

**VILLAGE OF JOHNSBURG
SEPTEMBER 9, 2025 SPECIAL MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES**

President Hettermann called the meeting to order at 7:00 p.m. in the Village Hall.

Attendees

Trustee Mike Fouke
Trustee Josh Hagen
Trustee Scott Letzter
Trustee Jamie Morris
Trustee James Sylvanus
Trustee Keith Von Allmen
Village Administrator Claudett Sofiakis
Assistant Village Administrator Vinny Lamontagna
Chief of Police Jason Greenwald
Attorney Michael Smoron
Village Engineer Tim Hartnett
Special Projects Coordinator Rick Quinn

PUBLIC COMMENTS – Michelle Speer of 3205 Ramsgate Lane attended to express support for school resource officers and questioned if the Village plans to place an officer in the schools. She discussed the Village’s policy regarding bonuses, expressing that they should be based on merit and questioned the motivation for employees to work hard to excel if they are guaranteed a bonus in advance. President Hettermann stated that the Village is working with the school district to implement a school resource officer. He further explained that bonuses are based on merit and the bonuses included in the budget are based upon performance during the previous fiscal year.

OMNIBUS AGENDA – Trustee Von Allmen moved to approve the Omnibus Agenda. Trustee Sylvanus seconded the motion. Trustee Morris requested the removal of Ordinance 25-26-11 Amending the Johnsburg Zoning Code and Trustee Letzter requested the removal of Pay Request #2 to Geske and Sons. All Trustees present voted aye on the roll on the remaining agenda items. Motion carried.

- Move to approve the minutes of the August 19, 2025 meeting of the President and Board of Trustees
- Move to approve Final Pay Request in the amount of \$217,859.75 to Campanella and Sons, Inc. for the Church Street Realignment Project.
- Move to approve Ordinance 25-26-11 Amending Section 11 Business District Use Chart adding Health Club; Gymnasiums; and Fitness Club as Permitted Uses in the I-1 Industrial Zoning District of the Johnsburg Zoning Ordinance **(removed)**
- Move to approve Ordinance 25-26-12 Amending Chapter 41.06 Grocery Retailers’ and Grocery Service Occupation Tax of the Johnsburg Municipal Code.
- Move to approve Pay Request #1 in the amount of \$44,948.91 to C & I Fencing for Pickleball Court Fencing
- Move to approve Pay Request #1 to Chicagoland Paving Contractors Inc. in the amount of \$28,675.04 for Pickleball Surface

[Per Special Board Meeting 09/23/2025](#)
[Amended by Vinny Lamontagna](#)
[Assistant Village Administrator](#)

- Move to approve Pay Request #2 to Geske and Son's in the amount of \$238,442.74 for the 2025 Road Resurfacing Program **(removed)**
- **Disbursements**
- General Fund \$916,208.37
- MFT
- Waterworks & Sewage Fund \$ 3,306.88
- Golf Course Fund
- Debt Service Fund
- Total All Funds \$919,515.25

ORDINANCE 25-26-11 AMENDING BUSIENESS USE CHART– Trustee Von Allmen moved to approve Ordinance 25-26-11 Amending Section 11 Business District Use Chart adding Health Club; Gymnasiums; and Fitness Club as Permitted Uses in the I-1 Industrial Zoning District of the Johnsburg Zoning Ordinance. Trustee Sylvanus seconded the motion. Trustee Morris expressed concern that the facility does not provide for the required number of parking stalls. He explained that based upon the Village's Zoning Code, the uses currently operating on the property require 23.5 parking spaces and only 15 parking stalls and 1 handicap stall are provided. He pointed out that the Board is being asked to approve a use that is currently in place in violation of the Village's ordinances. He stated that he doesn't have an issue relative to the text amendment but is concerned that the property cannot accommodate the uses already in place and the Board is being asked to vote on something that cannot be sustained on the property. The petitioner, Jeff Elser, stated that the gym has been there for a year and it has not been a problem. He added that the classes are limited to 10 individuals, there are three office workers regularly in the office and he, his partner and other sales employees are regularly on the road and if additional parking is needed it can be accommodated in the rear of the facility or in the garage.

Trustee Morris sought confirmation that the petitioner will meet the requirements in the Village's ordinances. Mr. Elser expressed that he will meet the ordinance requirements. Trustee Letzter questioned if he will add additional parking stalls if the gym owner expands her business. Mr. Elser stated that there are no plans to expand her business. Trustee Letzter discussed the future widening of Chapel Hill Road and its impacts on the property. Mr. Elser stated that he will move the parking to the rear of the building if necessary. Trustee Hagen expressed his disagreement with requiring the petitioner to add additional parking spaces. Discussion took place regarding whether the parking requirements are predicated upon use or zoning. It was clarified that they are based upon all of the uses on the property. With no further discussion, motion carried with all Trustees Letzter, Fouke, Von Allmen, Sylvanus, and Hagen voting aye and Trustee Morris voting no.

Cheryl Markunas of 1310 Hayden Drive discussed the proposed Hidden Harbor development and suggested that the developer incorporate more public gathering areas and amenities for the community to enjoy similar to what has been done along the lake in Fox Lake rather than all of the buildings being proposed.

Trustee Letzter moved to approve Pay Request # 2 to Geske and Sons. Trustee Fouke seconded the motion. Trustee Letzter questioned that letter from HR Green included with the pay request which referenced the date of September 16th for the approval. Village Engineer Tim Hartnett stated that the date was included in error. All Trustees present voted aye on the roll. Motion carried.

LAUTERBACH AND AMEN – Trustee Fouke moved to accept the proposal in the amount of \$22,500 from Lauterbach and Amen for accounting, payroll and human resource assessment services. Trustee

Letzter seconded the motion. Trustee Sylvanus explained that the proposal is to bring in a firm to assess the Village's accounting, payroll and HR processes and determine the Village's needs to handle those services on a contractual basis moving forward. Following the assessment, an onboarding phase will take place which will include training on the Village's specific needs. He explained that the goal is to prevent other staff from having to take on additional work when an employee leaves and to have those services provided by individuals with expertise and experience in their field of work. Trustee Sylvanus stated that it is expected that the Village will come out ahead cost wise when compared with the cost of hiring a full-time employee. He explained that the Village will seek new auditors to audit the contracted work so that there is not a conflict of interest, which will likely improve the auditing process. Trustee Sylvanus stated that the Finance Committee fully supports the proposition. He pointed out that if a retirement or other change of employment occurs with the contracted individual, the Village is not responsible to have to train and transition anyone to replace the individual. All Trustees expressed support for the proposition and voted aye on the roll. Motion carried.

RESOLUTION FOR RFP REGARDING STAFFING AND OPERATIONAL ANALYSIS - The Board discussed a resolution to solicit requests for proposals to perform a staffing and operational analysis. Concern was expressed that the analysis may overlap with the efforts being pursued by Lauterbach and Amen. Trustee Von Allmen expressed to the Village President the matter was a just a first read and tabled until the next meeting for action. Village President Hettermann expressed he doesn't believe they will accomplish what's not already known, we need more people. Village President Hettermann expressed he wouldn't want to see overlap and how better to proceed forward, after the completion of the assessment being performed by Lauterbach and Amen. Village President Hettermann then advised the Village should wait for the results from the assessment analysis and began seeking input from Trustee Letzter and Trustee Morris. Trustee Von Allmen stated we all might have a different idea in two weeks and he feels like it's on the agenda tonight for our first reading. It will be on the next board meetings and if we want to table it at that time, there will be a motion to table it. So we don't have to keep discussing said evening. Village President Hettermann agreed and moved to next agenda item. After further discussion, it was agreed to table the matter until the completion of the assessment being performed by Lauterbach and Amen.

ORDINANCE 25-26-13 CHAPTER 41, MUNICIPAL TAXES – President Hettermann discussed the proposed ordinance which, if approved would increase the Village's non-home rule sales tax by ½%. He explained that the additional funds will help support capital projects being discussed such as the downtown parking lot, small business incubator program and additional road resurfacing and if approved, it would place the Village's sales tax rate consistent with many surrounding communities. President Hettermann pointed out that the tax would be supported by the many out of town shoppers who shop at Walmart and other Johnsburg businesses. He explained that if the Village wishes to begin collecting the additional tax beginning January 1st it must be approved and filed with the state by October 1st. Trustee Hagen stated that he understands the need but is sensitive to everything costing consumers more. He added that if the Board decides to pursue the tax increase, it needs to be made clear on why it is being pursued. Trustee Von Allmen expressed support for the increase because it will be paid for by many non-Johnsburg residents, and benefit Johnsburg residents. Trustee Hagen questioned if the increased tax would enable the Village to look into relief from other taxes such as utility taxes. Village Administrator Sofiakis suggested that an analysis of all tax revenues to be performed before committing to a decrease in other tax revenues because some of those taxes, such as the cable franchise tax, are providing far less than originally collected when instituted. She explained that today's consumers are pursuing other options such as streaming, rather than subscribing to cable television, which is why many communities have implemented a streaming tax to help recoup those lost revenues. President Hettermann stated that the ordinance will be on the next meeting agenda for action

ADJOURNMENT – Trustee Fouke moved to adjourn the meeting. Trustee Letzter seconded the motion. All Trustees voted aye on the roll. Motion carried 8:50 p.m.

Respectfully Submitted,

Claudett Sofiakis
Village Administrator