

VILLAGE OF PARK FOREST

**SPECIAL RULES MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

August 17, 2020

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Candyce Herron

ABSENT: Trustee Glenna Hennessy

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Personnel Denyse Carreras, Director of Economic Development and Planning Hildy Kingma, Assistant Director of Recreation and Parks Kevin Adams, Director of Public Relations Jason Miller, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

Roll Call

The meeting was called to order at 7:00 pm by Mayor Vanderbilt. Roll was called by Clerk McGann

Mayor Vanderbilt read a resolution of August 17, 2020, remembering the Civil Rights Leader, John Lewis. His numerous accomplishments and awards were listed committing himself to a lifetime civil rights activism, both local and federal, noting that he once spoke at the Park Forest Black History Month program. Representative Lewis will be remembered as the “conscience of Congress.” Mayor Vanderbilt thanked former Human Relations Commissioner Karen Ertly, Trustee Hardy, and the other Commissioners for authoring the resolution.

1. Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds and Authorizing Execution of said Agreement and all related documentation.

Manager Mick said this item is out of the Village Manager’s Office. He explained that the CARES Act allows for relief assistance from the federal government. This is one step of the process in submitting the necessary requirements before any assistance would be considered or received. He will keep the Board informed on the progress. Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight’s regular meeting.

2. Resolution approving a Master Pole Attachment Agreement with Chicago SMSA Limited Partnership D/B/A Verizon Wireless

Manager Mick said this item is out of the Economic Development and Planning Department and asked Director Kingma to explain the resolution. A year ago, the Board passed an ordinance a year ago regarding small cell wireless facilities. This is similar, as an agreement with Verizon to document the integrity for each of the poles, fees involved, and is in the Unified Development Ordinance (UDA). Verizon will get the master pole in place with the Village and look for locations where there are gaps in their coverage. Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight's regular meeting.

3. Resolution to appropriate an additional \$70,000 in Motor Fuel Tax Funds for Construction and Construction Engineering costs associated with improvements for Blackhawk Drive

Manager Mick said items three and four are out of the Public Works Department. Director Ysaguirre said Motor Fuel Tax (MFT) funds are being used on these two projects. He explained the process of the MFT audit which must show how all funds are paid out, not just the statements. This resolution is to amend the original resolution per Illinois Department of Transportation (IDOT). Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight's regular meeting.

4. Resolution to appropriate an additional \$111,040 in Motor Fuel Tax Funds for Construction and Construction Engineering costs associated with improvements for Illinois St.

5. Indianwood Blvd. Sanitary Sewer Replacement Contract

Manager Mick said this item is out of the Public Works Department regarding improvements on the south end of the Village. Director Ysaguirre explained how the April contract was for sewer lining and this contract is for those sewers which were not able to be relined and how to address them. As phase one is complete, this is phase two. He detailed the bid process which followed protocol. The lowest bid was M/J Underground in Monee. Staff recommends awarding them the contract as they have done numerous underground contracts with the Village and they are satisfied with their previous work. Mayor Vanderbilt asked if there were any questions or comments. When asked by Trustee Settles if the same amount of sewer would be replaced with this contract, Director Ysaguirre said yes, the same amount would be replaced. Hearing no other questions, Mayor Vanderbilt said this item will be on the agenda for action at tonight's regular meeting.

6. Well 2 Raw Water Main Repair Contract

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre explained that the water line is broken under Western Avenue in the Eastgate area. As IDOT will not allow for the closure of Western Avenue for the repair, staff recommends a trenchless repair. The Village used this method for a water main lining in the past on Sangamon Street. The bid process followed protocol receiving five bids. The lowest big was M/J Underground in Monee who has done work in Park Forest in the past. Their subcontractor is Fer-Pal Construction who had performed the underground work on Sangamon Street. Mayor Vanderbilt asked if there were any questions or comments. When asked by Trustee Woods if this repair

would help residents with leaks on Hemlock, Director Ysaguirre explained that this leak is raw water going to the water plant, not drinkable water. Any leakage on Hemlock is from a different system. Hearing no other questions by the Board, Mayor Vanderbilt said this items will be on the agenda for action at tonight's regular meeting.

Mayor's Comments

Mayor Vanderbilt thanked those who contributed to the resolution that paid tribute to Representative John Lewis. A letter from Crete-Monee 201-U was received in gratitude to the Park Forest Police Department to insure the safety of our schools. He appreciates the good partnership with the schools. The Mayor thanked all the village services that came together for the cleanup after the storm. There will be early voting in Village Hall for Cook County residents. He also reported on the new committee assignments for the Board: Committee B with Trustees Hennessey, Woods and Herron working on the revision of the change of occupancy inspections with a report to the Board by December; Committee C with Trustees Settles, Graham, Herron, and Hardy working on possible rededication of street names from the Civil War and a possible Underground Railroad Park in Memorial Park with a results to Board in January with a possible ceremony in February; Committee A Trustees Hardy, Graham, Woods, Settles, and Hennessey and who will be working on police and fire non-founded complaint review board with results expected in January 2021 to improve relationships between the Police and Fire Departments and the residents.

Manager's Comments

Manager Mick noted a follow up to comments on social media recently related to early voting. He noted that the Village does not have jurisdiction over the early voting sites. The County Clerk makes this decision. Park Forest has preliminary approval from Cook County but the Cook County Clerk's Office has not made it official. The same is true for Will County. Voting sites are determined at the discretion of the Will County Clerk's Office. Manager Mick reported on the storm/tornado damage in Park Forest. The tree damage left many streets unpassable, but residents, Public Works and Recreation and Parks crews worked together to clear the streets. While the tornado left 50% of the Village without power, ComEd is continuing to work on restoring power to all residents. He also reported that Park Forest's Census 2020 response rate is at 68.3%. He encouraged all residents and their neighbors to fill out the forms from their mail, online, at any of the local popup events, or when the census worker comes to your home. Manager Mick thanked the AmeriCorps volunteers who will be in Park Forest until October. They were appreciated for their community service in cleaning up storm debris as well as the other projects planned for them. Beginning September 8, the Board will return to their usual schedule of meetings with the next Rules Meeting of Tuesday, September 8 due to Labor Day holiday, Monday, September 7.

Trustee's Comments

All of Trustees present complimented the Commission on Human Relations for the resolution honoring Representative John Lewis and his legacy. They each thanked the AmeriCorps volunteers for their contribution in the clean-up efforts and welcomed a new business to Park Forest, Body by Magic Touch. The Trustees also commended the Police, Fire, Public Works, and Recreation and Park for their professionalism after the storm and for the updates from Manager Mick.

Trustee Hardy reported that the Commission on Human Relations met via Zoom on Tuesday, August 11. She also thanked the donors to the Park Forest Community Cares Fund. She encouraged residents to contact Respond Now for various assistant programs available for those affected by Covid-19.

Trustee Settles said the Senior Citizen Advisory Commission did not meet in July but will meet Thursday, August 6. The Veterans Commission met on Saturday, August 8 to discuss the November 7 veterans' celebration.

Trustee Woods encouraged all residents to complete the forms for the 2020 Census.

Trustee Herron said the Housing Authority will meet Thursday, August 20 via Zoom.

Trustee Graham was having technical difficulties and Trustee Hennessy was not at the meeting due to the power outage.

Attorney's Comments

Attorney Secler said the ordinance to extend the TIF on the Debatable Agenda at the Regular meeting has taken many months and the coordination of local and statewide officials to reach this point. Attorney Secler also commended Mayor Vanderbilt and Manager Mick for their coordinated efforts along with staff and all Village employees for continuing to provide services to the residents after the storm damage.

Clerk Comments

No report

Audience to Visitors

As per the agenda posting, public comment was to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Adjournment

This concluded the Special Rules Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Hardy and passed unanimously by voice vote.

Mayor Vanderbilt adjourned the special rules meeting at 8:22 p.m.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Hardy and passed unanimously by roll call vote. Trustee Graham was having audio/technical difficulties and responded "aye" via her computer. The meeting was adjourned following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The meeting was adjourned with six (6) ayes, no (0) nays, and one (1) absent.

Respectfully submitted,
Sheila McGann
Village Clerk

NOTE – DUE TO COVID-19

THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL

***Public, in-person attendance of the Meeting has been deemed unfeasible; All public comment can be sent prior to the phone conference Board Meeting, via email to tmick@vopf.com, by 3 pm the day of the meeting; Public comments received via email will be read during the public meeting.**

****A record (verbatim recording) of all action (if any) taken during the Board Meeting in open session will be made available upon request.**

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**REGULAR MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE, PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

August 17, 2020

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Candyce Herron

ABSENT: Trustee Tiffani Graham and Trustee Glenna Hennessy

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Economic Development Hildy Kingma, Assistant Director of Recreation and Parks Kevin Adams, Director of Public Relations Jason Miller, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

Roll Call

The meeting was called to order at 8:23 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

Reports of Village Officers

Mayor

Mayor Vanderbilt dispensed with the reports as they were covered during the Special Rules Meeting.

Village Attorney

Village Manager

Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions*

As per the agenda posting, public comments were to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Motion: Approval of Consent

Mayor Vanderbilt called for a motion to approve the consent agenda. Trustee Herron asked that the two appointments be moved from the Consent Agenda to the Debatable Agenda for further discussion. Attorney Secler said that no roll call vote is required when an item is asked to be moved to the Debatable Agenda.

The consent agenda included the following items:

CONSENT:

MOVED that the Consent Agenda and each item contained therein be hereby approved:

- 1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Rules meeting of July 13, 2020, and the Regular meeting of July 20, 2020.**
- 2. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Recognizing Congressman John Robert Lewis.**
- 3. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds and Authorizing the Execution of Said Agreement and all Related Documents.**
- 4. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Approving a Master Pole Attachment Agreement with Chicago SMSA Limited Partnership D/B/A Verizon Wireless.**
- 5. MOVED, that the Mayor and Board of Trustees Approve a Resolution Amending the original Resolution to appropriate an additional \$70,000 in Motor Fuel Tax Funds for Construction and Construction Engineering costs related to improvements to Blackhawk Drive.**
- 6. MOVED, that the Mayor and Board of Trustees Approve a Resolution Amending the original Resolution to appropriate an additional \$111,040 in Motor Fuel Tax Funds for Construction and Construction Engineering costs related to improvements to Illinois Street.**
- 7. MOVED, that the Village Manager is authorized to Award the Indianwood Blvd. Sanitary Sewer Replacement Contract to M/J Underground, located in Monee, IL, for the amount of \$258,618 with a 10% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$284,479.80.**
- 8. MOVED, that the Village Manager is authorized to Award the Well 2 Raw Water Main Repair Contract to M/J Underground, located in Monee, IL, for the amount of \$95,618 with a 10% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$105,179.80.**

Approval of the consent agenda was moved by Trustee Settles and seconded by Trustee Herron. Mayor Vanderbilt asked if anyone wished any other items be removed from the consent agenda for further discussion. Hearing none other, a roll call vote was called by Mayor Vanderbilt on the motion to approve the consent agenda. The consent agenda was approved with the following results:

Ayes: 5
Nays: 0
Absent: 2

The consent agenda was adopted with five (5) ayes, no (0) nays and two (2) absent.

DEBATABLE:

APPOINTMENTS (moved from the Consent Agenda)

MOVED, that the Mayor and Board of Trustees appoint Vicki Intoe, 224 Marquette Street, to the Senior Citizens Advisory Commission for a term to expire on December 31, 2022.

MOVED, that the Mayor and Board of Trustees appoint Jason Long, 133 Warwick

Mayor Vanderbilt called for a motion to approve the two appointments. Motion was moved by Trustee Herron and seconded by Trustee Woods. Mayor Vanderbilt and Attorney Secler clarified that the motion needed to be moved and seconded to allow for discussion with the vote after the debate. Mayor Vanderbilt called on Trustee Herron to begin the debate. Trustee Herron explained she and other trustees in the past had requested more time to review the applications and the applicants for any appointments to the Commissions. Mayor Vanderbilt said the application was in the Friday update but some trustees did not see them due to the power outage. Trustee Woods added that he would like to have the applications two weeks before a vote of any appointment to meet the applicant. He suggested this item to be tabled for a future meeting. When Trustee Hardy asked if there were any other applicants in the pool, Mayor Vanderbilt said no. She felt two to four weeks was a long enough time for everyone to review the applications. Trustee Settles said she did not receive the applications due to the power outage. Trustee Settles and Trustee Herron agreed that additional time to review was important. Manager Mick said he could take direction from the Board to develop a process by which applications for potential appointment would be shared with the full Board up to thirty days before the appointment is on the agenda for a vote.

Mayor Vanderbilt called for a roll call vote on the motion to approve the appointments. The motion to approve failed with the following results:

Ayes: 0

Nays: 5

Absent: 2

The motion failed with zero (0) ayes, five (5) nays and two (2) absent.

Attorney Secler added clarification regarding the two appointments. They can be voted down with nays or they can be considered at a later meeting. Also, to be considered separately, would be an item to put in writing how the Board would like to be informed of applicants in a timely fashion. This would then be discussed at a subsequent board meeting. Manager Mick noted that the next Meeting of September 8 is a rules meeting for discussion. The September 21 regular meeting is an action meeting for voting.

9. Ordinance: An Ordinance Amending Ordinance No. 1633, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area by Extending the Term of the Redevelopment Plan from 23 Years to 35 Years (First Reading)

Manager Mick read Item #9 on the debatable Agenda. This item has had first reading and will be up for discussion at the next rules meeting, and will be on the agenda for action at a subsequent board meeting.

Mayor Vanderbilt asked for a motion to consider postponement of the two appointments until the September 21 board meeting. Motion was moved by Trustee Settles and seconded by Trustee Woods. A roll call vote was called by Mayor Vanderbilt on the motion to postpone the appointments. The motion was approved with the following results:

Ayes: 5
Nays: 0
Absent: 2

The motion was approved with five (5) ayes, no (0) nays and two (2) absent

Adjournment

This concluded the regular Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee Woods and passed unanimously by roll call vote. The meeting was adjourned following a roll call vote with the following results:

Ayes: 5
Nays: 0
Absent: 2

The meeting was adjourned with five (5) ayes, no (0) nays, and two (2) absent.

Mayor Vanderbilt adjourned the regular meeting at 8:49 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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