



**VILLAGE OF FOX LAKE**  
**VILLAGE BOARD MEETING MINUTES**

STATE OF ILLINOIS, }  
Lake and McHenry Counties, }  
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## 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 December 12, 2023, and held via in-person and via Zoom conference, the meeting was called to order by Mayor Schmit. The following official business was transacted:

## 1. Call to Order

## Roll Call

Present Mayor Donny Schmit, Village Attorney Howard Teegen, Trustees: Ron Stochl, Jeff Jensen, Bernice Konwent, Brian Marr, Debra Vander Weit, Amy Driscoll and Clerk Michelle Runnion

Staff also in attendance: Jessica Chernich, Jodi Luka, Mary Locher, John Thompson, Susan Novak (via Zoom), Dawn DeServi, Lindsay Szafran and Amy Whitis

## 2. Approval of Minutes

## A. Village Board Meeting Minutes for November 28, 2023

*Trustee Konwent made a motion to approve the Village Board Meeting Minutes for November 28, 2023, seconded by Trustee Marr.*

*A roll call vote was taken as follows:*

<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 Driscoll</i>	<i>Abstain</i>
<i>Trustee Vander Weit</i>	<i>Aye</i>
<b><i>Motion carried</i></b>	

**3. Approval of the Warrant**

**A. Approval of the Warrant – December 12, 2023**

*Trustee Konwent made a **motion** to approve the Expenditures/Warrants/Transfers for December 12, 2023, in the amount of \$2,383,187.13, seconded by Trustee Driscoll.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Aye

*Motion carried*

**4. Special Business (Appointments, Swearing In Ceremonies, Proclamations)**

**A. Bloom Dawson Eagle Scout Project**

*The mayor presented a plaque to honor and recognize the work completed for the Eagle Scout Project of Bloom Dawson. She then shared that she raised funds for a Bulletin Board at the Community Garden to allow for communication between the gardeners. She also developed the blueprint for the strawberry garden.*

**B. Citizen Recognition Gregory Findley**

*Police Chief Dawn DeServi presented a certificate of recognition and expressed appreciation for the help of Gregory Findley during the apprehension of a suspect who had fled the scene of a crime and was located near his residence as he helped the officer subdue the subject until backup had arrived.*

**C. Introduction of Police Therapy**

*Police Chief Dawn DeServi introduced the two officers who are responsible for “Hank” the therapy dog for the Police Department. They explained that he was a rescue dog, he was obtained free of charge and explained some of the training received.*

**D. Appointment of Administrative Hearing Officer, Timothy Evans**

*The Mayor announced the appointment of Timothy Evans as Administrative Hearing Officer.*

*Trustee Jensen made a **motion** to approve the mayor’s appointment of Timothy R. Evans as Administrative Hearing Officer, seconded by Trustee Vander Weit.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Aye

*Motion carried*

Trustee Driscoll made a **motion** to approve the mayor's appointment of Timothy R. Evans as Administrative Hearing Officer effective with hearings in February of 2024, subject to the approval of an engagement letter by the Village Attorney and the Village of Lake Villa, seconded by Trustee Vander Weit.

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye
Trustee Marr	Aye
Trustee Driscoll	Aye
Trustee Vander Weit	Aye

***Motion carried***

**5. Village President's Report**

*The mayor introduced Jodi Luka, the new Economic & Community Development Director.*

**6. Village Administrator's Report**

*There is none.*

**7. Village Attorney Report**

*There is none.*

**8. Village Treasurer's Report**

*Mary Locher shared that though she had hoped the audit would be complete in December, it will be finalized in January.*

**9. Preliminary Audience Comments (on Agenda Items Only)**

*There are none.*

**10. Motion to Recess to Committee of the Whole Meeting**

*Trustee Jensen made a **motion** to recess to the Committee of the Whole, seconded by Trustee Konwent. All were in favor. ***Motion carried***.*

**A. Strategic Planning Team Reports**

*There were no questions.*

**11. New Business**

**A. Resolution 2023-R-83: A Resolution Authorizing the Amendment of the Fox Lake Personnel Manual**

*This item is to authorize the amendment of the Fox Lake Personnel Manual to include the Paid Leave Act requirements. There were no changes for the full-time staff, however, there are changes for part-time staff. Jessica Chernich explained that staff must receive one hour of paid leave for every 40 hours worked. This will be annual, and they must use it or lose it. Full-time employees have their time front-loaded for the year.*

**B. Resolution 2023-R-84: A Resolution Authorizing Change Order No. 1 for Washington Street Roadway Reconstruction)**

*This item is to authorize Change Order No. 1 for the Washington Street Roadway Reconstruction. This change will result in a reduction of \$3,251.50 in contract price, which brings the final Contract Price to \$2,007,897.62. Trustee Jensen requested and received confirmation that there is one extra light, but the cost is actually lower.*

**C. Resolution 2023-R-85: A Resolution Authorizing Change Order No. 1 and Final Payment to Visu-Sewer for the 2023 Sanitary Sewer Cleaning and Lining Project**

*This item is to authorize Change Order No. 1 and Final Payment to Visu-Sewer for the 2023 Sanitary Sewer Cleaning and Lining Project. There was one less pipe needed so the cost decreased \$5,012 from \$109,020 to \$104,008.*

**D. Ordinance 2023-37: An Ordinance Abating the Tax Heretofore Levied for the Year 2023 to Pay Debt Service on \$11,940,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022A of the Village of Fox Lake, Lake and McHenry Counties, Illinois**

*This item is an Ordinance Abating the Tax Heretofore Levied for the Year 2023 to Pay Debt Service on \$11,940,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022A of the Village of Fox Lake, Lake and McHenry Counties, Illinois. Mary Locher explained that she has directed the county to abate and not to levy the taxes.*

**E. Ordinance 2023-38: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting a Special Use to Susan Romans to Operate a Short-Term Housing Rental Business at the Property at 94 Lippincott Road, Fox Lake Illinois**

*This item is to amend the Zoning Ordinance of the Village of Fox Lake by Granting a Special Use to Susan Romans to Operate a Short-Term Housing Rental Business at the Property at 94 Lippincott Road, Fox Lake Illinois. The Special Use Permit is only for single-group rental.*

**F. Motion to Approve the Raffle License Application from National Athletic Club for a 50/50 and Meat Raffle Every Friday and to Waive the Bond Requirement**

*This item is to approve the Raffle License Application from National Athletic Club for a 50/50 and Meat Raffle Every Friday and to Waive the Bond Requirement.*

**12. Old Business**

**A. Ordinance 2023-36: An Ordinance Providing for the Levy of Taxes for the Village of Fox Lake, Lake and McHenry Counties, State of Illinois, for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024 (Final Reading)**

*This item is to approve an ordinance Providing for the Levy of Taxes for the Village of Fox Lake, Lake and McHenry Counties, State of Illinois, for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024. The increase will be 4.98% and was made available for public review as per requirements.*

**13. Motion to Adjourn from Committee of the Whole and Reconvene Village Board Meeting**  
*Trustee Konwent made a motion to adjourn from Committee of the Whole and reconvene Village Board meeting, seconded by Trustee Jensen. All were in favor. Motion carried.*

**14. Items to be Removed from Consent Agenda**

*There were none.*

**15. Consent Agenda**

All items listed on the Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests, in which event the item will be removed from the general order of business and considered under the Approval of Exceptions.

**A. Resolutions**

1. Resolution 2023-R-83: A Resolution Authorizing the Amendment of the Fox Lake Personnel Manual
2. Resolution 2023-R-84: A Resolution Authorizing Change Order No. 1 for Washington Street Roadway Reconstruction
3. Resolution 2023-R-85: A Resolution Authorizing Change Order No. 1 and Final Payment to Visu-Sewer for the 2023 Sanitary Sewer Cleaning and Lining Project

**B. Ordinances**

1. Ordinance 2023-36: An Ordinance Providing for the Levy of Taxes for the Village of Fox Lake, Lake and McHenry Counties, State of Illinois, for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024 (Final Reading)
2. Ordinance 2023-37: An Ordinance Abating the Tax Heretofore Levied for the Year 2023 to Pay Debt Service on \$11,940,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022A of the Village of Fox Lake, Lake and McHenry Counties, Illinois
3. Ordinance 2023-38: An Ordinance Amending the Zoning Ordinance of the Village of Fox Lake by Granting a Special Use to Susan Romans to Operate a Short-Term Housing Rental Business at the Property at 94 Lippincott Road, Fox Lake Illinois

**C. Motions**

1. Motion to Approve the Raffle License Application from National Athletic Club for a 50/50 and Meat Raffle Every Friday and to Waive the Bond Requirement

*Trustee Jensen made a **motion** to move that Resolutions A 1-3, Ordinance B 1-3 and Motions C 1 be established as the Consent Agenda for this meeting by unanimous vote, seconded by Trustee Konwent.*

*A roll call vote was taken as follows:*

Trustee Jensen	Aye
Trustee Stochl	Aye
Trustee Konwent	Aye

Trustee Marr Aye  
Trustee Driscoll Aye  
Trustee Vander Weit Aye  
**Motion carried**

Trustee Konwent made a **motion** that the consent agenda as established by the prior motion be passed, seconded by Trustee Jensen.

A roll call vote was taken as follows:

Trustee Jensen Aye  
Trustee Stochl Aye  
Trustee Konwent Aye  
Trustee Marr Aye  
Trustee Driscoll Aye  
Trustee Vander Weit Aye  
**Motion carried**

**16. Approval of Exceptions**

There were none.

**17. For the Good of the Order**

Jessica Chernich expressed appreciation for the Board and staff. Trustee Stochl brought up that Executive Session Minutes should be approved in open session, confirmed by Attorney Teegen.

**18. Audience Comments**

Beth Marcello of 6429 Gina Way expressed concerns regarding a streetlight out. She also indicated the street patching for road repairs is appreciated but would like a status update on repaving. She indicated a sign was put up on Woodland Green indicating curves, but it was difficult to see the sign and should have reflectors on it. There is also another S curve with no signs.

The mayor responded that the Village tries to patch on concrete and that there is currently a street survey underway so no determinations have been made.

**19. Executive Session**

There was none.

**20. Adjournment (made in Executive Session)**

Trustee Stochl made a **motion** to adjourn the meeting at 7:03 pm, seconded by Trustee Konwent. All were in favor. **Motion carried**.

Meeting was adjourned at 7:03 P.M.

  
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Michelle Runnion, Village Clerk