

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON SEPTEMBER 8, 2020

VILLAGE HALL

SEPTEMBER 8, 2020

7:30 PM

Mayor Braun called the meeting to order at 7:35pm.

Village Clerk Ananda Billings took roll.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Kimmons (via Webex), Mitros, Williams and Village Clerk Ananda Billings (via Webex)

ALSO PRESENT: Village Manger Bridget Wachtel, Assistant Village Manager Allison Matson, Finance Director Scott Bordui; Police Chief Tod Kamleiter, Deputy Chief of Police Clint Wagner, Fire Chief Greg Berk; Public Works Director, John Brunke, Village Attorney Kathi Orr, and Building and Zoning Administrator, Scott Bugner, 24 citizens

CITIZENS PRESENT: Mayor Braun requested that any citizens who wished to identify themselves do so, along with their address for the Village Clerk.

Introductory Comments

Mayor Braun stated that in order to mitigate the transmission of the virus and reduce risk of COVID-19 illness, the Village has been advised and directed by the State to allow no more than 50 people to congregate for public gatherings. As such, this meeting of the Board of Trustees will be attended by those who voluntarily choose to attend physically as well as by those who voluntarily choose to attend via conference line. The public is invited to attend the meeting in person, so long as each individual undergoes a temperature check prior to entering the meeting space and wears a mask during the meeting. Citizens are allowed and encouraged to participate remotely.

This meeting along with all subsequent remotely held Board meetings will be recorded. Public comment will be only available during the portion of the meeting during which the public is invited to address the Board. As communicated to the public earlier, those questions that were submitted to staff in advance of the meeting would also be addressed during this time.

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Approval of the Minutes of the Regular Meeting Held on August 17, 2020

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to approve the minutes of August 17, 2020. Trustee Williams so moved, seconded by Trustee Driscoll, and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Citizens Present Wishing to Address the Board

No citizens wished to address the Board either in person or by phone.

Assistant Village Manager Allison Matson presented the comments that were received by 6:00 p.m. this afternoon. The first comment was from Ms. Norvelle Merrill. Ms. Matson read the email into the record. Ms. Merrill's email referred to her previous email to the Board which request that the Village replace the sidewalk squares in front of her home. The email stated that she was disappointed that her neighbor's sidewalk was replaced as part of the annual resurfacing project on Sunset. She is asking the Village to make sidewalk replacement a priority.

Public Works Director John Brunke visited the property today and took pictures of the sidewalk. He also responded to Ms. Merrill today. He assessed that the sidewalk is in borderline poor condition but it is not a hazard. However, they have put it on the list to replace the three squares across the driveway. The sidewalk that was replaced across the street (that she referenced in her email) had massive flaws and a 5 inch gap.

Mayor Braun asked Mr. Brunke to inform the public of the Village's policy for such replacements. Mr. Brunke responded that typically they look for squares that have a 1.5 inch displacement or greater in between the two squares, a large amount of aggregate that is loose, or any displacement, or broken area that could be a trip hazard.

The second comment was from Mr. John Barrett whose email requested an explanation of the Village's policy regarding treatment of people with disabilities, specifically mental health disabilities. Chief Kamleiter addressed the training that the police department participates in relative to mental health issues. Mayor Braun stated that Chief Kamleiter has been in contact with Mr. Barrett, and he was also happy to meet with Mr. Barrett if needed.

The Mayor referred to Agenda #1 - A Proclamation Declaring September 17-23, 2020 as Constitution Week

Mayor Braun read the proclamation into the record.

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No Vote Was Required.

Mayor Braun referred to Agenda #2: Consideration of Appointments to the Green Commission, Plan Commission and Community Relations Commission

Mayor Braun introduced Dr. Scharon and noted she will be a wonderful addition to the commission. Trustees thanked her for her support and noted that they are looking forward to her contributions.

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the appointment of Aracelis Scharon to the Green Commission. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun introduced Arlene Sugar Al-Amin, who currently serves as Vice President of the Flossmoor Service League. Mayor Braun said she will be an excellent addition to the Community Relations Commission. Trustee Williams thanked her for volunteering.

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the appointment of Arlene Sugar Al-Amin to the Community Relations Commission. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun introduced current Green Commission member Eric Turnquest (via Webex), whom he wishes to appoint to the Chair of the Green Commission and noted he will do an excellent job.

Trustees Williams and Bradley-Scott thanked him for stepping up to the role. Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the appointment of Eric Turnquest as Chair of the Green Commission. Trustee Driscoll moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

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Mayor Braun introduced Harrison Maddox, who has extensive municipal experience. Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the appointment of Harrison Maddox to the Planning Commission. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #3: Consideration of the Replacement of Police Portable Radios

Deputy Police Chief Clinton Wagner addressed the Board to request approval of the replacement of the Police Department portable radios. Because Cook County is migrating the radio technology, the current radios will be unusable effective January 29, 2021 and must be returned to the Cook County Sheriff's Office. As such, the Police Department requests the approval to purchase radios and accessories from the current radio vendor, Minor Electronics, for new radios. The radio replacement is scheduled in the capital budget for \$133,325.00. This project is \$10,221 under budget coming in at \$123,103.53.

Trustee Williams commented that given the circumstance, we do not have a choice in this matter. Given the COVID financial impact, she would normally ask if this type of purchase could be delayed, but given the circumstance we must go forward with the purchase. Trustee Mitros asked how long these radios normally last. Deputy Chief Wagner responded 5 years and we should expect the same longevity in the replacement radios. Village Manager Wachtel commented that the Village budgets for this replacement expense through the capital equipment replacement fund.

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the purchase of replacement radios through Miner Electronics for a total of \$123,103.53. Trustee Mitros so moved, seconded by Trustee Williams and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor referred to Agenda Item #4: Consideration of a Capital Equipment Replacement Purchase of a Small Vehicle Lift and Large Vehicle Lift

Public Works Director John Brunke addressed the Board. He informed the Board that Public Works is in need of the replacement of small and large vehicle lifts that were originally purchased in 1985 and 1996. During last year's inspection, the lifts were found to be in poor condition, and the inspector recommended replacement as they represent safety hazards in their current state. Public Works did their due diligence and found replacements through Sourcewell, which offers competitively solicited

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purchasing contracts for products and equipment to local governments. The costs of the vehicle lifts are \$23,389.94 (for the small type) and \$38,978.00 (for the large type) for a total of \$62,367.94.

Mayor Braun noted that this is another matter where we have little choice as it is a safety matter.

Mayor Braun asked the Board if they had any further questions, and as they did not, he called for a motion to approve the capital equipment replacement purchase of a small vehicle lift and large vehicle lift as presented. Trustee Bradley-Scott so moved, seconded by Trustee Driscoll, and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #5: Consideration of the Approval and Ratification of M&J Underground Contract and Invoices for Heather Hill Area Storm Sewer Cleaning and Televising

Public Works Director John Brunke informed the Board that on July 8, 2020 he signed a proposal, on an emergency basis for M&J Underground to complete storm sewer cleaning and televising in the Heather Hill areas to ascertain what the storm sewer condition was for Berry Lane and the downstream areas on Oakmont Avenue, Douglas Avenue, and Maryland Avenue. The total cost of the proposal was \$10,634.80. M&J Underground completed the work and uncovered heavy debris that needed to be removed. Additional heavy cleaning was completed on Oakmont Avenue and Douglas Avenue. The sewers are now much cleaner and can operate at full capacity. Due to the unexpected amount of cleaning, the total cost for all this maintenance was \$41,294.80 which exceeds staff's authority. Public Works is recommending that the Board approve this expenditure by approving the contract with M&J Underground and ratifying the expenditures already paid.

Mayor Braun inquired as to why those storm sewers were so clogged with debris. Mr. Brunke answered that a good deal of the sediment and debris came from overland wash. Trustee Mitros asked as to when we last did this, and Mr. Brunke responded that it is not something Flossmoor typically performs given the high expense but suggested that perhaps we consider performing this more often as there will be benefits to this type of maintenance. Trustee Hoag asked how this will improve the area and Mr. Brunke responded that there will be a significant improvement. It will not solve all the flooding issues, but it will help the water flow away. Trustee Williams inquired as to when the draft of the storm sewer analysis for this area would be prepared and Mr. Brunke told her that they are expecting it shortly.

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve and ratify the M&J Underground contract and invoices for heather hill area storm sewer cleaning and televising. Trustee Mitros so moved, seconded by Trustee Williams, and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams

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ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #6: Presentation of Strategic Plan Update (First Quarter FY 2021)

Village Manager Bridget Wachtel presented the “Strategic Plan Update – 1st Quarter FY2021” to the Mayor and Board of Trustees. As a part of this presentation, Ms. Wachtel discussed the progress made on the five priority areas: Finances & Services, Infrastructure, Business, Diversity & Communications and Housing, highlighting the report that was provided to the Board.

Under the area of Finances & Services, staff continued to pursue funding and grants for capital projects, including stormwater improvements. During the last quarter, responding to the pandemic was a priority, including creating a plan to bring employees back to work under a normal schedule, protocols for visitors in the building, and creating a plan to respond to a COVID resurgence. Over the next quarter, the Village will be actively monitoring FY21 revenues and determining additional steps should expenditure reductions be necessary.

For infrastructure, the Village awarded the first phase of the FY21 street resurfacing program as well as the sidewalk replacement program. The Village entered into a contract for engineering for the stormwater improvements to the Flossmoor Road viaduct, as well as an intergovernmental agreement with the Village of Homewood to share the cost of studies related to the water supplier change. Over the next quarter, staff and the Board will be focused on the education campaign for the GO bond referendum in November.

Under the area of business, the Village has supported local businesses through the pandemic including creating outdoor dining space by blocking off parking spaces in downtown Flossmoor for Dunning’s Market and Bistro on Sterling to allow them to continue to serve customers. The Village is also in discussions with a developer to develop four acres of land on Vollmer Road.

In the area of diversity and communications, highlights included holding the Village’s first One Book One Flossmoor virtual book club and commemorating Pride and Juneteenth using the Village’s social media channels. The Village also held an in-person Coffee with a Cop event in June, as well as a Q&A session with members of the HF Kings youth football team. In lieu of public events, the Village will continue to find ways to engage residents virtually.

Finally, in the area of housing, the Village launched the Discover Flossmoor campaign and website with ads on social media, Google and on the websites of Crain’s Chicago Business and Chicago Magazine. The Village continues the partnership with ProChamps, which manages the vacant building database and there are currently 82 vacant or foreclosed properties.

The Village also continues to work with Census 2020 to be sure all residents are counted. At last notice, Flossmoor was at 82% so we are well on our way to being completely counted.

Mayor Braun thanked Ms. Wachtel for her thorough report and then highlighted the success the Village had in receiving a major grant from MWRD for approximately \$800,000 for flooding infrastructure

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improvement. Mathew O'Shea, the Village's lobbyist, did the hard work of pushing for this grant along with Village staff. This will be a tremendous support to the Village. Trustee Mitros commended staff on the fantastic job they did to secure this grant.

Trustee Driscoll inquired about the rental housing registration program but Village Attorney Kathi Orr noted we have not yet advanced on this project.

No Vote was Required

Mayor Braun referred to Agenda Item #7: Consideration of an Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois

This the renewal of the ordinance granting emergency powers to the Mayor of the Village of Flossmoor during the COVID19 pandemic.

Mayor Braun asked the Board if they had any further questions, and as they did not, he called for a motion to approve the ordinance granting emergency powers to the Mayor of the Village of Flossmoor. Trustee Mitros so moved, seconded by Trustee Driscoll, and passed by a roll call vote.

AYES:	Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT:	None
ABSTAIN:	None
NAYS:	None

Mayor Braun referred to Agenda Item #8: Consideration of a Motion to Approve Tag Days for Knights of Columbus on Friday and Saturday September 18 and 19, 2020

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve Tag Days for the Knights of Columbus on Friday and Saturday September 18 and 19, 2020. Trustee Mitros so moved, seconded by Trustee Bradley-Scott, and passed by a roll call vote.

AYES:	Trustees Bradley-Scott, Hoag, Kimmons, Mitros, and Williams
ABSENT:	None
ABSTAIN:	Trustee Driscoll
NAYS:	None

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Mayor Braun referred to Agenda Item #9: Consideration of a Motion to Approve Tag Days Girl Scouts of Greater Chicago and Northwest Indiana – January 1-17, 2021

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the Tag Days for Girl Scouts of Greater Chicago and Northwest Indiana from January 1-17, 2021. Trustee Bradley-Scott so moved, seconded by Trustee Williams, and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to the Finance Committee – Presentation of Bills for Approval and Payment (September 8, 2020)

Trustee Hoag made a motion to approve hand checks in the amount of \$35.05 and invoices in the amount of \$181,408.20 for a total of \$181,443.25. The motion was seconded by Trustee Mitros and passed by a voice vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Other Business:

Mayor Braun said that he, Trustee Williams and staff met to compile educational materials necessary for residents to make an informed decision on the referendum vote. This is not a campaign for either position, simply educational. There will be various forms of communication to residents in the near future to be sure residents have the information they need.

The Village is offering a parkway tree program for free to all residents who need a parkway tree. He encourages residents to contact Public Works if they wish to get a tree planted on their parkway.

Trustee Bradley-Scott inquired about the open house for the referendum. Mayor Braun said that for the benefit of the public there will be two open houses on the referendum. Ms. Wachtel said that on October 3rd there is one open house scheduled but it is also the same day as Recyclepalooza at Parker Junior High. The two events overlap so that residents who are dropping off items at Recyclepalooza may attend the open house as well. The other open house will be on Monday, October 26. Residents should also stay tuned for information on a virtual meeting on the referendum.

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Ms. Wachtel also wished to promote the new resident event on September 26th that will be held virtually via Zoom from 4-6 p.m.

Following the recent storms, Ms. Wachtel recognized the work Public Works performed including calling in a contractor to chip and haul the debris held at Public Works. She thanked Public Works for all of their efforts.

Mayor Braun referred to Agenda Item #10 on the Agenda: A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition, and Litigation.

There was no need to go into Executive Session; therefore no vote was required.

As there were no other items to discuss, Mayor Braun called for a motion to adjourn the meeting. Trustee Bradley- Scott so moved, seconded by Trustee Driscoll and passed by a roll call vote.

AYES:	Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT:	None
ABSTAIN:	None
NAYS:	None

The Regular Meeting ended at 8:45pm.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk