

**MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF FOREST VIEW
VILLAGE HALL – BOARD MEETING ROOM
January 25, 2022**

1. CALL TO ORDER:

The regular board meeting of the Village of Forest View was called to order by Village President Miller at 7:00 P.M.

2. PLEDGE OF ALLEGIANCE

President Miller requested that everyone please keep Charisma Ehresman and her family in their prayers.

3. ROLL CALL

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

4. APPROVAL OF PREVIOUS MINUTES:

That the minutes of the regular board meeting of January 11, 2022, be approved as read:

Motion: Trustee Sudkamp
Second: Trustee Hubacek

Yes: Trustees Sudkamp, Hubacek, Nevarez, Liska, Grossi
No: Trustee Ramirez (absent last meeting)

Motion Carried.

5. REPORTS OF EXPENDITURES

A. To approve the village payroll, bills payable and total expenditures from reports December 28, 2021.

1.) Payroll – Full-time/Part-Time/Officials:	\$ 104,129.55
2.) Bills Payable:	\$ <u>93,538.48</u>
3.) Total Expenditures:	\$ 197,688.03

The Village did not have a Board Meeting on December 28, 2022. Reports were included in the January 11, 2022, board meeting packet.

Action Requested: Motion to approve

Motion: Trustee Hubacek
Second: Trustee Sudkamp

Yes: Trustees Hubacek, Nevarez, Liska, Grossi, Sudkamp
No: Trustee Ramirez (Absent January 11, 2022)

Motion Carried.

B. To approve the village payroll, bills payable and total expenditures from reports January 11, 2022.

1.)	Payroll – Full-time/Part-Time/Officials:	\$	98,101.22
2.)	Bills Payable:	\$	<u>90,623.91</u>
3.)	Total Expenditures:	\$	188,725.13

Action Requested: Motion to approve

Reports were not available to be approved at the January 11, 2022, Board Meeting.

Action Requested: Motion to approve.

Motion: Trustee Sudkamp
Second: Trustee Ramirez

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

Motion Carried.

C. To approve the village payroll, bills payable and total expenditures from reports January 25, 2022.

1.)	Payroll – Full-time/Part-Time/Officials:	\$	102,491.07
2.)	Bills Payable:	\$	<u>108,226.35</u>
3.)	Total Expenditures:	\$	210,717.42

Action Requested: Motion to approve

Motion: Trustee Suudkamp
Second: Trustee Ramirez

Yes: Trustees Navarez, Liska, Grossi, Sudkamp, Hubacek, Ramirez
No: None

Motion Carried.

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6. REPORTS OF REVENUES:

I. Report of Revenues for December 2021

Cash Receipts:	\$	226,453.77
Sales Tax:	\$	22,596.82
Home Rule Sales Tax:	\$	15,623.85
Interest:	\$	98.17
Local Gas Tax:	\$	<u>15,648.92**</u>
Total Revenue:	\$	280,421.53

**Local gas tax includes *two* payments from BP, as the November tax payment was deposited until 12/3/2021.

Action Requested: None, information only.

II. Treasurer's report for November 2021

Revenues:	\$	327,351.87
Expenditures:	\$	544,585.20**
Revenues Exceeds Expenses:	\$	(217,233.33)

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**Final Bond payment was made on 11/30/21.

III. Treasurer's report for December 2021

Revenues:	\$	282,260.91
Expenditures:	\$	473,565.81**
Revenues Exceeds Expenses:	\$	(191,304.90)

** Includes first premium insurance payments.

Action Requested: None, information only.

7. DEPARTMENTAL CORRESPONDENCE:

Agenda Item # 1 - Letter from Mike Dropka, Village Administrator discussing the agreement with Hancock Engineering regarding the 2022 Water Main Improvements project, located in the Joint Fee Strip, south of 46th between Clinton and Kenilworth Avenues.

Action Requested: Motion to approve agreement between the Village of Forest View and the Edwin Hancock Engineering Company for 2022 Water Main Improvements project, located in the Joint Fee Strip, south of 46th Street between Clinton and Kenilworth Avenues.

To approve Agenda # 1

Motion: Trustee Ramirez
Second: Trustee Nevarez

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

Agenda Item # 2 - Letter from Mike Dropka, Village Administrator requesting the Boards approval to issue a Business License and Class D License to Timothy Markham to open a Video Gaming Café in the additional space located at the Dunkin Donuts property at 4501 S. Harlem Avenue.

Action Requested: Motion to approve issuing a Business License and Class D Liquor License to Timothy Markham to open a Video Gaming Care at 4501. S. Harlem Avenue.

To approve Agenda # 2

Motion: Trustee Ramirez
Second: Trustee Sudkamp

Yes: Trustees Sudkamp, Hubacek, Ramirez, Navarez
No: Trustees Grossi, Liska
Motion Carried.

Agenda Item # 3 - Letter from Mike Dropka, Village Administrator to discuss a pending Business License application. Current owners of Shell on 46th and Harlem, Mohammad Yaqoob and Mohammad Anis are requesting to open a new business at 4609 S. Harlem Avenue, Unit B. Administrator Dropka is requesting approval to issue a new Business License to Extreme Smokes LLC.

Action Requested: Motion to approve a new Business license to Extreme Smokes LLC at 4609 S. Harlem Avenue, Unit B.

To approve Agenda # 3

Motion: Trustee Ramirez
Second: None

Motion –Agenda Item dropped due to no Second Motion.

Agenda Item # 4 – Letter from Mark Jones, Fire Chief requesting the board to consider appointing Jordan D. Enriquez as a Part-Time Firefighter.

Action Requested: Motion to appoint Jordan D. Enriquez as a Part -Time Firefighter.

To approve Agenda # 4

Motion: Trustee Ramirez
Second: Trustee Liska

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

Agenda Item # 5 - Letter from Mark Jones, Fire Chief requesting the board to consider appointing Lucas A. Zimmerman as a Part-Time Firefighter.

Action Requested: Motion to appoint Lucas A. Zimmerman as a Part-Time Firefighter.

To approve Agenda # 5

Motion: Trustee Grossi
Second: Trustee Sudkamp

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

Agenda Item # 6 – Letter from Mark Jones, Fire Chief requesting the Boards approval to purchase one new M18 Fuel one-key 18-volt lithium-ion nine inch cut off saw kit, and 1 M18 Fuel 18-volt lithium-ion battery cordless 16-inch chain saw kit. In addition, Chief Jones is requesting approval to purchase two spare metal cutting blades, two diamond segmented blades, and two chain saw chains. The total cost for both saws and extra blades would be \$1595.82.

Discussion ensued with the Board asking how long these batteries will last, Chief Jones stated that the batteries last two (2) to three (3) years and that his department rotates these batteries since they can also be used with other equipment in his department. The Board suggested that Chief Jones purchase three (3) additional batteries.

Action Requested: Motion to authorize Fire Chief Jones to purchase two saws and spare blades and include purchasing three (3) additional batteries from Home Depot in the amount not to exceed \$1700.00.

To approve Agenda # 6

Motion: Trustee Ramirez
Second: Trustee Navarez

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

Agenda Item # 7 – Letter from Mike Dropka requesting approval for village resident to rent the Art Treckler Room on Saturday April 23, 2022, for a wedding shower with approximately thirty guests.

Action Requested: Motion to approve renting the Art Treckler Room to a Village resident on Saturday April 23, 2022 for a wedding shower with approximately thirty guests.

To approve Agenda # 7

Motion: Trustee Grossi
Second: Trustee Sudkamp

Yes: Trustees Liska, Grossi, Sudkamp, Hubacek, Ramirez, Navarez

No: None

Motion Carried.

8. APPLICATIONS FOR PERMITS:

A. Residential Building Permit Applications:

NF22-02 Mike Lewan, 4602 Oak Park Ave. Remove and refinish walls in living room, and hallway. Refinish textured ceiling in living room.

Action Requested: None, information only

B. Commercial Building Permit Applications:

Action Requested: NA

9. REPORTS OF OFFICERS:

A.) Report from Department Heads

1. Village Administrator Mike Dropka:

- Provided update on the K9.
- Updated board on the televising and cleaning of sewer, sanitary and water pipe project. Informed the Board that he is continuing to work with Brad from Hancock Engineering and Village Attorney Murphy regarding the situation with the businesses around 47th and Central and the water, sanitary, and sewer system.
- Discussed that the WC3 application is still pending and expecting to receive more information that will be available at the February 8th meeting.
- Revealed that the Village has applied for the JAG Grant that is being offered from Cook County. The grant is available for costs associated with needs of our first responders. He also mentioned that the Village will be applying for a Motorola Grant for the same project which is due on February 1, 2022.

- Reported that he met with Azavar Audit Solutions and was presented with interesting findings. They are planning to attend the February 8, 2022, board meeting to explain to the board why the Village has not been receiving the natural gas (Nicor) municipal tax.
- Reported that the Village is still waiting for another date to meet with the FOP regarding contract negotiations before the February 22nd board meeting.
- As discussed in the last meeting, changes were made to the Verizon and AT&T bills. Our bill with Verizon is now \$272.00, saving the village \$244.00 a month which is almost \$3,000 a year.
- Visited the new BP Gas station on January 17, 2022. The business is open but is not completely done. They are waiting on the delivery of some refrigerators. He remarked that the store is looks amazing and recommended the that the board go over and look at the business.
- Mentioned that in the Board packets is the New Resident Welcome Packet. Requested the board review them and let Lucy or him know any comments, suggestions that needed to be changed.
- Administrator Dropka stated that he would like to hold a State of the Village on Thursday March 31, 2022. The format would be similar to the Town Halls that were done in the past. It would mimic that State of the Union and State of the State that is held in February and March every year. We will put a flyer together and among other things, have our department heads give an annual report of what has been accomplished last year and a quick synopsis of the finances of the village and future.
- Discussed to the board what the Village is planning for Easter that will be on April 17, 2022.

2. Superintendent of Water and Public Works Jack ODonohue

- Reported that on January 11th, Public Works employees Tanner Miller and Bill Hughes went to a no cost lead service line seminar by WCMC (West Central Municipal Conference) in Northlake. He stated that a PDF has been installed on the Village Wide (J) drive in a folder labeled Seminar Power points with information from the seminar. He stated that when the village decides to change out the remaining lead service lines it will be a bigger project then what was anticipated. Currently we have 166 lead service lines out of 260.
- Met with Danny from Best Foods. He wants to be a good neighbor for the Chicago residents and does not want trucks parked, idling on the street after delivery hours. Superintendent O Don0hue was informed that Best Foods does not accept deliveries around the clock. Best Foods asked if they could get a No Truck Parking Overnight sign. We are planning to install three No Truck Parking, Stopping or Sitting 6 PM – 6 AM. signs along Best Food’s Property by the end of the week.

- Received new water meters from Core and Main. Waiting for quotes for the installation.
- Public works encourages members of the Board to swing by the Public Works Garage. He reported that this winter, in between snow events and water main breaks, his department has been cleaning, remodeling, and organizing the garage with equipment racks and a new hand-built work bench and work area. Also reported that they deep cleaned the breakroom and his office.
- Discussed that Art Solis from North Shore Sign will be sending several examples of Blank signs for the Village. We will then decide which outline we like and then open it up for a design contest for all Village of Forest View residents.
- Reported that on January 24th they found a water main break on 46th and Wenonah. Due to the location we had to bring in a leak detection to pinpoint the break. ATS located it on the “pie” area of the southwest corner of 46th and Wenonah. Several streetlight cables and an abandon sewer inlet made the dig more challenging than usual. He discussed that some residents were unhappy with the lack of alert times for water shutoff. He stated that he called Code Red into Forest View dispatch a little before 2 pm. Forest View dispatch had difficulty accessing the program to the point she was attempting to contact customer service. At 2: 30 PM he made the decision to close the valves so the repair could be made. He reported that the Code Red went out at around 2:45 pm. He is requesting that we have more employees from all department receive access and training the Code Red System. He stated that he felt that dispatch did everything in her power to the alert out as fast as possible. The final code red went out at just before 4:30 pm stating that the water was back on.

3. Intermin Chief of Police Marcelo Perez

- Discussed his department reports for part of 2021.
- Reported that the Tool Store had a Fire inspection and there were no violations.

B.) Reports from Village Trustees

Trustee Liska inquired about the River Berm. Administrator Dropka stated that Brad from Hancock Engineering is working on it.

- Trustee Navarez asked if the Village will be offering CPR training to the residents. Chief Jones stated that he is looking into this.

C.) Report from the Village President

None

10. MOTION TO GO INTO CLOSED SESSION AT 8:00 P.M.

Agenda # 8 – Motion to go into closed session for Open Meeting Act. Section 2 (c) (11):
for probable or imminent litigation, Village of Justice/911 issues.

Action Requested: None, Information only.

11. MOTION TO GO OUT OF CLOSED SESSION AT 9: 06 P.M.:

Motion: Trustee Sudkamp

Second: Trustee Grossi

Yes: Trustees Grossi, Sudkamp, Hubacek, Ramirez, Navarez, Liska

No: None

Motion Carried

12. MOTION TO RETURN TO REGULAR SESSION AT 9:06 P.M.:

Motion: Trustee Sudkamp

Second: Trustee Grossi

Yes: Trustee Sudkamp, Hubacek, Ramirez, Navarez, Liska

No: None

Motion Carried.

13: QUESTIONS FROM THE AUDIENCE

None

14: PUBLIC COMMENT OR QUESTIONS:

None

15. ADJOURNMENT:

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

Respectfully submitted,

Laura D. McGuffey
Village Clerk