*  
*Trustee Konwent*         *Aye*  
*Trustee Marr*              *Aye*  
*Trustee Koske*             *Aye*

**Motion Carried**

Trustee Stochl made a **motion** to approve Secondary Employment Policy of the Personnel Manual Seconded by Trustee Koske.

A roll call vote was taken as follows:

Trustee Murrey	Aye
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Aye

**Motion Carried**

Trustee Stochl made a **motion** to approve the Drug and Alcohol Testing Policy of the Personnel Manual, Seconded by Trustee Marr.

A roll call vote was taken as follows:

Trustee Murrey	Aye
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Aye

**Motion Carried**

• **Building and Zoning**

Trustee Marr made a **motion** to authorize the Attorney to prepare the necessary Resolution, amending Resolution 2015 R. 23, for the Intergovernmental Agreement for plumbing services, between the Village of Fox Lake and Lake County, Seconded by Trustee Konwent.

A roll call vote was taken as follows:

Trustee Murrey	Aye
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Aye

**Motion Carried**

**Planning**

Trustee Marr made a **motion** to approve to the Plan Commission Recommendation regarding short term rental regulations, amending section 6-2-7 titled, Rental Housing Standards, and authorize the Attorney to prepare the necessary Ordinance, Seconded by Trustee Koske.

A roll call vote was taken as follows:

Trustee Murrey	Aye
Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Koske	Aye

**Motion Carried**

Trustee Marr made a **motion** to approve Ordinance 2015-50, an Ordinance Transferring a Special Use to Operate a Convenience Store with Liquor Sales at the Property at Unit 1-A, 7 S. Route 12, Fox Lake, Illinois, to Shree Sulei, Seconded by Trustee Jensen.

A roll call vote was taken as follows:

Trustee Murrey      Aye  
Trustee Jensen      Aye  
Trustee Stochl      Aye  
Trustee Konwent    Aye  
Trustee Marr        Aye  
Trustee Koske      Aye

**Motion Carried**

**Streets**

Trustee Konwent made a **motion** to accept the bid for the 2016 Ford F59 Chassis with a 14' Utilimaster Walk-In Van body from Victor Ford Inc. 1400 Rand Road Wauconda, IL 60084 in the amount of \$46,587.00 for Local Sewer/Water Department and authorize the Village Attorney to prepare the necessary Resolution, Seconded by Trustee Marr.

A roll call vote was taken as follows:

Trustee Murrey      Aye  
Trustee Jensen      Aye  
Trustee Stochl      Aye  
Trustee Konwent    Aye  
Trustee Marr        Aye  
Trustee Koske      Aye

**Motion Carried**

Trustee Konwent made a **motion** to accept the bid for the 2016 International 7400 SFA 4X4 (SR525) Dump Truck, with a new five yard (5 yd.) dump body, new eleven foot (11') snow plow with a stainless steel salt spreader from Rush Truck Centers, 4655 S. Central Avenue, Chicago, IL 60638 in the amount of \$154,800.00 for the Street Department and authorize the Village Attorney to prepare the necessary Resolution, Seconded by Trustee Koske.

A roll call vote was taken as follows:

Trustee Murrey      Aye  
Trustee Jensen      Aye  
Trustee Stochl      Aye  
Trustee Konwent    Aye  
Trustee Marr        Aye  
Trustee Koske      Aye

**Motion Carried**

Trustee Konwent made a **motion** to approve Ordinance 2015-51, an Ordinance Authorizing the Sale of a Miscellaneous Motor Vehicle Owned by the Village of Fox Lake, at a Public Online Auction to be Conducted by the Obenauf Auction Service Inc. , Seconded by Trustee Jensen.

A roll call vote was taken as follows:

*Trustee Murrey*            *Aye*  
*Trustee Jensen*        *Aye*  
*Trustee Stochl*        *Aye*  
*Trustee Konwent*      *Aye*  
*Trustee Marr*          *Aye*  
*Trustee Koske*        *Aye*  
***Motion Carried***

**IX. Attorney Comments**

Howard stated that the petitions for adding the Fox Lake property into the Fox Lake Fire Protection District will be filed in Circuit court tomorrow and a hearing date will be set with the objective to have the question placed on the March ballot.

Howard stated to Trustee Koske she is more than welcome to add his business parking lot to the list of approved parking spaces for the parade.

**X. President's Comments**

Mayor Schmit stated that he would like consensus from the Board to cancel the Village Board meeting on Tuesday, December 22<sup>nd</sup> and to alert staff that we will need certain items in place at the first meeting in December that will allow Stephanie the authorization to pay bill. There was a consensus from the Board to cancel the Village Board meeting on Tuesday, December 22<sup>nd</sup>.

**XI. Audience Comments**

There were no audience comments this evening.

**XII. Executive Session**

*Trustee Jensen made a motion to retire into Executive Session at 7:36.m. for Personnel and Threatened Litigation to include Anne Marrin Village Administrator, Deputy Clerk, Carol Ward, Village Attorney Caryn Barone and Village Attorney Howard Teegen, Seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*        *Aye*  
*Trustee Stochl*        *Aye*  
*Trustee Konwent*      *Aye*  
*Trustee Marr*          *Aye*  
*Trustee Koske*        *Aye*  
***Motion Carried***

**XIII. Reconvene the Village Board Meeting**

*Trustee Jensen made a motion to reconvene the Village Board Meeting at 8:11 p.m., seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

*Trustee Murrey*            *Aye*  
*Trustee Jensen*        *Aye*  
*Trustee Stochl*        *Aye*  
*Trustee Konwent*      *Aye*  
*Trustee Marr*          *Aye*  
*Trustee Koske*        *Aye*  
***Motion Carried***

**XIV. Adjournment**

*Trustee Konwent made a **motion** to adjourn the Village Board Meeting at 8:12p.m., seconded by Trustee Stochl*

*A roll call vote was taken as follows:*

*Trustee Murrey           Aye*

*Trustee Jensen           Aye*

*Trustee Stochl           Aye*

*Trustee Konwent        Aye*

*Trustee Marr            Aye*

*Trustee Koske          Aye*

***Motion Carried***

Meeting was adjourned at 8:12 p.m.

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Niki Warden, Village Clerk