

APPROVED MINUTES

**VILLAGE OF ANTIOCH  
BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE  
Municipal Building: 874 Main Street, Antioch, IL  
June 12, 2013**

**I. CALL TO ORDER**

Mayor Hanson called the June 12, 2013 Village Board Special Meeting of the Board of Trustees to order at 7:02 pm in the Municipal Building: 874 Main Street, Antioch, IL.

**II. PLEDGE OF ALLEGIANCE**

The Board of Trustees led the Pledge of Allegiance.

**III. ROLL call**

Roll call indicated the following Trustees were present: Pierce, Sakas, Poulos, Dominiak, Crosby and Johnson. Also present were Mayor Hanson, Administrator Keim, Attorney Long and Secretary Mateja.

**IV. APPROVAL**

**Approval of the May 15, 2013 Committee of the Whole Minutes as presented.**

Trustee Pierce indicated a correction is needed under Regular Business paragraph seven. The minutes read "Trustee Pierce" but should read "Trustee Poulos". Trustee Sakas moved, seconded by Trustee Crosby, to approve the May 15, 2013 Committee of the Whole meeting minutes with above amendment. Upon roll call, the vote was:

**YES: 6:** Pierce, Sakas, Poulos, Dominiak, Crosby and Johnson.

**NO: 0.**

**ABSTAIN: 0.**

**ABSENT: 0:**

**THE MOTION CARRIED.**

**V. REGUALR BUSINESS**

**1. Grande Letty's Corporation Liquor License Request.**

Grande Letty's owner, Letty Rodriquez, informed the board she had purchased her brother's shares of Grande Jake's and had legally changed the business and corporate name to Grande Letty's. She is requesting a liquor license be issued under the new name. Trustee Pierce questioned how we can verify the purchase. Attorney Long informed the board he had been in contact with Letty Rodriquez's attorney, had seen the contract and confirmed the purchase. Attorney Long explained how Letty's attorney was not familiar with our new ordinance causing the delay. He asked if the board would like to review the ordinance for future business, corporate name changes. All Trustees agreed this case was an exception to the rule and to keep the current ordinance.

All Trustees agreed to add this topic to the next Village Board of Trustees meeting agenda.

**2. Safety Manual Review.**

Administrator Keim explained to the board how the Safety Committee has been working on a manual with policies and procedures to ensure employees safety. Safety Committee Chairman Shannon explained OSHA and State regulations were included in the manual. He also informed the board he has been working closely with each department and will continue to work with them on updates as needed. Upon board approval, training sessions will be coordinated and scheduled.

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Safety Committee Chairman Shannon also indicated staff will be required to sign off on an employee acknowledgement of the safety manual.

All Trustees agreed to add this topic to the next Village Board of Trustees meeting agenda.

### **3. Rescue Squad Billing Agreement.**

Chief Nixon reviewed the billing and collection of service fees contract from Paramedic Billing Services, Inc. He explained the contract was a three year contact with a resolvable 90 day notice. The company will charge a 5% fee of accounts collected. Chief Nixon indicated other companies charge anywhere from 5% - 9%. He recommends moving forward with Paramedic Billing Services, Inc. Trustees questioned charges, collections, policy changes, and what type of control the Fire Department and Village Board would have overall. Chief Nixon explained we have full control over all billing issues. This company would be working for us and would be following our guidelines.

All Trustees agreed to add this topic to the next Village Board of Trustees meeting agenda.

### **4. Compensation Study Parameters.**

Administrator Keim explained how he had been looking into other communities and would like board to give direction on what similarities they feel would be compatible comparisons. Assistant Administrator McCarthy followed guidelines for each comp study researched giving her numerous options for comparisons. She asked the board what they felt would be key factors in narrowing her findings. Trustee Poulos asked that we focus on value of person not property and population. Trustee Dominiak asked that we use the communities within the greater Chicago area and even going as far as Racine County, Wisconsin. Trustee Crosby would like to know in the communities we are comparing is at a deficit or balanced budget. Trustee Johnson would like to review MSA and surrounding area.

All Trustees agreed to have more research done at this time and presented at the next Committee of the Whole meeting.

### **5. Discussion Regarding Foreclosed Properties.**

Attorney Long informed the board as soon as banks obtain the title to the property we can require they maintain property but until then, we would not be reimbursed for maintaining the grass at the foreclosed property. We are currently doing as much as the law will allow.

## **VI. OTHER BUSINESS**

Trustee Pierce apologized for his late arrival. He indicated he was at his child's concert and that the teacher, Linda Johnson, was retiring after 33 years of service here in Antioch. He asked if the Village could present something to her at her final concert. Mayor Hanson suggested we have a proclamation presented to her by Trustee Pierce or a Village Trustee at her final concert.

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

Trustee Crosby moved, seconded by Trustee Dominiak for the Mayor and Board of Trustees to go into executive session at 9:00 p.m. to discuss personnel and pending litigation. Upon roll call, the vote was:

**YES: 6:** Pierce, Sakas, Poulos, Dominiak, Crosby and Johnson.

**NO: 0.**

**THE MOTION CARRIED.**

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Trustee Dominiak moved, seconded by Trustee Sakas, for the Mayor and Board of Trustees to return from executive session to the open meeting at 9:55 p.m. with **no action taken**. Upon roll call, the vote was:

**YES: 6:** Pierce, Sakas, Poulos, Dominiak, Crosby and Johnson.

**NO: 0.**

**THE MOTION CARRIED.**

### **VIII. ADJOURNMENT**

There being no further discussion, the Village Board Committee Of The Whole adjourned at 9:56 p.m.

Respectfully submitted,

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Cheryl A. Mateja  
Village Secretary