

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON NOVEMBER 2, 2020

VILLAGE HALL

NOVEMBER 2, 2020

7:30pm

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

Village Clerk Ananda Billings took role.

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

ALSO PRESENT: Village Manager Bridget Wachtel, Asst. Village Manager Allison Matson, Finance Director Scott Bordui; Police Chief Tod Kamleiter, Fire Chief Greg Berk; Public Works Director, John Brunke, Village Attorney Kathi Orr

CITIZENS PRESENT: Mayor Braun requested that any citizens who wished to identify themselves do so, along with their address for the Village Clerk.

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 pursuant to public act 2020-0640, the requirement of the members of the public body to be physically present has been suspended so long as it is not practical or prudent due to the state of emergency in Illinois and the outbreak of COVID-19. Mayor Braun believes it is not practical or prudent to allow in person gatherings due to the coronavirus pandemic, however Village Manager Wachtel will be present at the Village Hall for the meeting this evening. 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.

Lakshmi Emory and Michelle Nelson self-identified. Ms. Nelson offered congratulations to Mr. Lofton and thanked him for his service.

Approval of the Minutes of the Regular Meeting Held on October 19, 2020

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to approve the minutes of October 19, 2020. Trustee Hoag so moved, seconded by Trustee Williams, and passed by a roll call vote.

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

ABSENT: None

ABSTAIN: None

NAYS: None

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Approval of the Minutes of the Special Meetings Held on October 21 and October 26, 2020.

These meetings were held with the purpose of educating the public on the upcoming November 3 Streets and Sidewalks referendum.

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to approve the minutes of the Special Meetings Held on October 21 and October 26, 2020. Trustee Hoag so moved, seconded by Trustee Driscoll, and passed by a roll call vote.

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

Citizens Present Wishing to Address the Board

None

The Mayor referred to Agenda #1 – Consideration of Mayoral Appointment of George Lofton to Vacant Elected Office

As Gyata Kimmons recently resigned from the Board of Trustees, the law requires an appointment to the seat until the next election in April. Mayor Braun is appointing George Lofton. Mr. Lofton is a long-time resident of Flossmoor (since 2005) and has held an active role in volunteering for his community through various organizations and serves on many Boards throughout Chicagoland. Mr. Lofton noted that he and his family look forward to this opportunity and he is excited to give back to the community.

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to approve the appointment of George Lofton to the vacant elected office of Village Trustee. Trustee Williams so moved, seconded by Trustee Mitros, and passed by a roll call vote.

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

Village Clerk Ananda Billings administered the Oath of Office to Trustee Lofton.

Mayor Braun referred to Agenda #2: Consideration of the Approval of the 2020 Tax Levy Estimate

Finance Director, Scott Bordui presented the 2020 Tax Levy Estimates to get approval for the direction the Board wishes to take so that they can formally present the final Tax Levy at the December 7th Board Meeting.

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The Village's 2020 tax levy calendar which was established back in September listed the November 2, 2020 Board Meeting as the date to discuss and formally establish the estimated 2020 tax levy. Adoption of an estimated levy at the November 2 meeting will allow the Village to approve the final levy at the December 7, 2020. There are some key points out of the 2019 extension. In 2019, there was a pattern of large refunds as a result of the 2017 reassessment year, so collections are down as a result. We also saw a 6% drop in the EAV, which is now below the 2005 level. There was very little new property with no new developments. There was also continuation of the Cook County market adjustment which continues 10 years after it was included in their ordinance. Our 2019 tax rate went up by 8.6% even though the dollar amount was a 1.4% increase. That's a function of the math with declining EAV.

For 2020, there is new legislation for the pension consolidation. It effectively takes the assets of downstate police and fire pension funds and puts them into one fund for each group. CPI is 2.3%, up slightly from 1.9% last year. There is very little new property. We do not have any new developments built into the tax levy. The Center for Dental Excellence does not bring much into the EAV because of the Class 8 status and the new Dunkin Donuts has not been permitted, so it is not included. As far as cost assumptions, we are in the same place as last year where we have unlevied costs for the third year in a row. It means that because of tax caps, we are unable to levy all the way up to our cost assumptions. There is some good news in the levy. Our IMRF levy went down; however, all of our other non-ceiling lines have rather large increases. As a result, our ceiling lines of general corporate, police protection and fire protection are below our cost assumptions. This is not sustainable for our tax levy. For police and fire pensions, they are 23.3% of the levy. Conversely, IMRF is 4.3% of our levy. We have been funding the police and fire pensions levies at the expense of our general corporate levy.

A public hearing will not be required because the levy is less than a 5% increase.

Mr. Bordui then presented three approaches for the Tax Levy. He recommended Option 1, Approach 3 which would represent a total village increase of 1.44%. This approach would allow the Village to fully fund the non-ceiling lines including the pensions and gets the Village under the cap. This estimate will need to be approved in order to move forward.

Mayor Braun noted that he was stunned by the pension situation. Mr. Bordui noted that there are several factors that affect this. Some of it is a function of additional staffing cost due to new hires in the fire department and police department. There is also legislation being discussed in Springfield that would reconsider the requirement to have pension funds fully funded. However, due to the COVID-19 pandemic, this has been put on hold. Mayor Braun suggested we consider reducing the pension lines to what is required by law and levy more in other lines. Mr. Bordui stated that this would exacerbate the current challenged position of the funds. If you underfund this year, the amount would be higher next year. Mayor Braun asked each Trustee for their input on this. All Trustees supported Mr. Bordui's recommendation.

Trustee Driscoll asked if we could get by with the Mayor's recommendation. Mr. Bordui noted that this would only compound what contributions would look like in the future and feels it is prudent to follow the actuarial recommendations.

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Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the 2020 Tax Levy Estimate Option 1 Approach 3 as presented. 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

Mayor Braun referred to Agenda Item #3: Consideration of an Award of Contract and Budget Amendment for Design Engineering Services for the Hagen Lane and Douglas Avenue Drainage Improvements

Mr. John Brunke, Public Works Director addressed the Board. In February 2020, Public Works Staff worked with Baxter & Woodman Consulting Engineers on an application submittal to the Metropolitan Water Reclamation District (MWRD) for consideration of the Hagen Lane and Douglas Avenue Drainage Improvements Project in the District's Stormwater Partnership Program. On August 28, 2020, the Village received notification that the project was selected by the MWRD for participation in the program. The next steps in this program are to negotiate the Intergovernmental Agreement (IGA) with the MWRD and start the design engineering for the project so that it can be bid and constructed in 2021. The Hagen Lane and Douglas Avenue Drainage Improvements Project involves the installation of storm sewer infrastructure to rear yard areas behind 2118-2128 Hagen Lane and 1022 Douglas Avenue, to reduce flooding during heavy storm events and prevent structure flooding and property damage. The total estimated cost for this project is \$904,000, and the Village committed matching funds in the amount of \$150,000 towards the project with the remaining funds of \$754,000 being requested from the MWRD. The Village's matching funds were required by the MWRD to be considered for the program approval. The matching funds are intended to cover the engineering, land acquisition if applicable, operations, maintenance, and other non-construction related costs for the project. The next step in this project is to complete the design engineering.

The total not-to-exceed cost of the proposal is \$58,000, which represents 7.3% of the project construction cost. Staff has reviewed this proposal and feels it is in line with the amount of work needed to complete this part of the project. In addition, Baxter & Woodman completed the conceptual design work and storm water modeling for this project, and it would not be cost effective to consider another consultant for this project moving forward. In order to stay on schedule for construction to occur in the summer of 2021, the design engineering should start soon.

A budget amendment is required for this project since it was not included in the current budget document. The design engineering contract should be completed by the end of this fiscal year and \$58,000 will need to be expended. The Storm Sewer Fund does not have sufficient fund balance to cover this expense, so the General Fund will need to be considered. This project does not qualify for use of the Rebuild Illinois Funds because this funding cannot be used for work on private property and this project predominantly involves work on private property on public easements. Therefore, Staff recommends that a new budget

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line, Hagen Ln. & Douglas Ave. Drainage - Engineering, 01-55-7-775, be created and the budget be amended to \$58,000.

Mayor Braun offered a big congratulations to Mr. Brunke and staff for securing the grant. He then asked if because Baxter and Woodman did the preliminary work, that precludes us from going to bid. Mr. Brunke offered that because of the work Baxter and Woodman have completed, we were able to receive the grant work. We typically do not go out to bid on consultant work and because they have the preliminary work completed it would be prudent to continue to work with Baxter and Woodman.

Trustee Williams inquired about the timeline for the next step in the approval process and Mr. Brunke responded that the next phase should begin in a few months. Trustee Driscoll asked if the work would begin next summer and Mr. Brunke answered that this is the expectation. Trustee Bradley-Scott inquired as to how long the work would take to complete. Mr. Brunke answered that they expect it to be about six months.

Trustee Lofton asked Mr. Brunke how this will impact residents as the construction will occur in the summer. Mr. Brunke noted that there will be some disruptions due to the project but they will do what they can to minimize the disruption.

Mayor Braun asked the Board if they had any further questions and as they did not, he called for a motion to approve the award of Contract and Budget Amendment for Design Engineering Services for the Hagen Lane and Douglas Avenue Drainage Improvements. Trustee Bradley-Scott 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 referred to Agenda Item #4: Consideration of an Ordinance Granting Emergency Powers to The Mayor of the Village of Flossmoor, Cook County, Illinois

This is the renewal of the ordinance granting emergency powers to the Mayor of the Village of Flossmoor during the COVID-19 pandemic.

Mayor Braun asked the Board if they had any further questions and as they did not, 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 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

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Mayor Braun referred to the Finance Committee – Presentation of Bills for Approval and Payment (November 2nd, 2020)

Trustee Mitros made a motion to approve hand checks in the amount of \$1,326.76 and invoices in the amount of \$1,379,126.77 for a total of \$1,380,453.53. The motion was 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

Other Business:

Tomorrow November 3rd is the national election. Mayor Braun urged everyone who hasn't voted to vote.

He also wished to call attention to the Manager's Report specifically with regards to dealer stickers on a back window of a truck. He then asked if Staff should bring this to the Board for review at the next session. Ms. Wachtel noted that this has to do with the commercial vehicle provision of the parking code. They came up with modified language to address this and it will need to be reviewed by the Plan Commission first during the December meeting and then reviewed by the Board in January.

Mayor Braun also commented that he and Staff are working with the business communities in Flossmoor to address the Illinois Tier 1 restrictions to reduce coronavirus transmission by restricting indoor gatherings and indoor dining. Trustee Driscoll commented that some other towns are not following these restrictions. Mayor Braun responded that the situation is tough but there is no enforcement for this. Although some cities are not pushing these regulations, it is not up to the Village to regulate these measures but rather support the businesses as best they can. The Village insurance carrier informed the village that they cannot take a position on this.

Trustee Williams commented that it is a shame we do not have the resources to support our businesses on a national level, like we see happening in Germany. Trustee Mitros noted that the Flossmoor Brewery has igloos on the balcony for outdoor warmer dining but you will need to call in advance for a reservation.

Trustee Bradley-Scott informed the Board that Governor Pritzker has announced a new grant program for businesses to offset the cost of COVID-19 restrictions.

Mayor Braun referred to Agenda Item #5 on the Agenda: A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition, and Litigation.

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There was no need to go into 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 Driscoll 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 ended at 8:45pm.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk