

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 5, 2021

VILLAGE HALL / ZOOM MEETING

April 5, 2021

7:30 pm

Mayor Braun called the meeting to order at 7:33 pm.

Village Manager Bridget Wachtel took roll.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Lofton, Mitros, Williams

ALSO PRESENT: Village Manager Bridget Wachtel, Assistant Village Manager Allison Matson, Finance Director Scott Bordui; Police Chief Tod Kamleiter; Deputy Police Chief Clint Wagner; Commander Keith Taylor; Fire Chief Bob Kopec; Interim Fire Chief Greg Berk; Public Works Director John Brunke; Assistant Director of Public Works Dan Milovanovic; Attorney Kathi Orr; 41 residents

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 limit the number of in person Board session attendees to 50. A Zoom has been made available for all other citizens who wish to attend remotely. All citizens 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 Regular Meeting Held on March 15, 2021

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to approve the minutes of March 15, 2021. Trustee Williams so moved, seconded by Trustee Lofton and passed by a voice vote.

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

ABSENT: None

ABSTAIN: None

NAYS: None

Citizens Present Wishing to Address the Board

Mayor Braun asked Assistant Village Manager Allison Matson if the Village had received any questions or comments prior to the meeting. She replied that there were no questions or comments. No citizens present wished to address the Board.

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Mayor Braun referred to Agenda Item #1- A Resolution Honoring Gregory C. Berk

Mayor Braun read a resolution honoring Chief Berk for his service to the Village of Flossmoor as interim chief of the Fire Department.

No vote was required.

Mayor Braun referred to Agenda Item #2- Introduction and Swearing in of Police Officer Cepriana Monteleone

Mayor Braun administered the oath of office to new police officer Cepriana Monteleone.

No vote was required.

Mayor Braun referred to Agenda Item #3- Consideration of Appointment to the Zoning Board of Appeals

Mayor Braun introduced Alexander Williams to the Board. He asked the Board if they had any comments or questions. As there were none, he called for a motion to approve the appointment of Alexander Williams to the Zoning Board of Appeals. Trustee Driscoll so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #4- Consideration of Appointment to the Police Pension Board

Mayor Braun introduced Edward Konrath to the Board. He asked the Board if they had any comments or questions. As there were none, he called for a motion to approve the appointment of Edward Konrath to the Police Pension Board. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #5- Consideration of Appointment to the Public Art Commission

Mayor Braun introduced Jodie Lawrence to the Board. He asked the Board if they had any comments or questions. As there were none, he called for a motion to approve the appointment of Jodie Lawrence to the Public Art Commission. 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, Lofton, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Items #6 and #7– Consideration of a Resolution Requesting Temporary State Highway Closures for the Hidden Gem Half Marathon and Consideration of a Resolution Requesting Temporary County Road Closures for the Hidden Gem Half Marathon

Assistant Village Manager Allison Matson stated that these resolutions are necessary to ask IDOT and Cook County to issue a permit to close the streets for the Hidden Gem Half Marathon on September 11, 2021. The route will be similar to the 2019 race route. Allison stated that race director Sam Cutrara from Flossmoor's Future was available to answer any questions. Mayor Braun asked if there were any questions. There being none, he called for a motion to pass the resolutions requesting temporary state and county road closures for the Hidden Gem Half Marathon as presented. Trustee Mitros so moved, seconded by Trustee Lofton and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #8 – Discussion of the Fiscal Year 2022 Finance and Facilities Plan

Village Manager Bridget Wachtel discussed the FY22 Finance and Facilities Plan, which covers FY22-24. Included in the Board's packet is an overview memo and a draft of the Village's capital plan. This document is a great historical document and planning tool. You can see 20 years of capital improvements that the village has made, everything from roadways to water, sewer, parkway trees, sidewalks and grants. Many of the improvements have been paid for by cash on hand. The capital program not only outlines the next three years but also the projects that are beyond the next three years.

The 2021 General Obligation bond projects will begin in FY 22. The Berry Lane Drainage Improvements will be constructed in FY22 with a grant from the Army Corps of Engineers. The Village will need to match \$500,000 which will be allocated from bond proceeds if it can't be funded through a grant. We have also received a grant for green infrastructure. Phases 2 and 3 of the viaduct improvements will be completed over the next couple of years at a cost of \$4.74 million. We have been working through a preferred design which includes discussions with the HF Park District and School District 161. Construction would not begin until at least FY23 and extend in FY24. We continue to pursue grant opportunities through FEMA and DCEO. The more this is funded with grants, the more we can put toward streets. We have identified about \$5.3 million in street projects divided between FY22 and FY23. We are currently interviewing engineers through an RFQ process and once that work is complete, we will updating our PASER rating program and identifying which streets need to be included.

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The General Fund contribution is a point for discussion. We talked about this in March. For the past few years, we have allocated funds from the General Fund. In Fiscal Year 21, we allocated about \$150,000 on top of MFT funds. We moved forward with the MFT project but we have yet to do a second round that would use the \$150,000 set aside in the General Fund. We can carry that over to complete in FY22 or choose not to allocate any additional money from the General Fund. Discussion ensued. The Board decided to move forward with spending the \$150,000 in FY 22 and adding it to the planned projects in FY22.

We are also working on a new water supply through Homewood from Chicago Heights and there will be some infrastructure improvements to our system. We do know we are going to have to demolish the Sterling Avenue Water Tower, make improvements to the Vollmer Reservoir and complete some other improvements to make this possible. The final project cost will be dependent on what the contract terms look like. Trustee Williams asked if this meant that there was doubt on the contract. Bridget said we are expecting to come to the Board with an agreement. Trustee Lofton asked how long the project is expected to take. John answered that we have to take water by end of December 2022. Homewood has started construction on their transmission line from Chicago Heights. Trustee Bradley-Scott asked if there were any overlapping projects to make sure that we weren't doing any streets twice. We would not be doing any watermain work, so they would not overlap.

We are also working on the Hagen Lane and Douglas Avenue drainage projects. The engineering will be done this year and we will be doing construction in FY22. Most of the project will be funded by an MWRD grant.

There are a few projects that are contingent on grant or loan funding, including the downtown streetscape project. We are hopeful to receive grant money for engineering and construction. It is outlined in our work plan but we have not allocated any funding at this time. If we have a good chance of getting construction funding, we may want to pay for the Phase II engineering in order to position ourselves to receive construction funding. The Brookwood Bridge funding is in Phase II engineering. Construction is pending in Fiscal Year 23. We have received state road funds to offset the cost of this work. Finally, we are in line for the IEPA low interest loan for sanitary sewer rehabilitation in Flossmoor Hills and Highlands. Hopefully, we will receive that in FY22. Trustee Bradley-Scott asked if there is a time limit on completing construction for the CBD and Brookwood Bridge project to ensure we don't owe the engineering funding back. John answered that there is no requirement to pay the funding back even if we abandon the project.

Other projects planned include the water supply projects and the water meter replacement that we did not budget for FY22 but instead have targeted that work for FY23. For a while now, we have had the Dartmouth Bike Bridge in the budget, but have not been able to find a funding source. We are going to make application to Congresswoman Kelly for federal funding. The project includes the bridge and bank stabilization. Mayor Braun mentioned that we are expecting to receive the American Rescue Plan funds. We expect to receive that in two allotments estimated to total \$1.13 million as early as June. We will have until December 31, 2024. They can be used to offset negative revenue impact of the COVID pandemic, potentially this could be used for the municipal parking fund used to sustain the maintenance of the parking lots. We can also use it for the investment of water and sewer projects or for non-profits and businesses for eligible expenses. Water meters might not be eligible because they are not a capital improvement.

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Other projects include the replacement of the salt storage building in FY23 and we have the south commuter parking lot slated for FY24.

Trustee Hoag asked if any requests had been made for outdoor dining for the summer and whether it should be incorporated into the CBD design going forward. Bridget said an immediate concern would be the loss of parking. Trustee Lofton described the Rush Street area in Chicago which has been closed off to allow businesses to expand into the street. Bridget said it hasn't come up in the recent discussions with the business association.

No vote was required.

Mayor Braun referred to Agenda Item #9– Consideration of Water & Sewer Rate Changes

Finance Director Scott Bordui stated that the Water & Sewer Fund has two mandatory contract increases: the June 1 Chicago component and the July 1 component. The Chicago piece is .9% and the Harvey piece is 1.4%. Our net assets decreased but net unrestricted assets increased slightly. For FY21 our projection is about \$100,000 above our reserve level and at this point, we have an operating surplus budgeted in FY22. We have \$455,000 in the water supply system improvements in the General Fund in FY22. Our ratio of gallons billed to gallons pumped is sitting at 76% but a regression from the high point of 83% in 2019. Looking at our options for water and sewer rates, we have several. Option 1 is no increase. Option 2 is an accrual rate which represents an 8.5% increase. If we were funding depreciation in our rate, it would look like Option 2. Option 3 is a simple passthrough of the contractual increases. It is a 7 cent increase or .4%. Option 4 is a passthrough and the \$455,000 in the General Fund. That translates to a \$2 rate increase of 13.2%. Scott recommends Option 3 which is a simple passthrough. On average, it is about \$1.75 per quarter.

Mayor Braun asked if there were any questions and as there were none, he called for a motion to approve Option 3 for the water and sewer rate changes as presented. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #10– Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois Amending Flossmoor Municipal Code Chapter 25, Article 2

This is a housekeeping item recommended by the Village Attorney to address bidding in the Municipal Code. The language mirrors the statute.

Mayor Braun asked if there were any questions and as there were none, he called for a approve the ordinance amending Flossmoor Municipal Code Chapter 25, Article 2 as presented. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

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ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #11– Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois Authorizing the Purchase of Zoll Cardiac Monitors

Chief Berk presented the proposal to use the NPPGov joint purchasing contract to replace the Village's cardiac monitors for a total cost of \$64,344.20. Zoll monitors are recommended because they are compatible with our AEDs and other local department cardiac monitors. Trustee Williams asked if the compatibility would mean that we would be forever tied to Zoll. Chief Berk responded that at some point in time, we may look at a complete system change but it's not recommended at this time.

Mayor Braun asked if there were any questions and as there were none, he called for a motion to approve the resolution authorizing the purchase of Zoll Cardiac Monitors in the amount of \$63,344.20. Trustee Mitros so moved, seconded by Trustee Driscoll and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #12– Consideration of a Resolution Appointing Flossmoor's Fire representative to E-Com's 911 Operating Committee.

Bridget explained that the E-Com operating committee consists of the fire and police chief from each community. With the appointment of the new chief, we need to appoint Chief Kopec to the committee.

Mayor Braun asked the Board if they had any further questions or comments. As there were none, he called for a motion to approve the resolution appointing Chief Kopec as Flossmoor Fire Representative on the E-Com 911 Operating Committee. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #13– Consideration of an Agreement with Matthew O'Shea Consulting

The Village has used Matt O'Shea as a lobbyist for the past few years and is satisfied with the results.

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Mayor Braun asked the Board if they had any further questions or comments. As there were none, he called for a motion to directing the Village Manager to enter into an agreement with Matthew O'Shea Consulting. Trustee Mitros so moved, seconded by Trustee Lofton and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #14– Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois Approving an Intergovernmental Grant Agreement with the Illinois Environmental Protection Agency

Public Works Director John Brunke stated that village has been awarded a grant from the Illinois EPA Green Infrastructure program for the Berry Lane Drainage Improvements. The project will provide for the installation of permeable street pavers and underground detention. The cost is \$699,360 and the Village will commit \$207,022.46 for the matching portion.

Mayor Braun asked the Board if they had any further questions or comments. As there were none, he called for a motion to pass the resolution approving an intergovernmental agreement with the Illinois Environmental Protection Agency as presented. Trustee Bradley-Scott so moved, seconded by Trustee Williams and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #15– Consideration of an Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois

This is the regular renewal of the granting of emergency powers to the Mayor of the Village of Flossmoor, Cook County, Illinois, during the COVID-19 pandemic.

Mayor Braun asked the Board if they had any further questions or comments. As there were none, he called for a motion to approve the Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois as presented. Trustee Mitros so moved, seconded by Trustee Driscoll and passed by a roll call vote.

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

Mayor Braun referred to the Finance Committee – Presentation of Bills for Approval and Payment (March 5, 2021)

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Trustee Lofton made a motion to approve the payment of hand checks in the amount of \$1,790.81 and invoices in the amount of \$61,278.29. The motion was seconded by Trustee Driscoll and passed by a roll call vote.

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

Other Business:

Mayor Braun wished all of the candidates luck on their election campaigns.

Bridget shared that the Village is a finalist for the Governor's Hometown Award Cup. She also shared that the new resident event is scheduled for April 10, 2021.

Mayor Braun referred to Agenda Item #16 on the Agenda: A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition, and Litigation.

As there was a need to review executive session minutes and for an update on litigation Mayor Braun called for a motion to go into Executive Session. Trustee Lofton so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

The Board entered Executive Session at 8:58 p.m.

The Board returned to Open Session at 9:03 p.m.

As there was a need to review the minutes of executive session minutes Mayor Braun called for a motion to go into Executive Session. Trustee Bradley-Scott so moved, seconded by Trustee Williams and passed by a roll call vote.

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

The Board went into Executive Session at 9:08 p.m.

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The Board returned to Open Session at 9:10 p.m.

Mayor Braun referred to Item #17 on the agenda: Approval of Executive Session Minutes Held in 2017 and 2018.

Trustee Mitros made a motion to:

Immediately approve the executive session minutes dated October 16, 2017, May 21, 2018, August 20, 2018, and November 5, 2018 and release them on April 12, 2021;

Immediately destroy the audio recordings of the executive session meetings held on March 21, 2016, April 18, 2016, June 20, 2016, July 5, 2016, August 1, 2016, April 17, 2017, July 5, 2017, September 5, 2017, October 2, 2017, October 16, 2017, November 20, 2017, January 16, 2018, February 19, 2018, March 19, 2018, April 2, 2018, April 16, 2018, May 21, 2018, June 4, 2018, July 2, 2018, August 6, 2018, August 20, 2018, September 17, 2018 and November 5, 2018;

Immediately approve and keep confidential the executive session minutes dated April 17, 2017, July 5, 2017, September 5, 2017, October 2, 2017, November 20, 2017, January 16, 2018, February 19, 2018, March 19, 2018, April 2, 2018, April 16, 2018, June 4, 2018, July 2, 2018, August 6, 2018, September 17, 2018;

Trustee Williams seconded the motion, and it passed by a roll-call vote.

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

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, Lofton, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

The Regular Meeting was adjourned at 9:13 p.m.

Respectfully Submitted,

Allison Matson
Allison Matson
Deputy Village Clerk