

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON FEBRAURY 17, 2020

VILLAGE HALL

FEBRUARY 17, 2020

7:30PM

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

Mayor Braun directed Village Manger, Bridget Wachtel to take roll.

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

ALSO PRESENT: Bridget Wachtel, Village Manager; Allison Matson, Assistant Village Manager; Kathi Orr, Village Attorney; Tod Kamleiter, Chief of Police; Keith Damm, Assistant Fire Chief; John Brunke, Director of Public Works; Dan Milovanovic, Assistant Public Works Director; Scott Bugner, Building and Zoning Administrator; 4 Citizens Present

APPROVAL OF THE MINUTES OF THE MEETING HELD ON FEBRUARY 3, 2020

Mayor Braun asked the Board if they had any changes or comments. He called for a motion to approve the minutes of February 3, 2020. Trustee Driscoll so moved, seconded by Trustee Kimmons, and passed by a voice vote.

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

ABSENT: None

ABSTAIN: None

NAYS: None

CITIZENS WISHING TO ADDRESS THE BOARD:

No citizens wished to address the Board

REGULAR BOARD AGENDA ITEMS:

Mayor Braun referred to Agenda Item Number # 1: Presentation of the Green Commission Annual Report

Carrie Malfeo, Vice Chair of the Green Commission addressed the Board. She expressed her thanks for the opportunity to provide an update to the Board and noted that the Commission would like to begin doing annual reviews with the Board on goals and objectives. She outlined the various initiatives that the commission has embarked upon in order to cultivate community values of sustainability. Such initiatives include the Flossmoor Seed Library, Recyclepalooza (going on 8 years), Flossmoor Fest, and general education and outreach. Future initiatives include Recyclepalooza reduction data and a block party zero waste best practices tip sheet. In addition to these efforts, they have also purchased a box from Terracycle, a company that recycles items that are difficult to recycle. During Flossmoor Fest, the Green Commission actively strives for zero waste through recycling options and conversation with vendors. Arbor Day will represent a day to encourage the planting of new trees, and the Commission has also enlisted the help of volunteers to help neighborhood clean-up. The beekeeping ordinance is another

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effort that has been successful. Homewood-Flossmoor High School provides a student liaison for the Green Commission and last year eliminated Styrofoam from the cafeteria. These sustainable efforts and student liaison programs will continue.

Mayor Braun thanked her for the presentation and thanked the Green Commission in general for their continued efforts and support.

No vote was required.

Mayor Braun referred to Agenda Item #2: Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois Amending Chapter 200, Article 4, and Chapter 150, Article 4 of the Village of Flossmoor Municipal Code (Beekeeping)

Scott Bugner, Building and Zoning Administrator addressed the Board to update the Board on the proposed Ordinance regarding Beekeeping in Flossmoor. In 2019, the Board discussed beekeeping and directed staff to prepare an ordinance. The proposed regulations include an annual registration of \$75, a cap on the number of aviaries in Flossmoor of eight, neighbor permission and prohibition within 150 feet of a school or park, a flyway required within five feet of the hive openings, the authority of the Village to enter the property for the purpose of inspection and the authority to revoke the registration.

Mayor Braun inquired about the regulation for the notification of neighbors adjacent to any potential beekeeper. Mr. Bugner responded that forms will be created that the potential beekeeper must fill out in order fulfill the regulations.

Trustee Williams commented that she believes the Ordinance is very thorough. Building and Zoning will manage the regulations and registrations. Trustee Hoag commented that he believes the Ordinance is excellent but wants to ensure that staff stays on top of enforcing the regulations.

Mayor Braun called for a motion to approve an Ordinance of the Village of Flossmoor, Cook County, Illinois Amending Chapter 200, Article 4, and Chapter 150, Article 4 of the Village of Flossmoor Municipal Code (Beekeeping) as presented. 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 referred to Agenda Item #3: Consideration of the Advancement of a Class 8 Tax Abatement Renewal Application

Mr. Bugner addressed the Board. The Village is in receipt of a petition for a Class 8 tax abatement renewal from the Alliance Real Estate Properties, LLC for the Premier Center located at 19801 Governors Highway. Attorney Orr explained that the Board has had a policy of not approving renewals

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of Class 8 tax abatements; however, the Village approved the renewal for Ingalls which included a reimbursement to the Village for the Village portion of the property taxes. In Ms. Orr's opinion, once the Board opened the policy for one applicant, it needs to consider all future renewal requests.

Mayor Braun commented that this would be similar to the Class 8 status that was given to Ingalls. In part, the reason why it was given to Ingalls was because Ingalls agreed to terms that would ensure no extra tax burden on residents. The current applicant is also amenable to this solution.

Trustee Hoag said he has no issue with allowing this candidate to come to the Board to plead his case. Trustee Mitros agreed. Trustee Williams noted that staff should ensure that the applicant understands that just because the applicant comes before the Board does not mean the request has been approved. The Board discussed that the purpose of denying these requests was to prevent the Village from moving from aiding a business at the beginning versus subsidizing a business after it has been established.

No vote was required.

Mayor Braun referred to Agenda Item #4: Consideration of Bid Results for the Village Hall Municipal Complex Improvements

Dan Milovanovic, Assistant Public Works Director addressed the Board. He informed the Board that Staff has been working with the Linden Group Architects to develop a plan for remodeling the Village Hall Municipal Complex to address such issues as front desk security, locker room and bathroom improvements, carpet replacement throughout the complex and ADA accessibility improvements. In December, the bids received were much higher than expected. Staff and the Linden Group met with the two lowest bidders and several areas of project savings were identified through change of materials and potentially scope of work. Staff believes that the best approach would be to reject all bidders, revise project scope, and rebid the project. With that in mind, Public Works Staff is recommending that the Board reject the bids.

Mayor Braun called for a motion to reject the bids received for the Village Hall Municipal Complex Improvements. 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 referred to Agenda Item #5: Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois Amending the Flossmoor Municipal Code Relating to Small Wireless Facility

John Brunke, Public Works Director informed the Board that due to the increase in personal wireless telecommunication services throughout the country, municipalities are starting to receive requests for the placement of small wireless facilities on utility poles in our public right-of-way. Staff has worked with Village Attorney Orr to develop an ordinance that will help regulate the permitting of these utility

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installations. The ordinances in Homewood and Oak Forest have been reviewed for comparison. Staff has developed an ordinance for the Board's consideration and approval that will regulate height, size, and application fees.

Village Attorney Orr stated that by state law, the Village cannot refuse the installation of these wireless facilities; the best the Village can do to control the installation is through these regulation ordinances.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve an ordinance amending the Flossmoor Municipal Code Relating to Small Wireless Facility as presented. Trustee Mitros so moved, seconded by Trustee Williams and passed by 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 #6: Consideration of a Contract Award for the Flossmoor Hills-Highlands Sanitary Sewer Assessment

John Brunke, Public Works Director informed the Board that as a part of the Metropolitan Water Reclamation Districts Inflow & Infiltration Control Program, Staff has been working to meet the program requirements of our sanitary sewer collection system maintenance activities to control the inflow and infiltration of private stormwater management devices (i.e. sump pumps) into the public sanitary sewer system.

Baxter & Woodman Consulting Engineers has submitted a proposal to complete this work for the Village in the Flossmoor Hills-Highlands area as part of our preparation of the Phase IV Sanitary Sewer Rehabilitation Program. The consultants have completed the Village's required plans for the MWRD and are also working on the Phase 4 Sanitary Sewer Rehabilitation Project. The total not-to-exceed proposal is for \$115,600 with \$42,700 of the work occurring during the FY20, and \$72,900 of the work occurring during FY21. Included in the FY20 budget is \$50,000 for Sewer System Maintenance. A budget amendment in the amount of \$42,700 will be needed to move forward.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the contract with Baxter & Woodman Consulting Engineers for the Flossmoor Hills-Highlands Sanitary Sewer Assessment and a budget amendment in the amount of \$42,700. Trustee Driscoll so moved, seconded by Trustee Bradley-Scott and passed by 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 #7: Presentation of Strategic Plan Update (Third Quarter FY 2020)

Bridget Wachtel, Village Manager, presented the progress on the strategic plan initiatives. The plan was adopted in September 2017. Over the course of the last quarter, a great deal of focus has been on finances and services as well as infrastructure. Staff continues to work with our lobbyist to push for Capital Bill dollars for the projects that are relevant to Flossmoor. Some verbal commitments have been given and Staff is hopeful that those will come to fruition. The Village Board also approved the 3% tax on cannabis sales, which will be beneficial to the Village in the long run should a business locate in Flossmoor. A grant for the replacement of SCBA was also received for Flossmoor's Fire Department which represents a significant financial savings for the Village's Capital Equipment Fund. Working toward a final solution for an alternate water source is also a top priority for the Village.

Assuming the Village Board is committed to a referendum for street maintenance in the fall, staff will begin developing an information campaign for the referendum. Storm water management is also of the highest priority. Staff continues to identify grant opportunities and remains in front of our legislators for potential funding to assist the Village with these projects.

For the strategic priority of business, the Village welcomed the PetIQ store at Meijer. The Dunkin' Donuts project is moving forward and there is a new tenant, Glow Salon and Spa, for the former Marc Alan space in Flossmoor Commons.

On the matter of Diversity, our most recent MLK Day of Service included the most service projects Flossmoor has had with 20 projects hosted on that day. The Village launched a supplier registration form on its website that will allow vendors to identify themselves to be included in any future bids. Public Works is also working to increase minority and women owned vendor contract opportunities.

Trustee Williams asked Staff to identify the various organizations for Women and Minority Vendors so that they are aware of these opportunities. Assistant Village Manager Matson noted that she will do so.

Training and learning opportunities for staff and elected officials remains a top priority to ensure inclusion and promote diversity.

Staff is also focused on attracting homebuyers. Tiny Bold Creative is working with Staff to create and launch a marketing campaign. Staff also continues to work with ProChamps to register and manage vacant and foreclosed properties. Through the FEMA flood insurance program, the Village has maintained a rating of 7. This rating provides residents with discounts for flood insurance for private property. Staff also is promoting the 2020 Census to ensure that every resident is counted which will greatly aid the Village in state and federal funding dependent upon a per capita requirement that will benefit the community as a whole.

All of these projects have long term schedules associated with them and Staff remains diligent on maintaining the momentum of these initiatives.

Trustee Williams commented that the owner of the Dunkin Donuts that is coming to Flossmoor is very much looking forward to the opportunity. Trustee Kimmons inquired about any recent updates regarding

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the vacant business properties in Flossmoor Commons and downtown. Mayor Braun noted that those properties have been broadcast but no positive responses have come in as of yet. Trustee Hoag inquired if the marketing campaign will also focus on business opportunities. Ms. Wachtel responded that the majority of the focus of the marketing campaign is residential. The Board noted that the search for businesses is a complicated and long process.

Mr. Bugner updated the Board and noted that the owners of Flossmoor Commons will be working on several improvements this spring. Trustee Hoag asked that Staff stay on top of marketing to businesses to help fill the vacant properties.

Trustee Driscoll noted that he has been approached by several members of the LGTBQ community and stated that perhaps the Village could be open to other types of activities for June vs. a concert which is very similar to Homewood's event. The Mayor and the Board discussed having meetings to plan events and post-event meetings to discuss what worked and what didn't in order to better tailor future events. Ms. Matson noted that these discussions are held at the Community Relations meetings.

The Board thanked Ms. Wachtel for the report.

FINANCE COMMITTEE:

Trustee Williams reviewed hand Checks and invoices. Trustee Williams made a motion to approve hand checks in the amount of \$2,770.01 and invoices in the amount of \$427,377.00 for a total of \$430,147.01. 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
ABSTAIN:	None
NAYS:	None

OTHER BUSINESS:

Mayor Braun emphasized that it is critical that all residents of Flossmoor complete the Census. Ms. Matson noted that there will be a meeting for volunteers who wish to help with door hangers on February 25.

Trustee Mitros congratulated the Board on Staff on paying off the IEPA loan for the Phase I Sanitary Sewer Improvements and noted that we are close to paying off the remaining two loans after 20 years. He emphasized that this Board has been highly focused on infrastructure improvements for over 25 years.

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Mayor Braun referred to item #9 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.

Mayor Braun called for a motion to adjourn the meeting. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a voice vote.

The meeting adjourned at 9:15p.m.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk