

**MINUTES OF THE REGULAR MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF FOREST VIEW  
April 25, 2023**

**1. CALL TO ORDER:**

The regular board meeting of the Village of Forest View was called to order by Village President Miller at 7:01 P.M.

**2. PLEDGE OF ALLEGIANCE**

President Miller led the Board Trustees and audience in the Pledge of Allegiance.

**3. ROLL CALL**

The Roll Call of Board Trustees by Clerk McGuffey is as follows:

Present: Trustees Grossi, Sudkamp, Hubacek, Ramirez, Nevarez, Liska  
Absent: None

Also Present: Village Attorney John Murphey

**4. APPROVAL OF MINUTES**

That the minutes of the regular board meeting of April 11, 2023, to be approved as read:

Motion: Trustee Ramirez  
Second: Trustee Hubacek

Yes: Trustees Ramirez, Hubacek, Liska, Grossi, Sudkamp, Nevarez  
No: None  
Motion Carried.

**5. APPRECIATIONS/RECOGNITIONS/ACKNOWLEDGMENTS**

- President Miller acknowledges a thank you letter received from Bill Hughes who recently retired as Water Operator in Public Works.

**6. REPORTS OF EXPENDITURES**

To approve the village payroll and accounts payable expenditures as of April 30, 2023:

1.) Payroll- FT /PT/Officials	\$ 110,809.85
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2.)	Bills Payable	\$	<u>120,278.65</u>
3.)	Total Expenditures:	\$	231,088.50

Action Requested: Motion to approve.

Motion: Trustee Grossi  
 Second: Trustee Ramirez

Yes: Trustees Grossi, Ramirez, Liska, Sudkamp, Nevarez, Hubacek  
 No: None  
 Motion Carried.

**7. TREASURERS REPORT FOR MARCH 2023**

Revenues:	\$	1,209,220.49
Expenses:	\$	<u>456,797.30</u>
Exceeds Expenses:	\$	804,182.53

Action Requested: None, informational only.

**8. DEPARTMENTAL CORRESPONDENCE**

Agenda Item # 1 – President Miller to present to the Board for consideration a Proclamation recognizing long-time residents Lorraine and Tony Falkus on their Seventy-Fifth Wedding Anniversary on May 8, 2023.

Action Requested: Motion to approve and sign the proclamation recognizing long-time residents Lorraine and Tony Faikus on their Seventy-Fifth Wedding Anniversary on May 8, 2023.

Motion: Trustee Liska  
 Second: Trustee Nevarez

Yes: Trustees Liska, Nevarez, Ramirez, Hubacek, Sudkamp, Grossi  
 No: None  
 Motion Carried.

Agenda Item # 2 – Letter from Administrator Dropka, to discuss Ordinance No. 23-04, amending certain sections of the Village Code regarding the hiring of Village Personnel.

Action Requested: Motion to approve Ordinance No. 23-04 amending certain sections of the Village Code regarding the hiring of Village Personnel.

Motion: Trustee Grossi  
 Second: Trustee Hubacek

Yes: Trustees Grossi, Hubacek, Sudkamp, Ramirez, Nevarez, Liska

No: None

Motion Carried.

Agenda Item # 3 - Letter from Administrator Dropka to discuss the spending authority that was approved in July 2022 and the internal control narratives of the village as prescribed in the Annual Audit. Per the requests from the board at the last meeting, he is requesting the Board to approve Ordinance No. 23-05 to change the authorized spending limits for Department Heads to \$1,500, Village Administrator to \$ 1,500, and \$20,000 for the Village Administrator for emergency purposes.

- *Discussion ensued among Administrator Dropka, Department Heads, Trustees and Village Attorney Murphey. An agreement was made to change the Ordinance to state that the spending authority of the Administrator and Department Heads is \$ 1,500.00. The Village Administrator shall have the authority to spend up to \$10,000.00 in the case of an emergency. The Village Administrator shall be authorized to make such a purchase and advise the Village Board of said purchase immediately. The Board agreed that if there was an emergency that was over the spending limits the Department Heads and Village Administrator should contact them and request a vote be taken if something needed to be taken immediately and then it would be ratified at the next board meeting.*

Action Requested: Motion to approve Ordinance No. 23-05 changing the authorized spending limits for Department Heads to \$1,500, Village Administrator to \$ 1,500, and \$10,000 for the Village Administrator for emergency purposes.

Motion: Trustee Hubacek

Second: Trustee Ramirez

Yes: Trustees Hubacek, Ramirez, Grossi, Sudkamp

No: Trustees Liska, Nevarez

Motion Carried.

Agenda Item # 4 – Letter from Administrator Dropka regarding the 47<sup>th</sup> Street storm and sanitary sewer lines and requesting approval to transfer the ownership of the Central and 47<sup>th</sup> Street sewer lines to the Village of Forest View.

Action Requested: Motion to approve the letter signed by President Nancy Miller regarding the ongoing project of transferring ownership of the Central and 47<sup>th</sup> Street sewer lines to the Village of Forest View, subject to a supplemental agreement with the 47<sup>th</sup> Street Association.

Discussion ensued. Trustee Grossi is concerned and wants a guarantee first. Attorney Murphey stated that first the board needs to provide direction to the 47<sup>th</sup> street Association. More to come at future meetings, but this will provide a framework that the village is interest in this topic.

Administrator Dropka stated that he is waiting for two more votes and then will present the agreement at the next board meeting. Attorney Murphy stated that this is all subject to an approval of a reversal agreement with the Association.

Motion: Trustee Grossi  
Second: Trustee Nevarez

Yes: Trustees Grossi, Nevarez, Ramirez, Liska, Sudkamp, Hubacek  
No: None  
Motion Carried.

- Administrator Dropka wanted to thank the Board for approving this agenda item. He stated that he had been working on this project for over a year.

Agenda Item # 5 – Letter from Administrator Dropka to discuss Resolution No. R23-05. A resolution authorizing an easement agreement with the Metropolitan Water Reclamation District (MWRD) of Greater Chicago to move forward with the Wenonah Avenue Storm Sewer project.

Action Requested: Motion to approve Resolution No. R23-05 authorizing an easement agreement with the Metropolitan Water Reclamation District to move forward with the Wenonah Avenue Storm Sewer project.

Motion: Trustee Hubacek  
Second: Trustee Nevarez

Yes: Trustees Hubacek, Nevarez, Liska, Ramirez, Sudkamp, Grossi  
No: None  
Motion Carried.

Agenda Item # 6 – Letter from Administrator Dropka to discuss the refuse and yard waste collection, hauling, processing, and disposal agreement with Groot Industries, Inc. He is requesting the board approve a five-year extension to the existing agreement with Groot Industries, Inc.

Action Requested: Motion to approve a five-year extension to the existing agreement with Groot Industries, Inc.

Motion: Trustee Hubacek  
Second: Trustee Liska

Yes: Trustees Hubacek, Liska, Ramirez, Grossi, Sudkamp, Nevarez  
No: None

Motion Carried.

Agenda Item # 7 – Letter from Superintendent of Water and Public Works Filec to discuss the requesting the board approve the Illinois Department of Transportation Resolution for Improvement under the Illinois Highway Code in the amount of \$290,000 from the Motor Fuel Transportation (MFT) funds on the 2023 MFT Street project.

Action Requested: Motion to approve the Illinois Department of Transportation Resolution for Improvement under the Illinois Highway Code in the amount of \$290,000 from the Motor Fuel Transportation (MFT) funds on the 2023 MFT Street project.

- A representative from Novotny Engineering was available for questions. He stated bids will go out on May 11<sup>th</sup> and that the project will begin sometime in July.

Motion: Trustee Hubacek  
Second: Trustee Grossi

Yes: Trustees Hubacek, Grossi, Sudkamp, Ramirez, Nevarez, Liska  
No: None

Motion Carried.

- Administrator Dropka mentioned that based on the Treasurers report that was provided at the meeting the balance in the Motor Fuel – Illinois Funds which is tax received from the state. He stated that for the last ten years the village has been receiving \$30,000 each month, which has accumulated to over \$294,000. These funds are to be used for streets, sidewalks, and curbs and mentioned that the Village will also be getting \$200,000 in grants for this project.

Agenda Item # 8 – Letter from Fire Chief Jones, requesting the official appointment of Timothy Tisch as a Part-Time Firefighter.

Action Requested: Motion to appoint Timothy Tesch as a Part-Time Firefighter.

Motion: Trustee Grossi  
Second: Trustee Liska

Yes: Trustees Grossi, Liska, Ramirez, Nevarez, Hubacek, Sudkamp  
No: None

Motion Carried.

Agenda Item # 9 – Letter from Police Chief Stelter, requesting the official appointment of Clara Stoneking as a Part-Time Records Clerk.

Action Requested: Motion to appoint Clara Stoneking as a Part-Time

Records Clerk.

Motion: Trustee Hubacek  
Second: Trustee Ramirez  
Yes: Trustees Hubacek, Ramirez, Liska, Grossi, Nevarez  
No: Trustee Sudkamp  
Motion Carried.

**9. APPLICATIONS FOR RESIDENTIAL BUILDING PERMITS:**

NF 23-05 – Carlos Acosta, 4551 Grove Ave. Tuckpointing on the north side of the house.  
NF 23-06 – John & Irene Szubert – 4526 Kenilworth Ave. Removing and installing gutters on garage.

Action Requested: None, informational only.

**10. APPLICATIONS OF COMMERCIAL BUILDING PERMITS:**

Agenda # 10 - NF23-08 - Comcast Cable Along 45<sup>th</sup> Street. Comcast to install new aerial CATV fiber optic cable between utility poles located on 45<sup>th</sup> Street and in the rear of 4445 Wenonah Ave to provide service to the school.

Action Requested: Motion to approve the Commercial Permit # NF23-08 for Comcast Cable.

Motion: Trustee Liska  
Second: Trustee Grossi  
Yes: Trustees Liska, Grossi, Sudkamp, Ramirez, Nevarez, Hubacek  
No: None  
Motion Carried.

**11. REPORTS FROM VILLAGE ADMINISTRATOR:**

Village Administrator Mike Dropka provided the following details:

- Reported on the BSI Online, the backflow regulator. They are working on getting the village set up so that we can begin backflow testing and make sure that our records are accurate per the Illinois EPA standards.
- Mentioned that the red-light camera project is still ongoing.
- Commented that he has been meeting with Muniweb and is making good progress on the village website.
- Reported that our Fiscal year ends on April 30<sup>th</sup> and looks forward to the numbers to see what has happened over the course of the fiscal year. He will be working with the department heads in the month of May to put together a budget for next year and is drafting a memo laying out a proposed timeline, and meeting dates and is looking

forward to their feedback. He is hoping to pass the appropriations ordinance in July, and file before the deadline July 31, 2023.

- Reported that the Chief of Police position with the job description was posted on April 19 and that all applications are due back by May 12<sup>th</sup>. Based upon feedback from the past regarding the hiring of department heads we are working on a process for the new Police Chief.

## **11. REPORTS OF OFFICERS:**

### **A) DEPARTMENT HEADS:**

Superintendent of Water and Public Works Filec reported:

- Announced that the Lead Service Line Grant was submitted to get the Village grant money to put towards the final lead service line inventory that is due in 2024. He said that the grant will help with the Inventory. Administrator Dropka stated that this is a state mandate for all service lines.
- Reported that Public Works pumped out the water in the North Tunnel main shaft and found two breaches in the walls of the tunnel and are working on getting it fixed and installing a new pump. Trustee Liska asked if the water main was inspected, and Trustee Sudkamp asked if they could fix the sewer or plug the leak. Superintendent Filec stated that he asked the crew on site about doing an inspection and plugging the leaks and was advised not to for safety reasons. Administrator Dropka stated that at least now we know what the problem is, what it looks like and are waiting for them to reinstall the pump.
- Reported that Open Lands has scheduled the tree planting program for Saturday May 6, and we are expecting close to fifty trees to be planted at no cost to residents since the Village received the grant. He states that he had sent out emails to the residents and that approximately fifty residents have volunteered to help with the tree planting.

Police Chief Stelter: No Reports.

Fire Chief Jones:

- Discussed the monthly report activity.
- He reported that out of the three candidates that were approved recently only one accepted the position.
- Announced that Lieutenant Rick Musil who was our Fire Prevention and did all the inspections was resigning at the end of the month and concluded that he is looking for a replacement.

### **B) REPORTS FROM VILLAGE TRUSTEES:**

- Trustee Ramirez asked for an update regarding lights at the Shell Station that are glaring into a resident's home on 46<sup>th</sup> and Maple. Administrator Dropka stated that Josh had been in contact with the Shell station representative and that he agreed to fix a broken panel on this light that was causing the issue. Trustee Ramirez would like to know when they plan to fix it and Mike stated that he will talk to Josh to find out.

- Trustee Sudkamp asked where the Police Chief job position is being posted and who is accepting the resumes. Chief Stelter stated that the Police Chief job postings are in several places such as Illinois Association of Chief of Police, Illinois Municipal League, Illinois City/County Management Association, West Suburban Chiefs of Police and that all resumes are going to Village Administrator Dropka.
- Trustee Nevarez inquired if the Village could participate in Cinco de Mayo as other towns do. Trustee Grossi stated that the Park District is holding the event and asked Park District Commissioner Dawn who was at the meeting how many would be attending. She said that they have received a lot of responses. Grossi commented that if the weather is bad, would they consider using the Village Hall. Dawn stated that they have things covered and will be doing it in the park. President Miller stated that the Village only holds has one event per year and that in the past the Childrens Christmas parties held upstairs were Park Events.

**C) REPORTS FROM THE VILLAGE PRESIDENT:**

- Reported that the Lions Club gave us a small donation box for residents to drop off old eyeglasses that is in the Village Hall lobby.
- Reported that the Food Panty is fully stocked and can be accessed during regular Village Hall Office hours. A trustee asked how we will let the residents know it is upstairs. President Miller stated that it will be in the next new letter and will plan to send out an email to residents. She commented that she is hoping more residents provide an email address so that they receive these communications.

**13. QUESTIONS, COMMENTS, AND ANNOUNCEMENTS**

- Resident asked when, what type of trees and where the trees will be planted. Superintendent Filec stated that Open Lands Tree Service will start planting the trees on Saturday May 6<sup>th</sup> and the trees that will be planted are Native to Illinois and will be more susceptible to disease and there will be an Arborist present to assist with the spacing and where to plant them.

**14. MOTION TO ADJOURN**

Motion: Trustee Grossi  
 Second: Trustee Ramirez

**15. ROLL CALL**

VOICE VOTE: AYES: ALL NAYS: NONE Motion Carried.

**16. ADJOURNMENT**

To adjourn at 7:54 pm.

Respectfully submitted,

Laura D. McGuffey  
 Village Clerk