

**LOWELL TOWN COUNCIL
REGULAR MEETING
NOVEMBER 8, 2021**

The regular meeting of the Lowell Town Council was called to order on Monday, November 8, 2021 at 7:00 P.M. by President Todd Angerman. The Pledge of Allegiance was recited followed by a moment of silence. Clerk-Treasurer Judith Walters called the roll. Members present were Todd Angerman, John Alessia, John Yelkich, Shane Tucker and Michael Gruszka. Also present were Town Manager Craig Hendrix, Police Chief Jim Woestman, GIS Director Greg White, Town Attorney David Westland, and nine interested citizens present, and three via Zoom.

TREASURER'S REPORT - October 2021

Councilman Gruszka made a motion to approve the October 2021 Treasurer's Report, seconded by Councilman Alessia and carried with five ayes.

APPROVAL OF MINUTES

Councilman Yelkich made a motion to approve the work session and regular meeting minutes from October 25th, seconded by Councilman Tucker and carried with five ayes.

APPROVAL OF VOUCHERS

President Angerman stated he had reviewed White Vouchers #11218 - #11258, White-Police #6152 - #6157, Water #2832 - #2885, Waste Water #4689-4713, and Stormwater Utility #7120 - #7123. Councilman Gruszka made a motion to approve the vouchers as listed, seconded by Councilman Alessia and carried with five ayes.

ORDINANCES & RESOLUTIONS

2nd reading - Ordinance #2021-28 Lake County Trust/Lennar Homes Annexation
The Public Hearing was opened by President Angerman. Attorney Jim Wieser, representing the petitioner, stated they are seeking annexation of 152 acres on Cline Avenue for a residential development. They meet all contiguous requirements. A conceptual site plan had been presented to the Plan Commission that consisted of single family homes, cottage homes, and traditional townhomes. No other comments, the Public Hearing was closed.

Resolution #2021-19 - Fiscal Pan - Councilman Tucker moved to approve Resolution #2021-19, seconded by Councilman Gruszka and carried with five ayes on roll call vote. The second reading of Ordinance #2021-28 was adopted on motion by Councilman Alessia, seconded by Councilman Gruszka. Councilman Gruszka stated the petitioner is actually doing a benefit to the Town because they will be putting a road to Austin that will benefit Carriage Crossing. Councilman Alessia stated that was a conceptual plan and it has not been before the Plan Commission for approval. Attorney Westland agreed, they

had presented a high level conceptual plan on the concept, but the developer will be asking for rezoning or a PUD development that can be acted on after the Ordinance has been advertised for 30 days, but they can begin the process with staff. The motion to approve Ordinance #2021-28 carried with five ayes on roll call vote.

1st reading - Ordinance #2021-29 - Additional Appropriation - PO Grant - \$10,076.88 - Councilman Gruszka moved to hold Ordinance #2021-29 over for a second reading, seconded by Councilman Yelkich and carried with five ayes on roll call vote.

UNFINISHED BUSINESS

Enter into professional agreement with Etica Group - Councilman Alessia moved to table, seconded by Councilman Tucker and carried with five ayes.

Enter into professional agreement with New Focus HR - Town Manager Hendrix stated a proposal had been received from New Focus HR to design and develop a new employee handbook for a fixed rate of \$4,800 and an annual subscription service fee of \$125.00 per year; and to update job descriptions at a rate of \$150.00/per hour. Mr. Hendrix recommended a not to exceed amount of \$10,300 for both services. Councilman Yelkich moved to accept the proposal, seconded by Councilman Gruszka. Councilman Alessia recommended only entering into the employee handbook at this time of \$4800 until it is delivered before we enter the second phase of the agreement. Councilman Yelkich moved to amend his motion to enter into an agreement with New Focus HR for \$4800 for delivery of employee handbooks, seconded by Councilman Alessia. The motion carried with five ayes on roll call vote.

2021 Street Improvements - Approve Pay Request #1 to Milestone Contractors - \$281,392.86 less retainage and Pay Request #2 - reduction in retainage and approve White Voucher #11259 to Milestone Contractors - \$258,184.77 - Councilman Gruszka moved to approve Pay Request #1 and #2 and Voucher #11259 to Milestone Contractors, seconded by Councilman Yelkich and carried with five ayes on roll call vote.

Tabled from previous meetings:

03/22 - Contract with Lake County Sheriff's Department for animal control service -

04/26 - Propose a Community Garden

Councilman Yelkich moved the items remain tabled, seconded by Councilman Gruszka and carried with five ayes.

NEW BUSINESS

Act on Request to waive Transient License fees for Winterfest - Chamber of Commerce - Deanna Sutton, President of Lowell Chamber of Commerce, asked that the background check fee and license fee be waived for the Winterfest to be held on December 4th at Old Town Square. Clerk-Treasurer Judy Walters stated background check fees are \$15.00

per person and the license fee is \$25.00 per day for the company. Ms. Sutton stated they currently have six vendors and they are charged \$100 for a food vendor and \$40 for non-food vendor. Councilman Tucker moved to waive the transient license fees, seconded by Councilman Yelkich and carried with four ayes, one nay. Councilman Gruszka voting nay. Ms. Sutton asked permission to close Wall Street and Clark Street on December 4th from 8:00 A.M. to 8:00 P.M., and Fremont Street from Rt 2 south to the alleyway. Councilman Alessia moved to grant permission to close the streets, seconded by Councilman Yelkich and carried with five ayes. Ms. Sutton also asked that the Special Event Permit fee of \$25.00 be waived. Councilman Alessia moved to waive the special event permit fee, seconded by Councilman Tucker and carried with five ayes. Ms. Sutton invited Council members to the Chamber of Commerce annual meeting on November 17th, where Town Manager Hendrix will be the speaker.

Added to agenda:

Tree removal at 17558 Willowbrook - As discussed during the work session, Councilman Alesisa moved to authorize the Town will reimburse the homeowner \$3,000 to have the tree removed from the walkway near their property that is not owned by anyone. The motion was seconded by Councilman Gruszka and carried with five ayes on roll call vote.

ANNOUNCEMENTS

President Angerman announced the next regular meeting will be held on Monday, November 22nd at 7:00 P.M.

MEDIA QUESTIONS/PUBLIC COMMENTS

No comments.

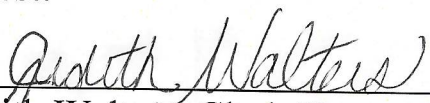
ADJOURNMENT

No further business, Councilman Alessia made a motion to adjourn at 7:30 P.M., seconded by Councilman Gruszka and carried with five ayes.



Todd Angerman, President

Attest:



Judith Walters, Clerk-Treasurer