

**MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF FOREST VIEW
VILLAGE HALL – BOARD MEETING ROOM
March 22, 2022**

1. CALL TO ORDER:

The regular board meeting of the Village of Forest View was called to order by Village President Miller at 7:02 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

Present: Trustees Grossi, Hubacek, Ramirez,
Absent: Trustee Liska, Sudkamp, Nevarez

4. APPROVAL OF PREVIOUS MINUTES:

That the minutes of the regular board meeting of March 8, 2022 be approved as read:

Motion: Trustee Grossi
Second: Trustee Sudkamp

Yes: Trustees Hubacek, Ramirez, Nevarez (arrived at 7:06 p.m.), Grossi
Absent: Trustees Liska, Sudkamp
Motion Carried.

5. REPORTS OF EXPENDITURES:

- A. To approve the village payroll in the gross amount of \$ 109,632.31. This payroll covers the period from March 16 through March 31, 2022, for regular full-time employees. Also covered is the Officials payroll from March 1- March 31, 2022, and the part-time payroll from Mar 1 – Mar 15, 2022.
- B. To approve the accounts payable as listed in the amount of \$ 90,579.70.
- C. Total Expenditures: \$ 200,212.01

Motion: Trustee Hubacek
Second: Trustee Ramirez

Yes: Trustees Hubacek, Ramirez, Nevarez, Grossi,
Absent: Trustees Liska, Sudkamp

March 22, 2022

Motion Carried.

6. TREASURERS REPORT FOR FEBRUARY 2022:

Revenues	\$	377,479.95
Expenditures	\$	<u>370,512.27</u>
Revenues Exceeds Expenses	\$	6,967.68

Action Requested: None, informational only.

7. DEPARTMENTAL CORRESPONDENCE:

Agenda Item # 1 - Letter from Administrator Dropka informing the Board of the Azavar Audit Solutions findings related to Nicor and ComEd and is proposing multiple changes and updates. A representative from Azavar will be at the meeting to help address this issue and answer any questions. Administrator Dropka is requesting the board to approve Ordinance No. 22-10 amending Title 3 of the Forest View Village Code by adding Chapter 16B, "Municipal Gas Use Tax" and to approve Ordinance No. 22-11 an Ordinance amending Title 3, Chapter 16A, of the Forest View Village Code.

Action requested: Motion to approve Ordinance No. 22-10 amending Title 3 of the Forest View Village Code by adding Chapter 16B, "Municipal Gas Use Tax".

To Approve Agenda # 1 - Ordinance No 22-10

Motion: Trustee Ramirez

Second: Trustee Hubacek

Yes: Trustees Ramirez, Nevarez, Grossi, Hubacek

Absent: Trustees Liska, Sudkamp

Motion Carried.

Action Requested: Motion to approve Ordinance No. 22-11 an Ordinance amending Title 3, Chapter 16A, of the Forest View Village Code.

To Approve Agenda # 1 – Ordinance No. 22-11

Motion: Trustee Ramirez

Second: Trustee Nevarez

Yes: Trustees Nevarez, Grossi, Hubacek, Ramirez

Absent: Trustees Liska, Sudkamp

Motion Carried.

Agenda Item # 2 – Letter from Administrator Dropka discussing Resolution No. R22-02 authorizing the submittal of an application for funding of roadway improvements through the surface transportation program on 46th Street from Harlem Ave to Oak Park Ave which also includes the RTA bus route.

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Action Requested: Motion to approve Resolution R 22-02 authorizing the submittal of an application for funding of roadway improvements through the surface transportation program on 46th Street from Harlem Ave to Oak Park Ave.

To Approve Agenda # 2

Motion: Trustee Hubacek

Second: Trustee Grossi

Yes: Trustees Nevarez, Grossi, Hubacek, Ramirez, Nevarez

Absent: Trustees Liska, Sudkamp

Motion Carried.

Agenda Item # 3 – Letter from Administrator regarding the current Administrative Tow Fees in the amount of \$500.00 that was approved in an Ordinance in 2010. After conducting a comparison of the total numbers of tows and fees paid between Forest View and other towns; Chief Stelter requested that we increase the tow fee amount to \$750.00 and is requesting the board to approve Ordinance No. 22-12 amending sections 9-5-4 and 9-5-5 of the Forest View Village Code.

Action Requested: Motion to approve Ordinance No. 22-12 amending sections 9-5-4 and 9-5-5 of the Forest View Village Code and increase the Administrative Tow fees to \$ 750.00.

To Approve Agenda # 3

Motion: Trustee Hubacek

Second: Trustee Ramirez

Yes: Trustees Hubacek, Ramirez, Nevarez, Grossi

Absent: Trustees Liska, Sudkamp

Motion Carried.

Agenda Items # 4 – Letter from Chief Stelter requesting permission to classify two police vehicles as surplus and allow him to sell a 2007 Ford Crown Victoria and 2015 Ford Taurus. Chief Stelter is recommending that the Board take action to classify the vehicles as surplus and authorize the Chief to sell the vehicles and requesting to approve Ordinance No. 22-09 authorizing the sale or disposal of certain surplus property.

Discussion ensued that the 2007 Crown Vic is old and the 2015 Taurus has a new battery but does not have a back seat. Chief Stelter stated that the vehicles will be sold at blue book value.

Action Requested: Motion the board to classify the vehicles as surplus and authorize the Chief to sell the vehicles and motion to approve Ordinance No. 22-09 authorizing the sale or disposal of certain surplus property.

To Approve Agenda # 4

Motion: Trustee Hubacek

Second: Trustee Ramirez

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Yes: Trustees Hubacek, Ramirez, Nevarez, Grossi

Absent: Trustees Liska, Sudkamp

Motion Carried.

Agenda Item # 5 - Letter from Superintendent of Public Works & Water/Building Commissioner requesting to look into installing three (3) industrial meters to be installed at the Public Works garage, MWRD property known to us as Lake River and at the Kinder Morgan Facility. Quotes were provided by HBK Water Meter Services, Inc for \$ 6,150.00 and Clear View Plumbing and Sewer for \$4,875.00. He is requesting approval for Clear View Plumbing and Sewer to install three (3) industrial meters throughout town in an amount not to exceed \$5,000.00.

Superintendent ODonohue stated that he had called two other companies, but they did not send their quotes.

Action Requested: Motion to approve Clear View Plumbing and Sewer to install three (3) industrial meters at the Public Works garage, MWRD property known to us as Lake River and at the Kinder Morgan Facility in an amount not to exceed \$5,000.00.

To Approve Agenda # 5

Motion: Trustee Ramirez

Second: Trustee Hubacek

Yes: Trustees Ramirez, Nevarez, Grossi, Hubacek

Absent: Trustees Liska, Sudkamp

Motion Carried.

8. APPLICATIONS FOR A NEW BUSINESS LICENSE:

Agenda Item # 6 - Letter from Administrator Dropka is requesting approval to issue a pending business license to Midwest Food Services LLC who will operate out of the Best Foods LLC location at 6500 W. 51st Street. The manager at Best Foods requested to start an additional food service business out of the same location and will distribute food and restaurant supplies.

Action Requested: Motion to approve new business license to Midwest Food Services LLC who will operate out of the Best Foods LLC location at 6500 W. 51st Street.

To Approve Agenda # 6

Motion: Trustee Ramirez

Second: Trustee Grossi

Yes: Trustees Nevarez, Grossi, Hubacek, Ramirez

Absent: Trustees Liska, Sudkamp

Motion Carried.

9. APPLICATIONS FOR USE OF THE VILLAGE HALL:

None

10. APPLICATIONS FOR RESIDENTIAL PERMITS:

NF 22-06 Thomas & Laverne Cichon, 4511 S. Wisconsin. Adding gas line to change stove from electric to gas. Knock wall down between kitchen and dining room. Move bent and light switch from the wall that is being removed.

Discussion ensued regarding adding a gas line and removing a wall. Superintendent ODonohue stated that the Village sends out a Plumbing and Electrical Inspector whenever a pipe is moved. Residents should provide a copy of the inspection when they plan to remove a wall.

NF 22-07 Tim & Debbie Marcolini, 4523 Clinton. Remodel kitchen replacing existing cabinets and countertops. Swap Fridge and stove and move gas line. Install new appliances to replace old. Replace kitchen window with Bay window. Remodel two bathrooms and replace the kitchen flooring.

NF 22-08 Ana Trinidad, 4502 Maple Ave. Retile bathroom walls and floor. 6-foot by 4-foot-wide tile, grout, and cement.

Discussion ensued that this project didn't require a permit because it was not for any structural changes.

NF22-09 Jose Fuentes, 4617 Wisconsin Ave. Installing 4-foot-high dog run using the old garden fence that was removed previously.

Action Requested: None, information only.

11. APPLICATIONS FOR COMMERCIAL PERMITS:

None

12. REPORTS OF OFFICERS:

A.) Reports from Department Heads

Village Administrator Mike Dropka:

- Reported that he received a call from Senator Villanueva. She is putting \$100,000 in House Bill 64 from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to the Village of Forest View for costs associated with capital improvements. The House Bill 64 is to pass in few weeks and unsure when the Village will receive the money.
- We had a photo shoot with our Police Department and Stickney's Police Department and the K9.
- Administrator Dropka states that he had received a letter from our current phone company First Communications that we will need to upgrade our phone system by June 1st or our

service will be terminated due to the fact that they are moving all of their phones over to a different technology and getting rid of the copper-based technology.

- Reported that he had meeting with Current Technologies regarding the IT services they provide for the Village and would like them to more involved in the day-to-day operations and assisting/servicing us. They are putting a proposal together to oversee IT.
- Reported that the Televising and cleaning of sewer, sanitary and water lines began on the 47th street system. They are continuing to work on this project and explained that while scoping the sewer system they discovered that it is full of concrete, asphalt, and all kinds of construction debris including high dirt levels and that fuel dumping over the years and that there a lift underground.
- The key fob and new doors project are still ongoing. There are parts on back order, and they are now estimating the project not to be done until the end of May. The circuit boxes and knowledge on the electrical system in the building have been completed, as we were unsure what was on the generator previously and what outlets were on which breaker.
- Facilitated a meeting between BP and State Representative Aaron Ortiz regarding permitting issues they were having with MWRD and IDOT because their plans had been denied but seem to be working now.
- Presented the board with a video game report for the period between February 2021 and February 2022 from the state that shows that the Village share of the net terminal income tax for this period was \$239,000 of that \$140,000 of this is coming from the BP Station and what to emphasize how important our businesses are to the operations and budget of our village.
- Requested a Special Meeting on Tuesday March 29th at 6:30 p.m. and asked if the board will be able to attend. Presented to the board is a letter from the Village Attorney Murphy on the subject to be discussed regarding Lakeshore Recycling. He asked them to look it over and will provide more information at the next meeting.
- Reminded the board the State of the Village will be held on Thursday, March 31, 2022 upstairs in the Art Treckler room. He asked everyone to please spread the word to their neighbors and is requesting that residents RSVP, so we have enough refreshments.

Superintendent of Public Works/Building Commissioner Jack ODonohue:

- Reported that Public Works has been providing traffic control for CCSI while they cleaned and televised the sewers on 47th Street. He noted that chunks of concrete, broken sewer lids pieces, tar and highwater tables, and their equipment breaking off and getting stuck it has turned into big project and working on a plan to get this resolved.
- Reported that there was a parkway sign displayed on the parkway in front of a Business on Harlem Avenue. She was informed that that the Village has an ordinance prohibiting parkway signs and that it needed to be removed and she can display the sign on the other side of the sidewalk on her property. The owner stated that she did not put it there and did not know who did but that she was okay with it and moved the sign on to her property and thanked public works for bring it to their attention.
- Updated the Board on the sink hole that is located in front of the park. Tomorrow a crew will be coming out to make the proper repairs. Public Works will continue to monitor this situation.

Police Chief Stelter:

- Chief Stelter communicated to the board that tomorrow will be his fourth week and that he has been conducting one on one meetings with the Full time and Part time officers and it is going well. He enjoys speaking with them and is learning a lot about them.
- Discussed that he has an officer who is going through the Truck refresher course and in a couple of weeks we can start to monitor the trucks on the road.
- Reported that while going through the old files he came across an agreement with Lexipol which is a company that creates and updates Police Department Policies and Procedure Manuals. The agreement was signed in 2019 by the former Police Chief and the Village was being charged \$5,500.00 per year. The Village has paid Lexipol a total of \$ 16,500.00 and there are no materials to show for it. Chief Stelter called Lexipol and was told that they had sent out multiple emails but did not get a response. Chief Stelter stated that he sent Lexipol an email terminating the agreement.
- Reported that he is creating the Police Department SOP's that will be up to date with all the mandates.
- Provided the Police Department activity report for the month of February.

Fire Chief Jones:

- Provided the Fire Department activity report for the month of February.
- Reported that the Fire Department has conducted 392 hours of training for the month.
- Updated the information that was previously mentioned at the last meeting that the Village of Forest View Fire Department will be hosting the Division Burn Drill in Darien/ Woodridge on April 9th from 8:00 am – 12:00 pm and April 12th from 4:00 pm – 6:30 pm with our instructors, fire engine and we will be sending employees to train with our division.
- Forest View Fire department will be attending a Statewide Terrorism Task Force Major Drill in Naperville. The Fire activity and Tactical Rescue training will be on April 6th and a combined Police and Fire training session on April 7th.
- Creating and updating the Fire Department SOP Manual with today's standards.

B.) Reports from Village Trustees

C.) Report from the Village President

13. Questions from the Audience.

14. Public Comment or Questions.

MOTION TO ADJOURN:

Motion: Trustee Grossi
Second: Trustee Sudkamp

Yes: Trustees Nevarez, Grossi, Hubacek, Ramirez,
Absent: Trustees Liska, Sudkamp

March 22, 2022

15. ADJOURNMENT:

To adjourn at 7:50 P.M.

VOICE VOTE: AYES: ALL NAYS: NONE Motion Carried.

Respectfully submitted,

Laura D. McGuffey
Village Clerk

March 22, 2022