

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 17, 2023*

VILLAGE HALL / ZOOM MEETING

APRIL 17, 2023

7:30 pm

Mayor Nelson called the meeting to order at 7:32 pm.

Village Clerk Gina A. LoGalbo took roll.

PRESENT: Mayor Nelson, Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, Mustafa

ALSO PRESENT: Village Manager Bridget Wachtel; Assistant Village Manager Jonathan Bogue; Police Chief Jerel Jones; Deputy Chief of Police Keith Taylor; Fire Chief Bob Kopec; Finance Director Scott Bordui; Assistant Finance Director Ann Novoa; Director of Public Works John Brunke; Assistant Director of Public Works Dan Milovanovic; Program & Event Coordinator Stephanie Wright; Village Attorney Kathi Orr; Village Clerk Gina A. LoGalbo; 45 residents

Mayor Nelson called the meeting to order. Mayor Nelson noted that the meeting was being held in person and via Zoom, which is permitted by Public Act 101-0640. Mayor Nelson noted that the public was invited to monitor the meeting via Zoom or attend the meeting in person. Public participation would be permitted only in person during the citizen comment portion of the agenda. Members of the public could submit comments on items on the agenda by emailing info@flossmoor.org. Emailed comments would be shared with the Village Board.

Recognitions and Appointments:

Mayor Nelson referred to Agenda Item #1 – Appointments and Promotions in the Police Department. Chief Jones introduced new Flossmoor Police Officer Emmalie Wolke, newly promoted Sergeant Douglas, Merkle, and newly promoted Commander Tim Filkins. Village Clerk LoGalbo administered the oath of office to Officer Wolke, Sergeant Douglas, and Commander Filkins.

Chief Jones also recognized Flossmoor Police Officers Morris and Kimes for being appointed as first line supervisors in the Flossmoor Police Department. As shift leaders, they will serve in the absence of a shift Sergeant on the patrol watch.

Mayor Nelson referred to Agenda Item #2 – Consideration of an Appointment to the Police Pension Board. Mayor Nelson called for a motion for the appointment of Clint Wagner to the Police Pension Board. Trustee Mustafa so moved, seconded by Trustee Daggett.

Mayor Nelson stated that retired Deputy Chief Wagner served on the Flossmoor Police Department for twenty-one (21) years, and due to his retirement, he can no longer serve as an active member on the Police Pension Board. The Police Pension Board also has a vacancy created by a resident moving away, and the Mayor would like to put Wagner in that spot for a two (2) year term.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

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Mayor Nelson referred to Agenda Item #3 – Consideration of an Appointment to the Fire Pension Board. Mayor Nelson called for a motion to re-appoint Bridget Wachtel to the Fire Pension Board. Trustee Mitros so moved, seconded by Trustee Driscoll.

Mayor Nelson explained that Village Manager Bridget Wachtel has been serving on the Fire Pension Board role already so the appointment is a renewal of that role.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson opened the Public Hearing on the Adoption of the Fiscal Year 2023-2024 Budget at 7:49 pm. There was no public comment on the Fiscal Year 2023-2024 budget.

Mayor Nelson closed the Public Hearing on the Adoption of the Fiscal Year 2023-2024 Budget at 7:50 pm.

Action Items:

Mayor Nelson referred to Agenda Item #4 – Consideration of a Resolution Amending the Budget for Fiscal Year 22-23 for the Village of Flossmoor. Mayor Nelson called for a motion for Consideration of a Resolution Amending the Budget for Fiscal Year 22-23 for the Village of Flossmoor. Trustee Bradley-Scott so moved, seconded by Trustee Mustafa.

Trustee Bradley-Scott wanted a clarification in the budget amendment that the laptops for the detectives included the cost of software.

Village Manager Bridget Wachtel agreed that there is software on the laptops, which includes working with video files.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #5 – Consideration of the Adoption of the Fiscal Year 2023-2024 Budget. Mayor Nelson called for a motion to adopt the Fiscal Year 2023-2024 Budget. Trustee Driscoll so moved, seconded by Trustee Bradley-Scott.

Village Manager Bridget Wachtel explained that the current meeting was the last one regarding the discussion and adoption of the Fiscal Year 2024 Budget. Wachtel outlined what the Board would be approving, including a few corrections and additions that would be made to the final budget.

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Wachtel thanked Finance Director Scott Bordui, Assistant Finance Director Ann Novoa, and the Department Directors who worked very hard to prepare this year's budget.

Mayor Nelson also thanked the finance team and the Department Directors.

The Board thanked the Finance Department, staff, and Department Directors for all of their work on preparing the budget and making the programs and budgets clear for the Board.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to the Consent Agenda (which encompassed Agenda Items 6-18):

- 6. Approval of the Minutes of the Regular Meeting Held on March 20, 2023*
- 7. Ratification of Bills for Approval and Payment as Approved by the Finance Committee (April 3, 2023)*
- 8. Ratification of Bills for Approval and Payment as Approved by the Finance Committee (April 17, 2023)*
- 9. Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois, Amending Chapter 150, Article 9 of the Village of Flossmoor Municipal Code*
- 10. Consideration of a Resolution Authorizing the Payment of Wages and Salaries for Fiscal Year 2024*
- 11. Consideration of a Contract Extension with Smitty's Tree Service for the FY24 Parkway Tree Service*
- 12. Consideration of a Contract Extension with Allscape for the FY24 Parkway Tree Services*
- 13. Consideration of a Contract Extension with Country Club Cleaning, Inc. for the FY24 Janitorial Services*
- 14. Consideration of the Server Room and Fire Department HVAC System Replacement Project*
- 15. Consideration of a Contract Award to Homewood Disposal Services, Inc. for the FY24 Street Sweeping Contract*
- 16. Consideration of a Resolution Appointing Flossmoor's Police Representative to E-Com's 911 Operating Committee*
- 17. Consideration of an Agreement with Matthew O'Shea Consulting*
- 18. Consideration of an Agreement for Services for May 1, 2023 to April 30, 2024 Pursuant to the May 1, 2022 Agreement between the Village of Flossmoor and Paramedic Service of Illinois, Inc.*

Mayor Nelson called for a motion to approve the Consent Agenda. Trustee Lofton so moved, seconded by Trustee Mustafa.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

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Reports of Committees, Commissions and Boards:

None.

Discussion Items:

Mayor Nelson referred to Agenda Item #19 – Discussion of a Liquor License Request for Poppin Corks Bistro. Village Manager Bridget Wachtel noted that owner Mr. Randall Smith had returned at the Board's request because he is requesting a liquor license for his new establishment, Poppin Corks Restaurant, which will be opening in Flossmoor Commons. At the previous meeting, the Board asked Mr. Smith about design plans which he presented at the current meeting. Mr. Smith is seeking a Class A liquor license which authorizes the sale of alcohol for consumption on the premise. Mr. Smith is not interested in video gaming at this time. If the Board is in agreement with granting the liquor license, the Village Attorney would be directed to present a municipal code ordinance that would be considered at the next meeting and would increase the Class A liquor license by one in the Village. Mr. Smith would then be making an administrative application for the license.

Mr. Smith stated that he decided to wait on the gaming. If he expanded his establishment, he might consider gaming machines but does not want them at this time.

The Board shared their support for Mr. Smith's restaurant plans.

Trustee Lofton inquired about the steps in the lower level of the restaurant and whether it was ADA accessible.

Mr. Smith answered that people could still dine on the top level.

Trustee Mustafa inquired about the plan for the restrooms.

Mr. Smith answered that there will be one bathroom for each gender and that they are ADA compliant.

Mayor Nelson stated that the Board was in support of Mr. Smith's request, and that the liquor license documentation would be prepared by the Village.

Mayor Nelson referred to Agenda Item #20 – A Request for Approval for the Village of Flossmoor to Join the GIS Consortium and Progress the GIS Project with MGP.

Assistant Village Manager Jonathan Bogue explained that the current request was brought before the Board in April of 2020, but it was not pursued due to the pandemic. Village staff is now recommending that the Village proceed with the GIS software, which has been around since the 1990s. This GIS solution is both a mapping system and an asset management system, which will allow Village staff across Departments to manage and view all details associated with a property or infrastructure asset in one software application.

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Robert Davis, the Director of Shared Services with MGP, gave a presentation on the GIS software and consortium. He explained that the GIS consortium is a legal public entity of municipalities that got together to take advantage of a shared services model so that they can benefit from the valuable GIS program. The shared services include the sharing of staffing of the GIS program, the costs of licensing, the costs of applications, the costs of cloud infrastructure and hardware, and the sharing of ideas and collaboration. MGP is the service provider to the GIS Consortium, and they manage and create solutions, provide staffing to the community members and facilitate the sharing and collaboration of members.

Mayor Nelson stated that with the push to modernize the Village's files and records, she opined that it was a great program for the Village. The Village does not have the expertise or time to modernize the data with the staff that the Village has, so being able to tap into the GIS Consortium to provide information on safety, infrastructure, and a historical perspective would be very helpful for the community.

Trustee Bradley-Scott inquired about Tinley Park being the only community in our geographic region that is in the consortium. She also inquired about the costs to be a member of the consortium and the contractual relationship between the parties, whether the data produced would need to be transcribed for the public, and how well the interface works with utilities like with ComEd.

Village Manager Bridget Wachtel discussed some of the options for providing a GIS solution, and after review, staff thought the GIS Consortium was the most effective. She explained that for the GIS Consortium, municipalities do not need to be close geographically.

Assistant Village Manager Bogue stated that year two and three costs would be similar and could change due to inflation. Year one costs are greater because of the equipment costs.

Mr. Davis stated as far as the contractual relationship, the Village would have an agreement with the consortium and a service provider agreement between the Village and MGP. If the parties no longer had an agreement, the data would still belong to the Village. He stated that MGP works to use the words and language that the community uses. Mr. Davis stated that in regards to interfacing with data from utility companies, they don't have access to that data because those industries do not share information due to safety concerns.

Trustee Mustafa inquired whether the benefits to the Village are diminished because it's only the second municipality in the southland to become a member of the GIS consortium. She also inquired about outreach and advocacy in the southland to encourage other communities to join, and the collection and return of data to the Village.

Mr. Davis stated that the GIS program has no bearing on the geography of the municipality. MGP would still be able to have someone on site to work with the Village. In regard to the collaboration among municipalities, they use remote and in person meetings. Mr. Davis explained how municipalities join the GIS consortium and the process of returning data to the Village.

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Trustee Mitros inquired about the benefits of the program for the Public Works Department and other departments in the Village.

Public Works Director Brunke answered that joining the GIS Consortium will be helpful to the Department. The sidewalks, water meters, and more will be in the GIS database and will make the Department more efficient, including finding information. He stated that most of the water hydrants and other projects have been in GIS format with consultants and they have the files ready to give to the Village to put in the GIS database. Currently, the Department cannot use the files without the GIS software. The PASER system that the Village uses is also in the GIS format.

Village Manager Bridget Wachtel stated that having access to the GIS software will allow all Departments to see what the sidewalk conditions in the Village are like, view the status of other assets like water and sewer, view the status of permits, and she noted that the GIS software will be used on a daily basis. The data will be immediately accessible by staff in the office.

Assistant Village Manager Jonathan Bogue stated that the Village will be able to share information about available commercial properties online and have them regularly updated. Public Works Department employees will be able to update information (i.e., the status of sidewalks, tree inventory) into the GIS system in real time with a mobile device while they are in the field.

Trustee Lofton inquired whether members of the GIS Consortium have used the available data in their economic development planning.

Mr. Davis answered that the data that is collected and managed, such as TIF boundaries and zoning information, can support economic development projects.

Trustee Driscoll stated his support for joining the GIS Consortium.

Trustee Daggett stated that it makes sense to join the GIS Consortium and wants to make sure the Village optimizes the tool the Village is paying for. He inquired about the retention of the municipalities.

Assistant Village Manager Jonathan Bogue shared that he used the GIS software when he worked in Highland Park and Lincolnwood. He saw it used for economic development, permitting, and a water meter replacement project. Manager Wachtel also spoke of her experience with the Consortium when she worked in Morton Grove and Glencoe.

Mr. Davis stated that only one member of the GIS Consortium has left in its twenty-five years of existence.

Village Manager Wachtel stated that the Village will proceed with an application to the GIS Consortium and will then return to the Board with the agreements for the Board's consideration.

Trustee Bradley-Scott inquired about what equipment will be needed.

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Assistant Village Manager Bogue stated that the costs for the equipment are included in the proposal for year one and that the Village will also use existing equipment.

Citizens Present Wishing to Address the Board:

Citizens Present Wishing to Address the Board on a Non-Agenda Item

(It should be noted that in reporting these comments, the Village has not researched the accuracy of any comments.):

Warren Engelberg's comments, in summary, were about the economic system in society.

Tom Ricci's comments, in summary, were that the UN was coming to Chicagoland to investigate human rights abuses as they apply to police conduct, and that they were going to investigate the case of Madeline Miller.

Citizens Present Wishing to Address the Board on an Agenda Item

(It should be noted that in reporting these comments, the Village has not researched the accuracy of any comments.): *No residents wished to speak on an Agenda Item.*

Other Business:

Trustee Mitros inquired about a bill for a lift station and a pump that was constantly running and whether the Village had recourse for it.

Public Works Director Brunke stated that it was caused by a private sanitary service on Cambridge that collapsed in Butterfield Creek and the Village started pumping the Creek. The homeowner was going to relocate their sanitary service so it does not happen again.

Trustee Lofton congratulated the Trustees and Village Clerk on their re-election to the Board.

Village Manager Wachtel also congratulated the re-elected Board members.

Mayor Nelson stated that she and several SSMMA members talked with State Senators and Representatives recently about LGDF funding. She explained that it was the Village's portion of the State income taxes and noted that the municipalities used to receive 10% and now only receive 6%, so they are working to get incremental growth. Since the State reduced the rate, the Village of Flossmoor alone has lost six million dollars since 2011.

She noted that it was National Volunteer Week and thanked all who volunteered for the Village Commissions and the recent community cleanups.

Mayor Nelson stated that the Village was awarded a grant for the construction phase of the downtown improvement project. Stay tuned for more information.

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She noted the Flossmoor Baseball & Softball parade would take place the following Saturday, the Village-wide tree planting on April 29, 2023, and the Park Pride event on May 6, 2023.

Mayor Nelson stated that the South Suburban Special Recreation Association had recently sent out a summer program list. They provide accessible programming for individuals of all abilities and ages.

Mayor Nelson referred to Agenda Item #21 – A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation. Mayor Nelson called for a motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation. Trustee Daggett so moved, seconded by Trustee Mustafa and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa
ABSENT: None
ABSTAIN: None
NAYS: None

The Board entered executive session at 9:03 p.m.

The Board returned to open session at 10:31 p.m.

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

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.
ABSENT: None
ABSTAIN: None
NAYS: None

The Regular Meeting was adjourned at 10:32 p.m.

Respectfully Submitted,


Gina A. LoGalbo
Village Clerk