



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 June 13, 2017 meeting was called to order by Mayor Schmit. The following official business was transacted:

1. Call to Order

Roll Call

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

Staff also in attendance: Anne Marrin, Laura Linchan, Donovan Day, Nick Warrner, and Ryan Kelly.

2. Approval of Minutes

Trustee Koske made a motion to approve the Village Board Meeting Minutes of May 23, 2017, Seconded by Trustee Konwent. All were in favor. Motion carried.

3. Approval of the Warrant

Trustee Murry made a motion to approve the Warrant List, seconded by Trustee Marr. All were in favor. Motion carried.

4. Special Business

A. Presentation-Trudy Wakeman, Race Director of Fox Lake Triathlon

Trudy Wakeman the Race Director for the 1st Ever Fox Lake Triathlon that was held on Sunday June 4th gave a presentation to the Village Board to discuss the success of Fox Lake's triathlon.

B. Appointments to Strategic Planning Teams

Fred Loffredo-Pension Board
Walter Kublanza-Pension Board
Kaylee Bowman-ETSB/911 Board Member
Ed Lescher-ETSB/911 Board Member

Trustee Konwent made a motion to approve the above referenced appointees to their assigned positions, seconded by Trustee Jensen.

A roll call was taken as follows:

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

Motion Carried

Preceding the passing of the above motion, the Village Clerk swore in Kaylee Bowman to the members signed the Oath.

C. Motion to Approve Resolution 2017-23

Trustee Koske made a motion to approve Resolution 2017-23, a Resolution approving an amendment and conditions of employment with Jimmy A. Lee Jr as Village Chief of Police, and authorize the Mayor to sign the agreement, seconded by Trustee Konwent.

A roll call was taken as follows:

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

Motion Carried

D. Swearing in Ceremonies

Village of Fox Lake Police Commissioner Mike Trinski swore in Officer Daniel McKinney, Sergeant Richard Howell and Police Chief Jimmy Lee.

5. Village President's Report

Mayor Schmit stated that he attended a seminar the other evening that explained how the administrative type government should work. Mayor Schmit further stated that the presenter came up with a very good analogy and that he added to it. The presenter stated that the Village Administrator type of government is like an hour glass. At the top of the hour glass is all of the elected officials and they make policy. At the center of the hour glass is the Village Administrator and all of the policies go through the Village administrator. Then at the bottom of the hour glass is the Staff. So we give input as elected officials, and we give those policy ideas to the Village Administrator and she takes that policy we give and carries it out to the Staff.

Mayor Schmit stated that he continued the analogy on because sometimes the opposite is true. If you turn the hour glass upside down Staff has to give input to the Village Administrator and the Village Administrator in turn has to give it to the elected officials. Mayor Schmidt stated he thought this was a really good analogy as there seems to be a lot of question about who does what and who calls the shots in the town and so forth. Mayor Schmit further stated that this analogy is a good way to think about how things Should work. He stated that as Village Officials create policy and that goes through the Village Administrator and then Staff implements the policy.

Mayor Schmit further stated IDNR came to the Village. Four years ago the Village was in danger of losing our national flood insurance. IDNR stated that the Village was one of the worst Villages in the state for compliance. Mayor Schmit stated four years ago we had over 200 homes that were not in compliance. Mayor Schmit stated that as of today we are down to only eight homes that are not in compliance and those homes need only minor adjustments. With the new water tower at Holiday Park and when all of the homes in the flood plain are complaint, Mayor Schmit stated that a representative from CRS would recommend us for a lower ISO rating and therefore people who live in flood plans should see a 25% reduction in their flood insurance rates. Mayor Schmit stated that it was a lot of hard work and we are almost there. Mayor Schmit stated that if there are any questions regarding this matter they can be directed to Community Development Director Donovan Day.

6. Village Administrator's Report

Village Administrator Anne Marrin stated that the Community Garden is in full swing. Donovan Day built the newest addition to the children's garden. Administrator Marrin stated that Donovan Day installed the Little Free Library which was donated by the PTA of

the Village of Fox Lake Grade School #114. Administrator Marrin stated that we would like to thank them for their donation and thinks the library will be used quite often. The Library was painted by a Village of Fox Lake employee, Laura Rudkin, who is a very good artist and who is also taking on the challenge for the call out for artist this year for our "Light the Way," to do two light houses that will be displayed around the Village.

Administrator Marrin stated that we would also like to thank the Village Street Department for their installation of the patio and base at the garden for the future pergola as well as the sensory garden area. Administrator Marrin stated it has been a real team effort and we are very proud of the garden area and what will hopefully be a very long tradition in Fox Lake.

7. Village Attorney Report

Attorney Teegen stated that he had nothing to report

8. Village Treasurer's Report

There was no Treasurer's report

9. Preliminary Audience Comments (on Agenda Items Only)

There were 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 Marr. All were in favor. Motion carried.

A. Strategic Planning Team Reports

1. Infrastructure-Ryan Kelly, Director of NWRWRF

Mr. Kelly stated that the first infrastructure Strategic Planning Team meeting was held on June 13, 2017 at 3:30 p.m. Mr. Kelly gave an update of the Projects that are in the process of completion:

- On May 11th all sections of the new north system water tower were raised and welded into place. Painting is scheduled to begin on June 15th. The project is currently on schedule. Pictures can be found on the Village's Facebook Page.
- The 2nd phase of the North and South water systems interconnect project are being finalized. This work includes the identification of right of way issues, environmental permitting requirements and route surveying. The local water and sewer administrative team recently met with Trotter & Associates to review the engineering scope of the final design phase of the project. The Strategic Planning Team will present a budget for this project at the next meeting.

Next Strategic Planning meeting will take place on July 5, 2017 at 8:30 a.m.

2. **Marketing-Laura Linehan, Assistant to the Village Administrator**

Ms. Linehan stated that the Marketing Strategic Planning Team met on June 7, 2017. At the meeting an overview of the importance of marketing and branding was discussed and reviewed. The assigned Trustees and staff were asked to rank all tactics within the strategic planning team objectives on a scale on one through five (five being the most important). The scores were added together and averaged. These scores will be utilized to prioritize Year 1-Year 5 projects.

Additionally, all tactics were placed into short, mid, long term accomplishment categories. The purpose of this categorization was to outline which tactics could be completed more quickly than others.

Year 1-Year 5 prioritization will be shared at the next meeting, and the Board will receive an update with the prioritization for this upcoming year.

Laura Linehan stated that there are several projects in progress and an update of the status of the above referenced projects.

- Banners have been designed for the 110th Anniversary and Celebrate Fox Lake. The downtown banners are in process of being hung, with Route 12 (larger banners) on their way.
- Staff has updated signage within Village Hall internally, and is working to review signage community wide.

Trustee Stochl asked fellow Board members if the Board should consider painting the new logo on the newly finished water tower since it is being painted now. Board members discussed the pros and cons of painting the logo on the water tower. Trustee Murry recommended that cost estimates for the project be put together and presented to the Board at the next Village meeting.

Lauran Linehan stated that the next upcoming meeting dates for the Marketing Strategic Team will be as follows:

- Thursday, July 6 at 10:30 a.m.
- Thursday, August 3 at 10:30 a.m.

Meetings will be held at the Village Hall, in the Board Room.

3. **Communication/Public Outreach-Jimmy Lee, Police Chief**

Chief Lee stated that the first Communication/Public Outreach Strategic Planning Team meeting was held on June 12 at 3:00 p.m. at the Village Hall Board Room.

Chief Lee stated that there are several projects in the process and gave a status of each project:

- E-newsletter was developed and is sent every Friday at 1:00 p.m. So far 165 individuals have signed up to receive the newsletter.
- Newsletter is in production and will be mailed prior to Celebrate Fox Lake (July 1, 2017).
- Staff is reviewing the current website and will be working to increase user friendliness.

Chief Lee stated that the next meeting will be held on July 10, 2017 at 2:00 p.m.

4. Economic Development-Donovan Day, Director of Community Development

Donovan Day stated that the Economic Development Strategic Planning Team met on May 31, 2017. At that meeting an overview of economic development was discussed and reviewed. He further stated that the objectives and tactics were proved to Trustee Jensen and Trustee Marr. The team will develop short, mid and long-term goals at the next meeting with any items requiring a financial outlay to be analyzed for budgetary inclusion in future budgets.

Donovan Day stated that there are several projects in the process and he gave an update of the status of each project as follows:

Sign Ordinance revisions are almost complete.

BDD Feasibility Study is progressing.

Village Engineer will be submitting a proposal to perform a warrant study for potential traffic signal at Jack Frost Lane.

Kicked off the 2nd annual It's an Art Thing with the Light the Way lighthouse are installation. Nine entries have been received to date.

Donovan Day stated that the next Economic Development Strategic Planning Team meeting will take place June 28, 2017 at 4:00 p.m.

Donovan Day further stated that permits for Culvers are almost ready. He stated they are just waiting for a few additional documents to complete the permit process.

Micro Coffee Brewery looks to potentially be open for business in 4 to 6 weeks.

Micro Coffee Brewery will be located at 13 East Grand Ave. They will have fresh

roasted coffee beans for purchase daily and they are looking to sell their special blends to businesses in the area.

5. Recreation-Nick Warner, Director of Parks and Recreation

Nick Warner stated that the Parks and Recreation Strategic Planning Team met on June 7, 2017. At the meeting an overview of the importance of Parks and Recreation was discussed. The assigned Trustees and staff were asked to rank the importance of all tactics within the strategic planning team objectives. These rankings will be utilized to prioritize future projects within the Parks and Recreation Department.

All tactics were placed into short, mid, long term accomplishment categories. The purpose of this categorization was to outline which tactics could be completed more quickly than others.

Nick Warner stated that Team members decided project priorities will be discussed at the next meeting along with the rental fee structure of current facilities.

Nick Warner gave an update of several projects in process:

- Grand opening of the Lakefront Park Building.
- Blood drive on June 16, 2017 at Village Hall.
- Concert by the Lake June 17th.
- Celebrate Fox Lake July 1st.

Nick Warner stated that the upcoming meeting dates include:

- Thursday, July 20, 2017 at 10:30 a.m.
- Thursday, August 10, 2017 at 10:30 a.m.

Meetings for the Recreation Strategic Planning Team will be held at the Village Hall, in the Board Room.

Trustee Koske complimented Mr. Warner on the wonderful job he is doing and reminded fellow Board members to notify Mr. Warner if they wish to ride on the float at the Celebrate Fox Lake parade. Additionally, Trustee Koske reminded Board members to RSVP to Mr. Warner if they wish to attend the June 28th invite only soft re-opening of the Lake Front Park.

6. Technology-Jimmy Lee, Chief of Police

Chief Lee stated that the first Technology Strategic Planning Team meeting will be

held on June 22, 2017 at 4:00 p.m at the Village Hall Board Room.

Chief Lee gave an update of several projects that are in progress:

- The Police Department and FoxComm have completed their transition to StarComm.
- Staff members within the Police Department and Village Hall are in the process of getting trained on the new ticketing software-Quicket.
- Equipment has been ordered for the new Lakefront Park including additional computers, monitors and other necessary technology pieces.

Chief Lee stated that he had wanted to say a few words that he was unable to get in earlier in the meeting after his appointment. Chief Lee read the following statement:

I am honored that Mayor Schmidt, the Village Board and Village manager have entrusted me with the leadership of the police department. I will do my best to serve the Community and the Officers.

I want to thank my family, friends, co-workers and past co-workers, many who are Chiefs and mentors for coming out tonight for their support. Without them it would be impossible for me to be in this position. I want to thank Chief Lane for his leadership, advice and friendship over the past 18 months. We all wish him well in his retirement.

To me, it's fitting that I am taking the Oath of Office alongside two other Fox Lake Officers. One who is just starting his career, Officer Dan McKinney, and whom is becoming a full-time Fox Lake Police Officer. The other, Sergeant Richard Howell, is entering the supervisory ranks. It is these officers and those like them who have the toughest job. It is my honor to serve as their chief and pledge to do everything I can to support their efforts and make our Community as safe as it can be.

We have made significant progress building and strengthening our department from within. We have updated vital policies. We have focused on training and officer safety. We are improving supervision and accountability. We are improving labor relations. We are reaching out to our partnering agencies and teaming up with them where it makes sense. Our work on these fronts continues and, in many ways, never truly ends.

We cannot reach the next level as a Police Department without strong community relationships. We cannot be a safer community if we are not working

closely with residents, community groups, business and other units of government. That is where our focus will be in the months ahead.

We are seeking opportunities to work with residents. We need to listen to their suggestions and we need to communicate with them on a more frequent basis so they understand our role and our commitment to public safety.

Generally speaking, Police Officers in this community have always enjoyed the support and respect of residents and businesses. It is our intention to enhance that support and respect every day.

Thank you very much!

11. New Business

- A. Ordinance 2017-27 Adopting Prevailing Wages of Laborers Mechanics and other Workers Employed in Public Works Pursuant to 820 ILCS 130/1 et Seq.
- B. Ordinance 2017-28 Amending Ordinance No. 2017-12 to Correct a Clerical Error.
- C. Ordinance 2017-29 Amending Various Sections of the Liquor Control Ordinance of the Village of Fox Lake in Order to Enable Limited Liability Companies to be Licensees.

12. Old Business

No old business.

13. Items to be Removed from Consent Agenda

There were no items removed from Consent Agenda.

14. 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.

A roll call vote was taken as follows:

<i>Trustee Murry</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>

Motion Carried

15. Motions to Establish and Pass Consent Agenda

Trustee Jensen made a motion that items B1 through B3 be established as the Consent Agenda, and pass the consent agenda as established, seconded by Trustee Konwent.

A roll call vote was taken as follows:

Trustee Murry 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 the consent agenda, seconded by Trustee Jensen.

A roll call vote was taken as follows:

Trustee Murry Aye
Trustee Jensen Aye
Trustee Stochl Aye
Trustee Konwent Aye
Trustee Marr Aye
Trustee Koske Aye

Motion Carried

A. Resolutions

There were none.

16. Approval of Exceptions

There no exceptions.

17. For the Good of the Order

Trustee Koske stated that she thought tonight was a wonderful night. Trustee Koske congratulated the Mayor and the Board on appointing a new Police Chief. She pointed out this is not something that happens often is it is a big deal for this Community. Trustee Koske thanked Chief Lee for accepting the hiring. Trustee Koske further stated that the hiring of the new Police Officers is very exciting as we have needed them and we have been talking about hiring them. Trustee Koske thanked Village Administer Anne Marrin and Assistant Village Administrator Laura Linehan for all of the hard work and for working with

the Police Commission to get the Police officers hired. Trustee Koske further stated that tonight is a celebration for all of us as it is a really great thing for the Village.

18. Audience Comments

Village of Fox Lake Resident, Linda Rule, spoke to the Village Board regarding an alleged property damage claim that was denied by the Village. Ms. Rule stated that she put in a claim alleging that her property was damaged by a Village snow plow. Ms. Rule further stated the cost of the property damage is estimated to be \$360.00 and she talked to the Village's insurance company and they told her that because that amount was beneath our deductible and therefore she could not be reimbursed for the alleged damages. Ms. Rule stated that she wanted to discuss this with the board so that there could be future legal remedies put in place in case of future incidents such as hers. Mayor Schmit requested that Ms. Rule send in an email with additional details and he will discuss the matter with staff.

19. Executive Session

Trustee Jensen made a motion to retire into Executive Session at 7:33 p.m. for a potential land acquisition matter and to include Anne Marrin Village Administrator, Assistant to the Village Administrator Laura Linehan, Community Development Director Donovan Day and Attorney Howard Teegen, seconded by Trustee Koske. All were in favor. Motion carried.

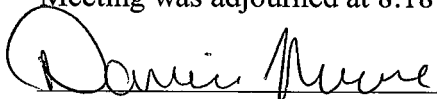
20. Reconvene the Village Board Meeting

Trustee Konwent made a motion to reconvene the Village Board Meeting at 8:15 p.m. seconded by Trustee Marr. All were in favor. Motion Carried.

21. Adjournment

Trustee Stochl made a motion to adjourn the Village Board Meeting seconded by Trustee Marr. All were in favor. Motion Carried.

Meeting was adjourned at 8:18 p.m.



Danice Moore, Village Clerk