

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES – REGULAR MEETING Village of Antioch, Lake County, Illinois Municipal Building: 935 Skidmore Drive, Antioch, IL 60002 November 12, 2025

I. CALL TO ORDER

Mayor Gartner called the November 12, 2025 regular meeting of the Board of Trustees to order at 6:32 at the Antioch Municipal Building located at 935 Skidmore Drive, Antioch, IL and via Zoom.

II. ROLL CALL

Roll call indicated the following Trustees were present: Macek, McNeill, Martinez, Pierce and Pedersen. Also present were Mayor Gartner, Attorney Vasselli, Administrator Guttschow and Clerk Romine. Absent: Trustee Bluthardt.

III. Absent Trustees Wishing to Attend Remotely

There were no Trustees attending remotely.

IV. Mayoral Report –

1. **Recognitions:** Veteran's Day, Thanksgiving, Native American Heritage Month, Library & Information Services Month, School Board Members Day
2. Appoint Sue Nolan to the Parks and Recreation Advisory Board with a term ending 2027
3. Appoint Rob Scharzt to the Parks and Recreation Advisory Board with a term ending 2028

Trustee Pierce moved, seconded by Trustee Pedersen to confirm the appointment of Sue Nolan and Rob Scharzt to the Parks & Recreation Advisory Board with a term ending 2027 and 2028. Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

Following their appointment, Clerk Romine administered the oath of office to members Sue Nolan and Rob Scharzt. Mayor Gartner introduced Mark Janeck, Village Planner to the Village Board.

Citizens Wishing to Address the Board

None.

V. Consent Agenda

Trustee Pedersen moved, seconded by Trustee Martinez to approve the following consent agenda items as presented:

1. Approval of the October 22, 2025 Regular Meeting Minutes as presented.

Upon roll call, the vote was:

YES: 4: Macek, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt

ABSTAIN: 1: McNeill.

THE MOTION CARRIED.

APPROVED MINUTES

VI. Regular Business

2. Consideration and approval of payment of accounts payable as prepared by staff in the amount of \$2,538,793.87 – Trustee Pedersen moved, seconded by Trustee Martinez, to approve payment of accounts payable in the amount of \$1,670,128.80. Administrator Guttchow reviewed the larger payments including software updates, capital projects and debt service. Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

3. Consideration and approval of a Resolution accepting the Annual Comprehensive Financial Report for the fiscal year ending April 30, 2025 – Trustee McNeill moved, seconded by Trustee Pierce, to approve **Resolution No. 25-86** accepting the Annual Comprehensive Financial Report for the fiscal year ending April 30, 2025.

r. Matt Olson from Lauterbach & Amen thanked Director Peterson and his staff for their work on the audit. He discussed the audit report, including the certificate of achievement. He reviewed the auditors report which included an unmodified opinion which is the cleanest report that can be achieved. He reviewed the management discussion and analysis (MD&A) which highlights the major points of the audit. He reviewed various funds and their balances at the fiscal year end. Mr. Olson brought attention to the pension costs and their funding.

Mr. Olson discussed the management letter which included recommendations on IT security and awareness, and prior recommendations including funds over budget, deficit fund balance and upcoming standards for new reporting. He announced that there were no discrepancies working with the Village of Antioch.

Director Peterson said they appreciate L&A and their team.

Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

4. Consideration and approval of a Resolution accepting the Village of Antioch Police Pension Fund Municipal Compliance Report for Fiscal Year Ending April 30, 2025 - Trustee McNeill moved, seconded by Trustee Martinez, to approve **Resolution No. 25-87** accepting the Village of Antioch Police Pension Fund Municipal Compliance Report for Fiscal Year Ending April 30, 2025.

Director Peterson presented the report from the Police Pension Board which meets the compliance in reporting. They are seeking \$2 million for the 2025 levy to meet the contributions requested from the board. He reviewed the funded ratio and liability.

Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

APPROVED MINUTES

5. Consideration and approval of a Resolution for the Determination of the Amounts of Money Estimated to be Necessary to be Raised by Taxation for the Year of 2025 (Collected in 2026) Upon the Taxable Property in the Village of Antioch, pursuant to Section 18-60 of the Truth in Taxation Law – Trustee McNeill moved, seconded by Trustee Pedersen, to approve **Resolution No. 25-88** for the Determination of the Amounts of Money Estimated to be Necessary to be Raised by Taxation for the Year of 2025 (Collected in 2026) Upon the Taxable Property in the Village of Antioch, pursuant to Section 18-60 of the Truth in Taxation Law.

Director Peterson said this determines the amount the Village will levy. If the levied amount is over 5%, a public notice would be required, but the estimate this year is not over 5%. He discussed the necessary steps for various approvals of finance items including the budget, appropriation, taxes, and determination of levy amount. He indicated that the board will be expected to approve the levy in December, and a reduction in the tax levy in March. He discussed the Mayor's goal to reduce the property taxes, and the potential to do so at this time. This resolution only determines the estimated amount, and can be amended prior to adoption. He discussed steps that may be different from previous approvals the Village Board has granted related to the tax levy. He plans to present the final position of the Village at the March, 2026 meeting to advise on how much the levy may be reduced based upon guidance from the Village Board.

Trustee Pierce asked how much it was raised last year. Director Peterson did not have that information available for this meeting, but said he will at the December 10 meeting for the tax levy approval. He encouraged the board to send him questions in advance. Trustee Pierce is excited for the potential opportunity to reduce property taxes and hopes it sets the standard for the other taxing bodies.

Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

6. Consideration and approval of an Ordinance granting land use relief for the property located at 329 Park Avenue, Antioch, Illinois, 60002, PIN: 02-08-306-050 (*Variations Front/Side Yard Setbacks – Front Porch – Single Family Residence*) – Trustee Pedersen moved, seconded by Trustee Pierce, to approve **Ordinance No. 25-11-67** granting land use relief for the property located at 329 Park Avenue, Antioch, Illinois, 60002, PIN: 02-08-306-050 (*Variations Front/Side Yard Setbacks – Front Porch – Single Family Residence*), waiving the second reading. Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

7. Consideration and approval of an Ordinance adding one Class “B” and Class “C” Tobacco License for Tobacco Creek LLC to be located at 952 Main Street – Trustee McNeill moved to approve **Ordinance No. 25-11-68** adding one Class “B” and Class “C” Tobacco License for Tobacco Creek LLC to be located at 952 Main Street.

THE MOTION DIED FOR LACK OF SECOND.

8. Consideration and approval of an Ordinance authorizing and approving a six (6) month moratorium on tobacco licenses in the Village of Antioch, Illinois – Trustee Pierce moved, seconded by Trustee Pedersen, to approve **Ordinance No. 25-11-69** authorizing and approving a six (6) month moratorium on tobacco licenses in the Village of Antioch, Illinois, waiving the second reading.

APPROVED MINUTES

Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

9. Consideration and approval of a Resolution accepting and approving a proposal with SB Friedman Development Advisors, LLC to provide services to the Village of Antioch, Illinois (Refine Revenue Projections, Prepare a Bond Feasibility Study and Support Negotiations of a Proposed Development in a TIF District) – Trustee Pedersen moved, seconded by Trustee Martinez, to approve **Resolution No. 25-89** accepting and approving a proposal with SB Friedman Development Advisors, LLC to provide services to the Village of Antioch, Illinois (Refine Revenue Projections, Prepare a Bond Feasibility Study and Support Negotiations of a Proposed Development in a TIF District). Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

10. Consideration and approval of an Ordinance amending various sections of the Antioch Village Code regarding building code regulations for the Village of Antioch, Illinois – Trustee Pedersen moved, seconded by Trustee Martinez, to approve **Ordinance No. 25-11-70** amending various sections of the Antioch Village Code regarding building code regulations for the Village of Antioch, Illinois, waiving the second reading.

Mr. Mark Janeck said they are adopting the entire codes, but there are amendments to the codes, including the sprinkler requirements. He said the construction costs will not be expanded more than any other village, and may reduce costs to some extent. Trustee Macek asked how many other communities adopted this code. Mr. Janeck said state statute requires the adoption of codes within 9 years, and some communities may have adopted previous versions. They will have to adopt at least every nine years.

Trustee Pierce has heard concerns from contractors about the cost impacts from the 2024 codes and asked if different codes could be adopted. Mr. Janeck said most villages have required sprinkling and Antioch has not, which makes it competitive. He recommended adopting the 2024 code.

Upon roll call, the vote was:

YES: 4: Macek, McNeill, Martinez and Pedersen.

NO: 1: Pierce.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

11. Consideration and approval of a Resolution approving an Intergovernmental Agreement among the County of Lake and the Village of Antioch, the Village of Lake Villa, the Village of Round Lake Beach, the Village of Grayslake, the Village of Libertyville, the Village of Mundelein, the Village of Vernon Hills, the Village of Buffalo Grove, and the Village of Wheeling, for the equally shared costs of maintaining and recertification of the existing Quiet Zone Corridor along the Canadian National Railroad – Trustee Pedersen moved, seconded by Trustee Martinez, to approve **Resolution No. 25-90** approving an Intergovernmental Agreement among the County of Lake and the Village of Antioch, the Village of Lake Villa, the Village of Round Lake Beach, the Village of Grayslake, the Village of Libertyville, the Village of Mundelein, the Village of Vernon Hills, the Village of Buffalo Grove, and the Village of Wheeling, for the equally shared costs of maintaining and recertification of the existing Quiet Zone Corridor along the Canadian National Railroad. Administrator Guttschow confirmed this cost was for the consultant and engineering.

APPROVED MINUTES

Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

12. Consideration and approval of a Resolution authorizing the execution of an amendment to the agreement Exhibit related to the Guaranteed Maximum Price of the New Public Works Facility – Trustee Pedersen moved, seconded by Trustee McNeill, to approve **Resolution No. 25-91** authorizing the execution of an amendment to the agreement Exhibit related to the Guaranteed Maximum Price of the New Public Works Facility. Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

13. Consideration and approval of a Resolution providing an inducement to the Village of Antioch, Illinois and other third parties in connection with the potential redevelopment of certain real property located in the Village of Antioch – Trustee Pedersen moved, seconded by Trustee Martinez, to approve **Resolution No. 25-92** providing an inducement to the Village of Antioch, Illinois and other third parties in connection with the potential redevelopment of certain real property located in the Village of Antioch. Upon roll call, the vote was:

YES: 5: Macek, McNeill, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

THE MOTION CARRIED.

Mayor Gartner announced that the groundbreaking of public works has been moved to Friday, November 21 at 11am.

VII. Administrator's Report

Administrator Guttschow provided an update on the administrator recruitment process, stating that they have received 107 resumes for the position and have several strong candidates. He discussed increased insurance costs for various village coverages, and the Christmas tree. Staff recently met with EM8 regarding the redevelopment of the former Village Hall property, and he discussed a recent meeting with developers for the Antioch marketplace.

VIII. Village Clerk's Report

No Report.

IX. Trustee Reports

Trustee Macek asked questions about the liquor licenses getting out of control and discussed a specific liquor license holder. He said bars not serving food and turning into taverns, changing ownership and not being vetted. Mayor Gartner said they did meet with the fire marshall who said they passed life safety codes. He asked the board to pass an ordinance for occupancy permits and business licenses. He believes there are several businesses that have taken liberties with compliance with their licensing. Staff is working on a solution to figure out next steps.

X. ADJOURNMENT

There being no further discussion, the Village Board of Trustees regular meeting adjourned at 7:30pm.

Respectfully submitted,

APPROVED MINUTES

Lori K. Romine, RMC/CMC
Village Clerk

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING Village of Antioch, Lake County, Illinois Municipal Building: 935 Skidmore Drive, Antioch, IL 60002 November 12, 2025

I. Call To Order

Mayor Gartner called the November 12, 2025 Committee of the Whole meeting of the Board of Trustees to order at 7:37 pm at the Antioch Municipal Building located at 935 Skidmore Drive, Antioch, IL and via Zoom.

II. Roll Call

Roll call indicated the following Trustees were present: Macek, McNeill, Martinez, Pierce and Pedersen. Also present were Mayor Gartner, Attorney Vasselli, Administrator Guttschow and Clerk Romine. Absent: Trustee Bluthardt.

III. Absent Trustees Wishing to Attend Remotely

There were no Trustees attending remotely.

IV. Mayoral Report –

None.

Citizens Wishing to Address the Board

None.

V. Regular Business

1. Approval of the October 22, 2025 Committee of the Whole meeting minutes as presented - Trustee Pedersen moved, seconded by Trustee Martinez, to approve the October 22, 2025 Committee of the Whole meeting minutes as presented.

Upon roll call, the vote was:

YES: 4: Macek, Martinez, Pierce and Pedersen.

NO: 0.

ABSENT: 1: Bluthardt.

ABSTAIN: 1: McNeill.

THE MOTION CARRIED.

2. Presentation on status of the insurance renewal by West Insurance on the property, casualty and worker's compensation insurance for 2026 – Mr. Geoff Raeff of West's Insurance provided an overview of the proposed insurance renewal for 2026, showing a decrease in premium while maintaining or improving deductibles and total insured values. He discussed the previous renewal versus the current renewal. He recommends moving property casualty from HCC to travelers at a 4% decrease from the expiring term. The group was sent out to 13 carriers, and there were some other competitive quotes but West's recommends moving forward with travelers.

This item will be placed on the next village board agenda for consideration.

3. Discussion regarding staff recommendation on an upgraded phone system – IT Manager Amy Pisciotto presented the proposals received for a new phone system and recommended the vendor Nextiva based on features and pricing. The actual cost is lower than the budgeted cost, and next year the full budget amount will be \$25k for the full year including support. The annual recurring cost for the current phone system is \$18k, which is at its end of life.

APPROVED MINUTES

IT Manager Pisciotto added that staff had to wait for the migration to Lakecomm before the project could be completed. She added that the system also includes SMS messaging, which will help achieve MFA. She reviewed the proposals received, and the demos stating that this system will be bringing in the community center, WWTF and fax lines to eliminate analog lines and getting everyone on the same system. She said it's a solid phone solution that provides mobility to staff.

Trustee Pierce asked if it would be cheaper to have numbers assigned for trustees rather than cell phones.

This item will be placed on the November 21 consent agenda.

4. Discussion regarding the i3 Broadband Franchise and right-of-way agreement - Director Heimbrodt discussed the proposal from i3 Broadband related to placement of their utility in the right-of-way. The agreement has been reviewed by i3, and he expects to move forward with a franchise agreement if possible. Other broadband companies have approached the Village, but none are as far along, and this company is in other communities and reputable.

They anticipate on covering the entire village and are already planned in unincorporated Antioch. Expect to have the village entirely covered within a year of starting.

5. 2026 Annual Meeting Schedule – Clerk Romine presented the proposed schedule for the 2026 meetings. This item will be placed on the next consent agenda.

VI. Other Business

Mayor Gartner discussed some topics for the quarterly meeting, including capital projects, building permits and fees, sawmill, business/occupancy permits, oakwood knolls and veterans memorial.

VII. Department Reports

Finance – Finance Director Peterson discussed the BS&A software upgrade. He congratulated Rachel Thiel on her hard work for the migration of utility bills, and John Kickert for his hard work in the AP module. Customers Began paying credit card processing fees November 1. He commented on the request to IDES for state unemployment taxes to become a case basis from a rate. He announced that the first Kia business incentive payments was made. Director Peterson said staff ended the bank reconciling contract with Eccesion, and thanked Beckey Kijak for her help. They met the audit filing deadlines and have some additional filings that need to be completed. He discussed priorities in his department including the tax levy and budget for the upcoming fiscal year. He plans to bring forward a police pension funding policy, credit card policy and authorization for prepayment of certain invoices and an annual fee ordinance.

Police – Deputy Police Chief Smith discussed service calls for the month of October. He discussed the stages of training for Officers Lauterbach and Hart, and Officer Serrano. He announced some work anniversaries coming up as well as achievements in the department including a transition of the body worn camera vendor to Axon from Panasonic. The department participated in Treat the Streets, and hosted 4 trainings at Fischer Paper with their staff. Deputy Chief Smith said the transition to Lakecomm and E-citations are live, and they plan to assist with traffic control and Shop with a Cop December 6. He took a moment to recognize and congratulate Chief Guttschow for his recent service in 2 roles, stating that the department is proud of his work and excited to have him back at pd.

APPROVED MINUTES

VIII. Executive Session:

The Mayor and Board of Trustees did not go into executive session.

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 8:14 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk