

**MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF FOREST VIEW
January 24, 2023**

1. CALL TO ORDER:

The regular board meeting of the Village of Forest View was called to order by Village President Miller at 7:04 P.M.

2. PLEDGE OF ALLEGIANCE

President Miller led the Board Trustees and audience in the Pledge of Allegiance.

3. ROLL CALL

The Roll Call of Board Trustees by Clerk McGuffey is as follows:

Present: Trustees Grossi, Sudkamp, Hubacek, Ramirez, Nevarez, Liska
Absent: None

4. APPROVAL OF MINUTES

That the minutes of the regular board meeting of January 10, 2023, be approved as read:

Motion: Trustee Grossi
Second: Trustee Ramirez

Yes: Trustees Grossi, Ramirez, Liska, Sudkamp, Hubacek, Nevarez
No: None
Motion Carried.

5. REPORTS OF EXPENDITURES

To approve the village payroll and accounts payable expenditures as of January 31, 2023:

1.)	Payroll- FT /PT/Officials - Jan 31, 2023:	\$ 120,287.43*
2.)	Bills Payable - Jan 17, 2023	\$ 4,815.17
3.)	Bills Payable - Jan 31, 2023	<u>\$ 183,115.50</u>
4.)	Total Expenditures:	\$ 308,218.10

** Updated Report was distributed to Trustees at board meeting.*

Action Requested: Motion to approve

Motion: Trustee Ramirez
Second: Trustee Hubacek

Yes: Trustees Ramirez, Hubacek, Grossi, Sudkamp, Liska, Nevarez
No: None
Motion Carried.

6. TREASURERS REPORT FOR DECEMBER 2022

Revenues:	\$ 799,463.88
Expenditures:	<u>\$ 767,886.08</u>
Exceed Expenses:	\$ 11,577.80

** Report was distributed to Trustees at board meeting.*

Action Requested: None, information only.

7. DEPARTMENTAL CORRESPONDENCE

Agenda Item #1 – Letter from Village Attorney John Murphey to discuss the Fed Ex Project and Authorization to move forward with the Assignment Agreement.

- Attorney Murphey stated that there would be no votes on this item.

Agenda Item #2 – Letter from Administrator Dropka to discuss the Fiscal Year 2022 Annual audit that was distributed to the board on January 6, 2023. Auditor Ed Tracy with Selden Fox will be attending the board meeting to discuss the annual audit.

- Discussion ensued regarding the audit and Trustee Maria Ramirez asked the auditor to read the pages numbers so that the board could follow along with him. Maria asked if his firm had any concerns or saw any gaps in the financial records. She asked him if the village needs a CPA because most of the board do not have the financial knowledge to review the reports. Mr. Ed Tracy stated that the village does not need a CPA to look at the disbursements and expenditures and recommended that the board continue to review the reports. Trustee Liska stated that the reports issued twice a month are easy follow. The auditor stated that there is an overlap of duties due to a lack of personnel, but duties are segregated as much as possible. Administrator Dropka asked Village Accountant Conklin to explain the process to the board. Accountant Joy Conklin stated that Office Manager Lucy Vogt takes in the cash and checks 99% of the time and tracks all cash and checks on paper, and then reconciles with Cash receipts, water bills, P-tickets, etc. Once a week Lucy creates a bank deposit and it is sent to the bank by an officer from the Police Department. Joy explained that the checks are not issued until after the board has approved and the

reports are signed by President Miller and Trustee McGuffey. Joy explained that once the payroll and account payable checks reports are approved she issues the checks and gives them to Clerk McGuffey or Lucy to stamp the signatures on the checks.

Action Requested: None, information only.

Agenda Item #3 – Letter from Administrator Dropka to discuss the Intergovernmental Agreement (IGA) between the Town of Cicero and the Village of Forest View to get the 911 surcharge funds transferred over to Cicero instead of the monies going to South West Cook County ETSB.

Action Requested: Motion to approve Intergovernmental Agreement (IGA) between the Town of Cicero and the Village of Forest View to get the 911 surcharge funds transferred over to Cicero instead of the monies going to South West Cook County ETSB.

Motion: Trustee Liska
Second: Trustee Nevarez

Yes: Trustees Liska, Nevarez, Ramirez, Grossi, Sudkamp, Hubacek
No: None
Motion Carried.

Agenda Item #4 – Letter from Administrator Dropka to discuss the Village Parking License Agreement that was discussed at the board meeting on January 10, 2023. This license agreement is a limited revocable authorization to use another's property for a limited purpose.

Action Requested: No action, information only.

Agenda Item #5 – Letter from Administrator Dropka to discuss parking regulations in the Village.

Action Requested: Guidance.

- Discussion ensued regarding Ordinance 94-3, Section 9-2-6, with options to enforce the code as is or pass an ordinance that revises the current code to formally allow visitor parking on the 4500 block of Wenonah Ave. Administrator Dropka stated an ordinance amending the village code will be brought up at the next meeting to revise the current code.

Agenda Item #6 – Letter from Superintendent of Water and Public works requesting the Board to approve the 50/50 driveway apron replacement program.

- Superintendent Filec stated this program offers residents the chance to replace their concrete or asphalt aprons with financial assistance from the village.

This will require Public Works to secure available and competitive pricing from local concrete and asphalt companies. If the driveway apron replacement is warranted, the resident shall sign a letter of intent to participate in the program and agree to prepay fifty percent (50%) of their share of the replacement cost prior to the Village initiating the driveway apron replacement work.

Action Requested: Motion to approve the 50/50 driveway apron replacement program.

Motion: Trustee Grossi
Second: Trustee Liska

Yes: Trustees Grossi, Liska, Hubacek, Ramirez, Nevarez, Sudkamp
No: None
Motion Carried.

8. APPLICATIONS FOR BUSINESS LICENSES

Agenda Item #7 – Letter from Administrator Dropka requesting the Board’s approval to issue a Business License to A & M Carriers, Inc. at 5240 West 47th Street, # 9, Chicago, IL. 60638 that will be used for storage and restocking loads for shipment.

- Discussion ensued regarding this property. Administrator Dropka stated that the owner of the property has been cooperating with Building Commissioner Brniak and Fire Inspector Musil and stated that they have seen a lot of improvements

Action Requested: Motion to approve a Business License to A & M Carriers.

Motion: Trustee Liska
Second: Trustee Grossi

Yes: Trustees Liska, Grossi, Sudkamp, Hubacek, Ramirez, Nevarez
No: None
Motion Carried.

9. APPLICATIONS FOR RESIDENTIAL PERMITS

F 23-01- Robert Nutt and Jamil Taylor of Renown Property Solutions, 4511 Grove Ave. Demo and remodel kitchen, floors, dining room, carpet, doors, window casing, baseboards bathrooms, and front awning.

Action Requested: No action, information only.

10. APPLICATIONS FOR COMMERCIAL PERMITS

F 23-02 – Village of Forest View, 6726 West 51st Street, Forest View, IL 60638 (Water Tank) (FA# 10092805). Installing three (3) dual-stack radios on an existing wireless communication facility.

Action Requested: Motion to approve Commercial Permit # F 23-02 to install three (3) dual-stack radios on an existing wireless communication facility.

Motion: Trustee Liska
Second: Trustee Nevarez

Yes: Trustees Liska, Nevarez, Sudkamp, Hubacek, Grossi, Ramirez
No: None
Motion Carried.

11. REPORTS FROM THE VILLAGE ADMINISTRATOR:

Village Administrator Mike Dropka provided the following details:

- Current Technologies have been installing the security camera system. He is expecting them to complete Phase 2 by the end of the week and then start on Phase 1 which was delayed due to backorders. Once both Phase 1 and 2 are completed they will move on to the security system at the pump house. He reported that Current Technologies and Mercury Technologies continue to perform different tasks to address issues and deficiencies with our systems.
- The Village recently received a \$100,000 grant to go towards building a new salt storage facility since we do not have anything to house our salt storage and our salt is being depleted before we use it because of the exposure to the elements. We are trying to locate documents concerning the property area, title, and a plat of survey to put together a plan to build it at the dead end on Oak Park Ave.
- Announced that he has scheduled meetings with some representatives about implementing a website.
- Mentioned that he and Chief Stelter continue to meet with Conduent regarding the red-light camera project.
- Reported that the project on 57th and Central regarding the village taking over the sanitary and sewer system continues to be ongoing.
- Communicated that the Village will be holding the State of the Village on Thursday, March 30, 2023.
- He was excited to tell the board that in 2024 the Village will be celebrating our 100th Anniversary and are planning to make it a very commemorative year for the Village and its Residents. He went on to mention that they had been looking for a replica of Forest View's first fire engine and admitted that it would be a rarity, even among the old fire engines that are mostly kept by collectors. He gave a special thanks to Clerk McGuffey and Fire Chief Jones who actually found our first fire truck that was parked outside an antique mall in Michigan. The owner was not really interested in selling the truck but would make a trade if we could find another truck similar to this one. The Chief found an old Waukegan truck in

Mokena that was acceptable and in conclusion, we traded the Waukegan truck and now we have our first fire truck back home. We are looking into a few ideas on what we will do with it and what the costs will be to restore it.

12. REPORTS OF OFFICERS:

A) Reports from Department Heads

Superintendent of Water and Public Works Frank Filec:

- Stated that all the residential water meters have been replaced and installed and have been switched from manual to electronic readings.
- Reported that Public Works is moving forward with our 2023 MFT street paving project and that Novotny Engineering will be doing this project. He stated that the village had dealt with them in the past on the 25th street resurfacing.
- Reported that they are moving forward on de-watering of the North tunnel shaft in the near future and will navigate with the schedule from APEX oil and MWRD. He stated that the pump that was pulled from the North tunnel shaft was deemed beyond repair and is waiting for quotes from Metropolitan Industries regarding the SCADA and other pieces of equipment that needs to be replaced in the next few weeks. Public Works will be sending out flyers to all residents for the free tree replacement program from a Grant received for this year.

Police Chief Steve Stelter:

- Reported that he was contacted by the Sheriff's department asking if we would be interested in putting in a drug take-back program box in the lobby. He asked the board if they would be interested in having this program in the Village.

Fire Chief Mark Jones:

- Detailed his Fire Department Report for the month of December:
 - EMS = 19
 - Fire = 33
 - Motor Vehicle Accidents = 3
 - Fire other (Invalid assist, stand by-fill in) = 3
 - For a total of 63 calls for December 2022.
- Fire Department Tours – none
- Fire Department Training Completed 435 =hours of training for the month of December.

B) Reports from Village Trustees

- Discussion ensued regarding the bench in front of the Police station.

C) Reports from Village President

- Reported to the Trustees that distributions received from the gaming casinos within the past three months from September through December 2022 total \$105,777.00. She

concluded that the Village will be receiving approximately a half million dollars a year just from video gaming casinos.

13. QUESTIONS, COMMENTS, AND ANNOUNCEMENTS – General *(This is an opportunity for the public to make comments on any issue – 3 Minute Limit Per Person).*

- Resident on the corner of 45th and Oak Park Ave had a concern regarding the parking ordinance. And wanted to confirm that he can park two feet into the sidewalk.
 - Administrator Dropka stated that there was no action taken on the parking ordinance and confirmed the two-foot clearance into the sidewalk and a Trustee mentioned that he should leave enough room for a person to walk and not block the entire sidewalk.

14. MOTION TO GO INTO CLOSED SESSION AT 7:58 PM

Motion: Trustee Ramirez
Second: Trustee Hubacek

15. ROLL CALL

Present: Trustees Ramirez, Hubacek, Grossi, Sudkamp, Nevarez, Liska
Also Present: Village Attorney Murphey, President Miller, Administrator Dropka, Clerk McGuffey.

Agenda 8 – To consider individual employee personnel matter, pursuant to Section 2 (c) (1) of the Open Meetings Act. (Discussion only)

16. MOTION TO RETURN TO REGULAR SESSION AT 8:52 PM

Motion: Trustee Liska
Second: Trustee Ramirez

Yes: Trustee Grossi, Sudkamp, Hubacek, Ramirez, Liska, Nevarez
No: None
Motion Carried.

- President Miller stated they had discussed issues during the closed session.

18. ADJOURNMENT:

To adjourn at 8:53 P.M.

Motion: Trustee Grossi
Second: Trustee Liska

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

Respectfully submitted,

Laura D. McGuffey
Village Clerk