

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE RESCHEDULED REGULAR  
MEETING OF THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON JANUARY 21, 2020

VILLAGE HALL

JANUARY 21, 2020

7:30 PM

*Mayor Braun called the meeting to order at 7:31pm.*

*Mayor Braun directed the Village Clerk, Ananda Billings, to take Roll Call.*

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

*ALSO PRESENT: Bridget Wachtel, Village Manager; Allison Matson, Assistant Village Manager; Scott Bordui, Finance Director; Kathi Orr, Village Attorney; Tod Kamleiter, Chief of Police; Keith Damm, Assistant Fire Chief; John Brunke, Director of Public works; Ananda Billings, Village Clerk; No Citizens Present*

*APPROVAL OF THE MINUTES OF THE MEETING HELD ON JANUARY 6, 2020*

*Mayor Braun asked the Board if they had any changes or comments. Mayor Braun called for a motion to approve the minutes of January 6, 2020. Trustee Bradley- Scott so moved, seconded by Trustee Driscoll, and passed by a voice vote.*

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

*ABSENT: Trustee Williams*

*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: Consideration of a Resolution Appointing Flossmoor's Public Safety Representative to E-Com's Board of Directors*

*Manager Wachtel stated that each E-Com member agency has two appointments to the Board of Directors. In Flossmoor that has been the Village Manager and one of two public safety chiefs. With Fire Chief Chris Sewell retiring, staff is recommending Police Chief Tod Kamleiter to the position.*

*Mayor Braun asked the Board if they had any questions and as there were none, he called for a motion to approve a resolution appointing Flossmoor's Public Safety Representative to E-Com's Board of Directors. Trustee Mitros so moved, seconded by Trustee Driscoll and passed by roll call vote.*

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

*ABSENT: Trustee Williams*

*ABSTAIN: None*

*NAYS: None*

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Mayor Braun referred to Agenda Item #2: Consideration of Approval of Bad Debt Write-Off Policy

Scott Bordui, Finance Director, presented the policy for consideration. Annually, the Village compiles a list of uncollectible water/sewer accounts and a list of uncollectible accounts for items that are invoiced. The lists have always been presented to the Board for formal approval of the write-offs. Per Village Attorney Kathi Orr's advice, the write-offs could be achieved administratively through a Board approved policy. Mr. Bordui noted that the write-off criteria has not changed. The uncollectible lists will still be required to be prepared at least annually and will require approval of both the Village Manager and the Finance Director. There will also be a required reporting mechanism to communicate the write-offs to the Village Board.

Mayor Braun noted his concern regarding the Village's commercial accounts and asked Mr. Bordui if the Village would be notified prior to any write-off approval. Village Attorney Orr explained that in most cases, commercial accounts are not written off because the water can be shut off.

Trustee Mitros asked Mr. Bordui to notify the Board once a collection rate reaches a certain threshold. Mr. Bordui agreed, stating that following the write offs, a report will be provided through the Manager's Report.

With no further questions, Mayor Braun called for a motion to approve the Bad Debt Write-Off Policy, as presented. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by roll-call vote.

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

Mayor Braun referred to Agenda Item #3: Consideration of a Capital Equipment Replacement Purchase of a Combination Loader-Backhoe

Public Works Director John Brunke addressed the Board. As a part of the Fiscal Year 2020 budget preparation, staff requested and the Village Board approved a \$100,000 for the replacement purchase of one Combination Loader-Backhoe. Staff contracted a vendor that offers Sourcewell pricing and received a quote on a Case model combination loader-backhoe. The loader-backhoe (T-20) due for replacement was purchased in 2011 and is on an eight-year replacement schedule. It is primarily assigned for streets and grounds maintenance purposes and is also critical for the Village's snow removal operations for salt loading, clean-up in parking lots, and cul-de-sacs. The T-20 will be traded-in with the purchase of the new loader-backhoe. The Village Mechanic has recommended the replacement at the time to avoid costly repairs and maintenance on the loader in the future.

The cost is \$109,296.00 and the trade-in is valued at \$29,000.

With the addition of approximately \$300 for logos and lettering, the total cost, not including trade-in value will be approximately \$9,296.00 over the initial budgeted amount. However, other expenditures in this budget line are projected to come in under the budgeted amounts which will offset the need for a budget amendment. The trade in of the T-20 will also offset this purchase.

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Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the purchase of the 2020 Case 580N in Loader-Backhoe in a not-to-exceed amount of \$109,296 and accept the trade-in amount of \$29,000 for T-20 from McCann Industries, Inc. of Schererville, Indiana. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by roll call vote.

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

Finance Committee

Trustee Mitros presented the Claims List. Trustee Mitros made a motion to approve the payment of hand checks in the amount of \$5,033.06 and invoices in the amount of \$351,180.54 for a total of \$356,213.60. The motion was seconded by Trustee Kimmons and passed by roll-call vote.

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

OTHER BUSINESS:

Mayor Braun started by sending out a big Thank You to Nicole Brookens for helping to organize the Martin Luther King Day of Service for 20 different projects. The many service events around the Village were a great success.

Mayor Braun then commented that as was listed in the Manager's Report, the recent Homewood, IL sewer failure which flooded a resident's home has drawn quite a bit of attention and negative press to Homewood and asked the Board if perhaps the Village should consider a protection for its citizens that would provide financial assistance to any affected homeowner should a similar situation happen in Flossmoor. The Mayor and Village Manager Wachtel had discussed this matter and thought a policy should be written in case of this type of disaster. Trustee Mitros commented that this is a difficult path to take as it would be hard to draw a line between what costs the Village should cover and what would be the homeowner's responsibility. As the policy is now, a situation similar to the one in Homewood would not be covered by Flossmoor. Trustee Mitros and Trustee Hoag noted that homeowners can purchase insurance for such an incident. There are various insurance policies available but it would be worth looking into as such policies might not cover all damage.

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Village Manager Wachtel noted that she would like to revisit the matter of the Village Stickers and the development of a policy for the gratis program. Historically, the Village has provided one free vehicle sticker to all Flossmoor volunteers, including Board members, both past and present. She noted that the current practice is a nice way to thank our volunteers at a relatively low cost to the Village. Trustees Hoag and Trustees Bradley-Scott commented that perhaps the Village could only issue a free sticker to current volunteers and not past volunteers. This will be up for discussion again at a future meeting.

Trustee Hoag inquired about the parcel on Flossmoor Road near the downtown and what efforts were underway to develop it. Ms. Wachtel noted that although they do not have any news to report, they will be following up with developers for a mixed use development.

The Flossmoor Country Club's recent sale to a new owner was brought to the Board's attention, and Mr. Brunke was asked if development could be a potential on the property. He commented that some portion of the property is developable, and he will look into the matter.

Ms. Wachtel noted that the Board will need to review the write up about the Village's sponsored events as the Village will need to consider the quantity and quality of the events going forward and what resources are allocated to each.

Trustee Kimmons noted that the BMW Classic is upcoming and the Board should consider what to do in the event that homeowners rent out their homes to attendees, and what rules should be in place regarding this. Currently, the Village does not permit temporary rentals.

Mayor Braun referred to item #4 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 Driscoll so moved, seconded by Trustee Kimmons and passed by roll-call vote.

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

The meeting adjourned at 8:09pm.

Respectfully Submitted,

*Ananda Billings*

Ananda Billings  
Village Clerk