

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 06 2020

VILLAGE HALL

APRIL 06, 2020

7:30PM

Mayor Braun called the meeting to order at 7:31 p.m via tele-conference.

Mayor Braun took roll.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros and Williams; Village Clerk Ananda Billings

ALSO PRESENT: Village Manager Bridget Wachtel, Finance Director Scott Bordui, Chief of Police Tod Kamleiter, Assistant Fire Chief Keith Damm, Public Works Director John Brunke, Village Attorney Kathi Orr, 17 Citizens Present

Chris Ulm, representing Strand Associates and Greg Berk, receiving an appointment from the Board, were also in attendance.

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 suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Act that members of the public body be physically present. Further, all members of public bodies are allowed and encouraged to participate remotely. Citizens were informed of this decision in advance and invited to submit comments and questions ahead of the Board meeting.

This meeting along with all subsequent remotely held Board meetings will be recorded. He then noted that 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.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON MARCH 16 2020:

Mayor Braun asked the Board if they had any changes or comments. He called for a motion to approve the minutes of March 16, 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

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CITIZENS WISHING TO ADDRESS THE BOARD:

Mayor Braun asked remote attendees to voluntarily identify themselves:

The Linnear Family

Lou and Marilyn Rose

Michelle Nelson

Mayor Braun welcomed the citizens who attended and noted that it is likely that future meetings will be held electronically to accommodate social distancing and keep the public safe, though all content will be distributed to the community.

Mayor Braun noted that Staff received questions and comments from two citizens: Michelle Nelson and Michael Goldberg. He said that they will be reading those questions aloud. He then asked if anyone else wished to address the Board, but no citizens came forward.

As no other citizens wished to address the Board, he asked Assistant Village Manager Allison Matson to read the questions submitted by Michelle Nelson.

1. I was looking forward to the presentation of the new marketing campaign. When will that be presented and will it include plans for marketing Flossmoor during the 2020 BMW Classic?

2. Are we actively lobbying the governor's office for a portion of the federal dollars awarded to states?

3. With regards to the water source:

- Why wasn't the third water source option you are asking for nearly \$50,000 to fund tonight identified during the initial contract to identify water supply options?
- Would a receiving station at Vollmer and Dixie Highway impact any private property?
- Has anyone considered negotiating the original water delivery rates quoted by Homewood?
- Since we still have yet to decide the best water source option, IF we tied into Chicago Heights directly, when is the soonest this work would be completed by?
- What will our outside contractor charge for the review of this third tie-in option?
- Why would Olympia Fields buy from us rather than connect directly to Chicago Heights?

4. With regards to the GIS Consortium:

- The multi-year contract will cost residents over \$356,000, plus nearly \$16,000 in hardware and a host of other items that are not included, but recommended. Is this a "bigger funding priority" (as mentioned in the proposal) than fixing drainage for Berry Lane, which will cost less according to your budget and has been a nightmare for residents since Trustee Mitros was a young boy (which is a paraphrase of his comments at a Board meeting last October)? Or is this project more of a priority than maintaining roads, of which we're only resurfacing 1 mile per year, instead of the recommended 2.5 miles per year?
- How will this project save money for the Village?
- What will be the on-going costs (after the 5-year contract) to continuously update the data?

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- Do Village department heads not do an adequate job of tracking infrastructure repairs and maintenance, unpaid fees, incident reports, etc?
- The only South Suburban village that uses this program is Tinley Park. How neighboring villages' present GIS data do to MWRD and what does that cost them?

5. With regards to the Capital Program:

- The proposed \$11 million GO bond referendum will not cover all roads that have a PACER score from 1 thru 8. How would this referendum change our rehab and repair schedule for remaining roads requiring maintenance? Will the suggested 2.5 miles of road resurfacing we are supposed to complete per year change?
- How much money will be available annually for street rehab and repair work with the added principal and interest payments of an \$11 million bond?
- What's the status of the FEMA Hazard Mitigation Grant program application to alleviate flooding in Downtown Flossmoor?
- What is the estimate of loss of revenue to the Village due to COVID-19 and how will that impact the Capital Program for the 2020/2021 budget?
- What are the total capital costs for us to continue to get our water from Homewood after the Harvey contract expires at the end of 2021?
- How will we fund a proposed \$11,000,000+ Water Supply Development project in addition to an \$11,000,000 GO bond for streets?
- With sales tax revenues that have skyrocketed by over \$900,000 annually since the completion of Meijer in 2018, why aren't we able to complete the recommended 2.5 miles of road maintenance projects per year with so much more revenue?
- What is the added lifecycle to a road with the proposed 3/4" binder?
- I was under the impression that we could pursue grant funds with Homewood for Sterling Avenue. Why is it listed as part of the road resurfacing referendum project?
- Will Heather Road repairs be a joint project with Homewood?
- Is there any way to get better pricing by coordinating our street resurfacing program with the Village of Homewood?

Mayor Braun thanked Ms. Nelson for her comments and questions. Due to the time frame of the meeting, not all of the questions could be answered at this meeting however, he directed Assistant Village Manager Matson to address the first two questions with the promise of reaching out to Ms. Nelson to address the remaining questions within the next couple of days by staff.

1. I was looking forward to the presentation of the new marketing campaign. When will that be presented and will it include plans for marketing Flossmoor during the 2020 BMW Classic?

Ms. Matson answered: There were plans to present this marketing campaign on the March 16th meeting but decided to delay until the Board and citizens would be able to convene together in person. The BMW Classic was not a target of this campaign but would instead be a separate item of focus.

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2. Are we actively lobbying the governor's office for a portion of the federal dollars awarded to states?

Mayor Braun asked Mr. John Brunke, Public Works Director to answer this question. His answer: He confirmed that staff is actively lobbying the governor's office and the state for federal dollars. Mayor Braun noted that he and Village Staff are also actively applying for/attending calls with regard to the dollars to be made available for the pandemic crisis.

Mayor Braun also referenced an email from resident Mike Goldberg. Ms. Matson read it into record as follows:

1. I have not seen anything in our Village meeting notes or website regarding the Center for Neighborhood Technology efforts to study Flossmoor (and Hazel Crest) water pertaining to lead issues. When will the Village inform the public about this study?
2. GIS consortium - I'm not sure on the return on this investment for the Village. I think a better use of monies and effort would be to digitally transform our existing records which are all paper and make any kind of cognitive analytics or data analysis extremely difficult. The GIS proposal should be tabled until such time that the Village can address how we clean up our existing records - given the state of the economy right now and unemployment crisis; I would think there could be a program put in place to use Flossmoor resident resources; provide an income source for them; and get us to a digital footprint.
3. I have concerns with an additional study proposal by Strand to look additional water options for the Village. Frugal thought would suggest that we should try to leverage infrastructure with our neighbor Homewood, rather than look at investing in our own pumping station. I am hoping there will be more open discussion within the Village Board and citizens to evaluate estimated costs of the two options for water source, versus another Strand study at this point in time.

Mayor Braun thanked Mr. Goldberg for his comments and questions. As items #2 and #3 were comments and to be addressed on regular Board agenda items later this evening, Mayor Braun informed Mr. Goldberg that those would be addressed later in the meeting. For item #1, Public Works Director John Brunke answered that Staff is currently working with the Center of Neighborhood Technology and they are currently gathering data. It is anticipated that this study will not be completed until later this summer at the earliest due to the COVID-19 pandemic.

As no other citizens wished to address the Board, Mayor Braun moved to the first agenda item.

REGULAR BOARD AGENDA ITEMS:

Mayor Braun referred to Agenda Item #1: Appointment of Interim Fire Chief

Mayor Braun commented that the reason why we are going forward with an Interim Fire Chief was to fill in the gap left by the retirement of Fire Chief Chris Sewell. The Interim Fire Chief will provide leadership while the Board searches for a new Fire Chief. This decision was made prior to the COVID-19 pandemic which has rendered the search for a new Fire Chief impossible until the shelter-in-place is lifted. Mayor Braun spoke with Mr. Greg Berk, who has previously served as Flossmoor's Fire Chief

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from 1998-2003 and lived in Flossmoor for many decades. He originally joined the department as a volunteer in 1967 and was Flossmoor's first full time Fire Chief. The Mayor and Staff believe that we will be able to appoint a new Fire Chief in the next 12 months but until that occurs, Mr. Berk is ready and willing to serve the community.

Mayor Braun asked all Board members for questions and comments, and all the Trustees expressed their gratitude and support for Mr. Berk. Mr. Berk offered that he was very grateful for the opportunity and he looks forward to serving the community.

Mayor Braun asked the Board if they had any questions and as they did not, he called for a motion to approve the ordinance appointing Greg Berk to Interim Fire Chief. 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 #2: Consideration of an Award of Contract to Strand Associates for Water Supply Study Distribution System Modeling and Analysis

Public Works Director John Brunke presented the contract for consideration. The consideration is for the Board to vote on the approval of Task Order No. 20-01 in the amount of \$48,000. This will cover the cost of Strand Associates to perform the modeling to determine the feasibility of the potential connection option for our water source to the City of Chicago Heights. This modeling will look at current and future demands on the system and determine what system improvements may or may not be needed to make this third option feasible. After an initial review, it was determined that this option was less expensive than other options evaluated to date and therefore it must be further evaluated.

Mr. Ulm of Strand Associates noted that no matter which water source the Village chooses, this step will need to be taken, per the state's requirements.

Mayor Braun addressed the questions that were submitted by residents around this topic and the extra cost of the assessment. No matter which source is chosen, this modeling will need to be done and therefore this cost would have been needed even without the third option. Mayor Braun also informed the public that he and the Board have not ruled out any options at this point in terms of paying for Homewood's infrastructure or building our own. Regardless, this step is necessary.

When he asked the Trustees for comment, all members supported this work. Trustee Williams noted that in order to make an educated decision, we need all the information we can acquire so she is in full favor of moving forward.

Mayor Braun asked the Board if they had any additional questions and as they did not, he called for a motion to award the contract to Strand Associates for Water Supply Study Distribution System Modeling and Analysis. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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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 an Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois

Mayor Braun noted that when he first took office, he never thought that something like this would happen but it has and we are going to take the steps necessary to protect our residents and staff and employees. The reason why this is necessary is because of the impact the Coronavirus has had on our town. The rate of infection in our community is increasing and it has been raised by Village Attorney Orr that should staff or the Board be sick, in that hopefully unlikely event, regular business must still continue in order to provide services, pay our bills, and continue village business. This is a protective measure and he does not expect that he will need to utilize this ordinance unless it is absolutely necessary. If it becomes necessary, he will be authorized to take all actions reasonably necessary to respond to the given emergency. Mayor Braun then read the ordinance. He stressed this ordinance is only to be used in case of need (should the Board or critical members of staff become ill and unable to fulfill their duties) and should it become necessary he will be sure to inform his actions to the Board. Nothing will be done in secret.

Village Attorney, Kathi Orr noted that these powers are only good until the next regular meeting. This only comes into play in the extreme circumstances of the Board being unable to meet. It can be renewed on a meeting per meeting basis. She also stressed that the Mayor was very reticent to have this prepared, but she urged him to do so because of the nature of the current pandemic. Ms. Orr also stressed that many other villages and towns have this in place already. It is better to be prepared.

When asked for questions or comments, each member of the Board stressed that although this is a sad time, they support this ordinance because they trust the Mayor and need the village to be taken care of. It is best to take care of the community at large and keep our town thriving and be able to provide the services that the residents need. Mayor Braun concluded by stating that he hopes he never has to use this.

Mayor Braun asked the Board if they had any questions and as they did not, he called for a motion approving the Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois. Trustee Mitros so moved, seconded by Trustee Kimmons 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 referred to Agenda Item #4: Consideration of an Ordinance Authorizing the Village Manager to Implement the Families First Coronavirus Response Act

Village Manager Bridget Wachtel presented the ordinance. Like other employers, the Village of Flossmoor will need to develop a policy to administer the benefits of the Families First Coronavirus Response Act. Usually, staff would have a reasonable amount of time to review and develop such a policy and bring it before the Board. However, unlike other employee benefits, the speed with which the law was passed and the Department of Labor is reviewing and revising administrative regulations necessitates an approach slightly different than other benefits that the Village provides to its employees. Therefore, in order to effectively develop and swiftly implement a policy and respond to any changes, the attached ordinance permits the Village Manager to develop and administer such policy in accordance with law. The policy will be developed with the advice of the Village's labor counsel and Village Attorney. These benefits are due to sunset on December 31, 2020.

Village Attorney, Kathi Orr noted that this is not optional; it is the law and must be followed.

Mayor Braun asked the Board if they had any questions and as they did not he called for a motion to approve the Ordinance Authorizing the Village Manager to Implement the Families First Coronavirus Response Act. Trustee Driscoll 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 #5: Discussion of Additional Funding Request for Membership in the GIS Consortium

Assistant Village Manager Allison Matson addressed the Board. She reviewed the benefits of membership in the GIS Consortium which provides a Geographic Information System (GIS) for more than 30 suburban communities. GIS will help staff to manage information on properties and infrastructure more efficiently, as well as communicate information on infrastructure more effectively with Village residents. The first-year cost is \$73,244, which includes the software license, computer equipment and on-site staffing to administer and support the Village's use of the program. This is an on-going cost, although subsequent years are slightly lower because the first year includes startup equipment purchases. The management team supports the funding of this program, recognizing that it is long overdue. Ms. Matson then noted that this discussion is to put the Additional Funding Request into the budget and the actual approval of membership would come later in FY'21 when this budget item is ready to be approved.

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John Brunke, Public Works Director commented on the various benefits of membership in the consortium, including being able to access inventory for multiple public works projects. Many projects are difficult to perform without access to a GIS system.

Mayor Braun said that the cost is under consideration, but this motion is only a placeholder, slating it into the budget if we choose to proceed. He then asked "Does the cost to the village equal the reward?" Mr. Brunke said it will be worth the cost. It is a high cost but will be very beneficial for their operations and confirmed there will be a benefit to other departments as well.

Assistant Fire Chief Damm said that the GIS benefits would be tremendous for the Fire Department including to use for the hydrant valves and locations.

There was a question from a resident with regards to deferring this and the Mayor asked Mr. Brunke to speak to this. Could we digitize the files we have and have the same result? The answer is we could digitize it but it wouldn't make the files easier to use; the point is to tie these database to a geographic point in the Village.

Trustee Mitros commented that this will be a tool that will help us better our infrastructure and help us improve our sidewalks and roads. Trustee Kimmons agreed and noted that we have to do a better job of utilizing technology in order to be more efficient.

Trustee Hoag inquired as to why this is being slotted for a discussion later on and when the expected conversation would take place. Ms. Matson responded that there was some concern about the impact of Covid-19 on the budget. Ms. Wachtel added that because of the cost of the project and the need to enter into an intergovernmental agreement, this will need to come back for to the Board for the contract approvals.

Trustee Hoag also inquired about the benefits that other municipalities have seen from their membership. Ms. Matson responded that membership is common and was formed in order to create a more collaboration for projects. This is incredibly common technology and the consortium has more than 30 suburbs as members. Ms. Wachtel noted that this organization has been around since the late 1990's and that she herself has experience with the consortium from working with the suburbs of Glencoe and Morton Grove.

Trustee Driscoll commented that this cost would be spread across different departments so that the cost would be negligible per department. Also this program will help us with future grants and also to keep up with MWRD reporting needs.

Trustee Williams noted that she would like to see a comparison between this particular consortium and other option and would like to see a cost comparison as well as value comparison.

Mayor Braun asked Ms. Wachtel if the discussion gave staff enough direction to move forward to include it in the budget. Ms. Wachtel responded that it did.

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Mayor Braun referred to Agenda Item #6: Discussion of the Preliminary FY 21 Budget (Finance and Facilities Plan)

Village Manager Wachtel presented the FY21 Finance and Facilities Plan. She directed the Board to the FY21 Finance and Facilities Plan to discuss the issue of sourcing a new water transmission line and noted that all options provided for our future water source will entail a capital expense. Financing for this project would likely be an alternate revenue bond but there are other options available. This will be the main focus going into FY21 as our contract with Homewood/Harvey ends in FY22.

Ms. Wachtel then provided the Board and the public with an overview of the Finance and Facilities Plan, highlighting various capital improvements that are contingent on grant funds, as well as projects that have been directly budgeted.

She asked the Board for direction on approving additional funding for fencing for Public Works for security and safety. Mayor Braun commented that he had no issue with moving forward with this item, though this item might get pushed into FY22.

Mayor Braun also commented that he would like to see the budget increase for streets and sidewalks to match the current budget of \$450,000. He acknowledged that the referendum for a Bond to pay for streets will ultimately be up to the citizens of Flossmoor however we should not withhold funding believing that the referendum will pass. Should the referendum not pass, we need to maintain our current standard of street resurfacing and therefore, we should proceed as we always have and keep the budget line item in place. Trustee Driscoll strongly agreed with this statement. Trustee Mitros also noted that with the falling price of petroleum and asphalt, we should keep the budget as planned as we could potentially obtain more value for our dollars. Trustee Kimmons and Williams also noted their support for the Mayor's notion that the resurfacing program maintain its current budget.

Trustee Hoag noted that he would like to see the fence that is currently of issue for Public Works and would also like to consider new options for the fencing other than the ones proposed. Trustee Mitros agreed and also noted he would like to visit the site in person in order to get a better assessment.

No vote was required.

FINANCE COMMITTEE:

Trustee Williams reviewed the claims list which had hand checks in the amount of \$665.92 and invoices in the amount of \$214,296.23 for a total of \$214,962.15.

Trustee Williams made a motion to approve hand checks in the amount of \$665.92 and invoices in the amount of \$214,296.23 for a total of \$214,962.15. The motion was seconded by Trustee Mitros and passed by a roll call vote.

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

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ABSTAIN: None

NAYS: None

OTHER BUSINESS:

Mayor Braun noted that for the benefit of the public he wants to announce that as listed in manager's report, many events have been postponed including Glo Salon and Spa Grand Opening but they are hoping for a date in May. Multiple other events including Community Clean Up Day, the Community Relations New Resident Event, and the Green Commission Recyclepalooza, have been postponed.

Mayor Braun also thanked Staff for the terrific work that has been doing in order to keep things moving forward and adjusting schedules and keeping the village and employees safe.

He also noted that the community has responded positively to the shelter in place and is doing a great job. We have relatively sufficient PPE for first responders.

Trustee Williams noted that not every village is currently running as smoothly as ours and thanked staff for their efforts. Mayor Braun seconded that and thanked staff and residents in the community.

Trustee Hoag inquired as to whether or not anyone in Police, Fire, or Staff have tested positive for COVID-19, Ms. Wachtel confirmed that no one has tested positive. He then inquired about the number of residents in Flossmoor who are positive and who of those currently reside in Sunrise, as he is often asked about this from residents. Ms. Wachtel responded that there are currently 25 confirmed cases in Flossmoor and asked Assistant Chief Damm to comment on Sunrise. Assistant Chief Damm responded that there are 10 cases out of Sunrise and they have transported 9 of them. Trustee Hoag commented that he is often asked for information about this and inquired as to whether or not there could be a notification on these statistics and asked that staff keep the Board advised. Ms. Wachtel responded that the information is available on the County Health Department website but they are currently only supplying aggregate data. Trustee Kimmons also noted that Illinois Municipal League also offers breakdowns by zip code.

Mayor Braun would caution the public against comparing numbers of infection in Flossmoor with other cities as it is not necessarily projective or a major data point.

All members of the Board thanked Staff and the community for the continuous support and efforts to get through this challenge together.

Ms. Wachtel noted that they are considering giving refunds to commuter parkers for the month of April as it is a mostly lost month for usage. The Finance Department recommends charging \$80 instead of \$120 for the next quarter, which would give one month free. Commuters are also eligible for a full refund of the parking pass, should they give up their parking pass and go back on the waiting list. She asked if the Board would be agreeable to the discount. The Board said they would be.

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Mayor Braun referred to Item #7 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 for Executive Session.

As there were no other items to discuss, Mayor Braun called for a motion to adjourn the meeting. 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

The meeting was adjourned at 9:26 p.m.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk