

**MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF FOREST VIEW
Held Virtually on Zoom Due To COVID-19
May 12, 2020**

1. CALL TO ORDER:

The regular board meeting of the Village of Forest View was called to order by Village President Powell at 7:07 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

Present: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer
Present: Police Chief Wiseman, Fire Chief Heller, Superintendent of Public Works
O'Donohue
Present: Village President Powell, Village Administrator Masciola, Village Clerk Conklin
Absent: None

4. APPROVAL OF PREVIOUS MINUTES:

That the minutes of the regular board meeting of March 10, 2020 be approved as read:

Motion: Trustee Kirchgatterer
Second: Trustee Stimach

Yes: Trustees Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer, Grossi
No: None
Motion Carried.

5. APPROVAL OF PREVIOUS CHECK REGISTER:

Approval of the following:

1.) Payroll Check Register, March 10, 2020: \$ 92,787.13

Check: #30071-30077
Voided: #30078-30079

2.) Bills Payable Check Register, March 10, 2020: \$ 50,132.98

Check #30080-30107

Voided: #30108-30115 (printer jammed)

3.) Payroll Check Register, March 24, 2020: \$ 93,431.60

Check #30116-30123

Voided: None

4.) Bills Payable Check Register, March 24, 2020: \$ 68,051.42

Check #30124-30151

Voided: None

5.) Payroll Check Register, April 14, 2020: \$ 100,220.97

Check #30152-30158

Voided: None

6.) Bills Payable Check Register, April 14, 2020: \$ 43,349.60

Check #30159-30188

Voided: None

7.) Payroll Check Register, April 28, 2020: \$ 90,260.87

Check #30190-30196

Voided: None

8.) Bills Payable Check Register, April 28, 2020: \$ 61,243.45

Check #30197-30226

Voided: None

Action Requested: Motion to approve

Motion: Trustee Kirchgatterer

Second: Trustee Grossi

Yes: Trustees Hubacek, Miller, Stimach, Kirchgatterer, Grossi, Sudkamp

No: None

Motion Carried.

6. REPORTS OF EXPENDITURES:

- A. To approve the village payroll in the gross amount of \$91,871.86. This payroll covers the period from May 1 – May 15, 2020 for regular full-time employees. Also covered is the Officials payroll from May 1 – May 31, 2020 and the part-time payroll from April 16 – April 30,

2020.

B. To approve the accounts payable as listed in the amount of \$ 48,070.32

Motion: Trustee Hubacek

Second: Trustee Grossi

Yes: Trustees Miller, Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek

No: None

Motion Carried.

C. Total Expenditures: \$ 139,942.18

7. REPORTS OF REVENUE - As of March 31, 2020:

Cash Receipts:	\$	730,634.99
Sales Tax:	\$	32,727.49
Home Rule Sales Tax:	\$	24,276.22
Interest:	\$	1,968.18
Local Gas Tax:	\$	<u>15,515.77</u>
Total Revenue:	\$	805,122.65

8. REPORTS OF REVENUE - As of April 30, 2020:

Cash Receipts:	\$	206,029.44
Sales Tax:	\$	28,164.32
Home Rule Sales Tax:	\$	22,683.66
Interest:	\$	1,466.17
Local Gas Tax:	\$	<u>15,071.63</u>
Total Revenue:	\$	273,415.22

Action Requested: None, informational only.

9. DEPARTMENTAL CORRESPONDENCE:

Agenda Item # 1 – Letter from Chief of Police, Gary Wiseman Jr., requesting the official appointment of Daniel Mulica as a Part-Time Police Officer to the Forest View Police Department.

Action Requested: Motion to appoint Daniel Mulica as a Part-Time Police Officer to the Forest View Police Department.

Discussion ensued regarding the need for additional Part–Time Police Officers. We currently have one part-time officer on the schedule. Chief Wiseman noted that it is very difficult to get part-time police officers right now. They often have full-time jobs elsewhere, and due to COVID-19 there are restrictions in place for working a second part-time job for other departments.

To approve Agenda Item # 1

Motion: Trustee Kirchgatterer

Second: Trustee Stimach

Yes: Trustees Stimach, Kirchgatterer

No: Trustee Grossi, Sudkamp, Hubacek, Miller

Motion Not Carried.

Agenda Item # 2 – Letter from Chief of Police, Gary Wiseman Jr., requesting the designation of May 15, 2020 as “Police Officers Memorial Day” and the week of May 10th to May 16, 2020 as “National Police Week”.

Action Requested: Motion to approve flying the flag at half-mast on May 15, 2020, “Police Officers Memorial Day” and to designate May 10th to May 16th as “National Police Week”.

To approve Agenda Item # 2

Motion: Trustee Grossi

Second: Trustee Stimach

Yes: Trustees Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller, Stimach

No: None

Motion Carried.

Agenda Item # 3 – Letter from Fire Chief, Thomas A. Heller, requesting the official appointment of Eric Willis, Jason Brunke and Cassandra Shiffletes as Part-Time Firefighter/Paramedics to the Forest View Fire Department.

Action Requested: Motion to appoint Eric Willis, Jason Brunke and Cassandra Shiffletes as Part-Time Firefighter/Paramedics to the Forest View Fire Department.

To approve Agenda Item # 3

Motion: Trustee Miller

Second: Trustee Kirchgatterer

Yes: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer

No: None

Motion Carried.

Agenda Item # 4 – Letter from Fire Chief, Thomas A. Heller, informing the Village Board of the resignation of Part-Time Firefighter/Paramedic Mark Jones from the Forest View Fire Department.

Chief Heller was notified that Part-Time Firefighter/Paramedic Mark Jones would like to withdrawal his resignation due to his schedule becoming lighter.

Action Requested: None, information only.

Agenda Item # 5 – Letter from Fire Chief, Thomas A. Heller, requesting the replacement of Reserve Fire Engine #811 (Pinky).

Action Requested: Authorize the Fire Chief to pursue the acquisition of a used 2008 E-One Fire Engine from the Village of Stone Park in an amount not to exceed \$100,000.00 and authorize an additional expenditure of \$20,000.00 for repairs necessary and re-striping to place the fire engine into service as the front-line engine.

Village President Powell and Chief Heller explained that the Stone Park Fire Department will be shutting down. They have a fire engine available for purchase. This would become our primary front-line engine. Fire Truck #813 would become our reserve engine and Pinky would retire. A mechanic was called to check the Stone Park Engine and general maintenance is required. This engine would work for many years on the front-line before being moved to reserve. Discussion ensued regarding the purchase of a used engine compared to a new engine. The two years left on the Bond was discussed, and it was mentioned that this would be a good time to consider issuing a bond for new equipment and other improvements needed for the Village.

To approve Agenda Item # 5

Motion: Trustee Kirchgatterer

Second: Trustee Stimach

Yes: Trustees Stimach, Kirchgatterer, Grossi, Village President Powell

No: Trustees Sudkamp, Hubacek, Miller

Motion Carried.

Agenda Item # 6 – Letter from Fire Chief, Thomas A. Heller, requesting the purchase of an identification card machine.

Action Requested: Authorize the Fire Chief to purchase an identification card machine from AlphaCard in an amount not to exceed \$1,300.00.

To Table Agenda Item # 6 until a future meeting

Motion: Trustee Grossi

Second: Trustee Hubacek

Fire Chief Heller explained the ID card machine would be used to distribute ID cards to all Village Employees. He will obtain additional estimates as requested by the board, and provide these for review at a future Village Board Meeting.

Yes: Trustees Hubacek, Miller Stimach, Kirchgatterer, Grossi, Sudkamp

No: None

Motion Carried.

Agenda Item # 7 – Letter from Village Administrator, Mark C. Masciola, regarding the approval of Ordinance No. 20-03 authorizing the execution of a Waste Disposal Agreement.

Action Requested: Motion to approve Ordinance No. 20-03.

Village Administrator Masciola explained the details on the Waste Disposal Agreement. Discussion ensued regarding the contract being negotiated for a ten-year period.

To approve Agenda Item # 7

Motion: Trustee Kirchgatterer

Second: Trustee Stimach

Yes: Trustees Miller, Stimach, Kirchgatterer, Village President Powell

No: Trustees Grossi, Sudkamp, Hubacek

Motion Carried.

Agenda Item # 8 – Letter from Village Administrator, Mark C. Masciola, requesting approval of Ordinance No. 20-04, the Annual Appropriations Transfer Ordinance for Fiscal Year 2020 which ends on April 30, 2020.

Action Requested: Motion to approve Ordinance 20-04, the Annual Appropriations Transfer Ordinance for Fiscal Year 2020.

To approve Agenda Item # 8

Motion: Trustee Grossi

Second: Trustee Kirchgatterer

Yes: Trustees Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller

No: None

Motion Carried.

Agenda Item # 9 – Letter from Village Administrator, Mark C. Masciola and Village Accountant, Joy M. Conklin, regarding the FY 2020–2021 Annual Appropriations and Department Head recommendations for the upcoming year.

Action Requested: Motion to approve the FY 2020-2021 Annual Appropriations Recommendations.

Village Administrator Masciola highlighted some of the items on the Annual Appropriations Recommendations for Fiscal Year 2020-2021. The budget includes funds for the Reconstruction Project on 45th Street and the Wenonah Basin Flood Improvement Project. Also included in the budget is the funding for the fire engine that was just approved, 911 Consolidation, and allocations for the Pension Funds. Discussion ensued and it was verified that this is a review of the recommendations. The Village Administrator asked the Board to bring any comments or concerns to him before the final version is presented at the May 26, 2020 Board Meeting.

To approve Agenda Item # 9

Motion: Trustee Kirchgatterer

Second: Trustee Stimach

Yes: Trustees Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller, Stimach

No: None

Motion Carried.

10. APPLICATIONS FOR PERMITS:

- NF20-03 Jose Hernandez, 4610 S. Kenilworth Avenue, Reroof House.
- NF20-04 Gregory & Letica Smith, 4500 S. Maple Avenue, Replace Fence.
- NF20-05 Roman Kukie, 4512 S. Clinton Avenue, Replace Fence.
- NF20-06 Maria Villa, 4609 S. Clinton Avenue, Reroof House and Garage.
- F20-05 Carlos Baez, 4603 S. Wenonah Avenue, New Fence.
- F20-06 Mike Norris, 4520 S. Wisconsin Avenue, Electrical Repairs to House and Garage.
- F20-07 Rafael H. Melgoza, 4506 S. Clinton Avenue, Replace Siding, Soffit, Fascia; Replace Two Windows; Demolish Chimney; Remove Pantry; Interior Remodel; Install New Furnace and Water Heater.
- F20-08 Eugene I. Tan II, 4608 Oak Park Avenue, New Fence.
- F20-09 Alejandro Gondara, 4540 S. Wisconsin, New Drain Tile and Tuck Point Chimney.
- F20-10 Terry Markham, Forest View Dunkin Donuts, 4501 S. Harlem Avenue, Exterior Electrical, Carpentry and Signage Upgrades.

Action Requested: None, informational only.

Trustees requested that the residents be updated if there are any issues that would cause a permit to be delayed. A discussion ensued about Building Permit fines and how they are assessed.

11. REPORTS OF OFFICERS:

A.) Reports from Department Heads

1. Village Administrator Mark Masciola
 - COVID-19 update: Public Works did a thorough cleaning of the building. We were able to receive a deep clean, free of charge offered by Chicago Water and Fire Restoration in the Fire & Police Departments, Village Hall, Board Room and the Treckler Hall. We have purchased gloves, masks, disinfectant, a fogging machine and cleaning supplies. We have applied to FEMA for reimbursements. We are tracking COVID-19 expenditures. Discussion ensued regarding a resident that entered the building to vote. After voting, the resident stopped at the Village Hall office to complain that protocol was not being followed in the voting area. The resident mentioned that they had possibly been exposed to COVID-19 previously. Investigation into the matter and a thorough cleaning of the building followed.
 - The bid opened for the 45th Street Reconstruction Project. The contract was awarded to Lindahl Brothers Inc. at the Village of Stickney Board Meeting on April 7, 2020. There was a pre-construction meeting on May 1, 2020, and the work will start on May 18, 2020.
2. Superintendent Water & Public Works Jack O'Donohue
 - COVID-19 update: Superintendent O'Donohue was able to secure reusable masks for the Public Works employees. They have been cleaning equipment to limit exposure.
 - On April 5, 2020, Trustee Sudkamp reported a possible water leak. Public Works confirmed it was a leak and it was repaired.
3. Police Chief Gary Wiseman Jr.
 - Provided Police Reports for March 9, 2020 – April 30, 2020.
 - Keeping Officers safe during COVID-19
 - Call Box was installed, there will be delays with the 911 dispatch center changeover.

Discussion ensued regarding lights for the computers in the police vehicles. Chief Wiseman Jr. will look into switching out the computer keyboards for lighted keyboards. Questions were asked regarding cameras in the police vehicles and the mileage put on the police vehicles per shift.

4. Fire Chief Tom Heller
 - Provided Fire Department Reports
 - COVID-19 Updates: Keeping safe and social distancing as much as possible. Two members were quarantined at home and hopefully will

return this week. Checking temperatures at the beginning and end of each shift. Masks and sanitizers are stocked.

- Officially thanked Chicago Water and Fire Restoration for the deep cleaning.
- Staying informed with the Stickney Health Department.
- Keeping updated with Loyola's protocol.

B.) Reports from Village Trustees

There was a request regarding the training of all new hires. During training, they should be familiarized with all of the streets in the Village. A question was raised regarding the residents having the opportunity to comment at the Board Meeting, and whether the comment process was sufficient. Discussion ensued regarding email addresses and the Newsletter going green compared to home delivery. Additional concerns of speeding vehicles through town was discussed. Superintendent O'Donohue will check on pricing for speed bumps. Chief Wiseman Jr. will check on the pricing for a speed sign and possibly one that takes pictures.

C.) Report from the Village President

Village President Powell stated that the Village Picnic will not take place this year due to the pandemic and the closure and hardships on many businesses. In the past, many local establishments would make donations to the event to defray village costs. The Village will also suffer a loss of revenue. Mileage for the police vehicles was mentioned, requesting that each shift should try to complete two to three rounds through town.

12. PUBLIC COMMENT OR QUESTIONS:

Due to the COVID-19 Pandemic, the Village Board met "virtually" and was audio recorded.

Prior to the meeting, the public was advised of the process. A handout was prepared regarding zoom instructions. Anyone wishing to provide comment on a topic or an agenda item was able to address the Village Board during the "Public Comment" segment of the Village Board agenda by submitting comments in advance through email, or drop box at the village hall. Details are shown below:

- Email your comment to villageclerk@forestview-il.org or submit a comment via drop box by 5:00 P.M. on Monday, May 11, 2020.
- Public comments will be read into the record during the Public Comment segment of the Village Board meeting.

There were three unidentified audience members in attendance. When asked to provide their information for the record, they declined. They listened in, but did not have any public comments or questions.

13. ADJOURNMENT:

To adjourn at 9:32 P.M.

Motion: Grossi
Second: Miller

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

Respectfully submitted,

Joy M. Conklin
Village Clerk