

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

Village Hall- Boardroom

7:00 p.m.

September 29, 2020

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

ABSENT: none

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 and Planning Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Works Roderick Ysaguirre.

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Cook County Commissioner Donna Miller via Zoom

Roll Call

The meeting was called to order at 7:02 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

Mayor Vanderbilt read a proclamation naming National Hispanic Heritage Month from September 15 to October 15 noting that Hispanics are an integral part of our diverse community. He also introduced Cook County Commission Donna Miller who represents the Cook County Sixth District. She was on hand to announce the grant award to Park Forest from the Invest in Cook for \$480,000 for needed improvements that meet the goals of the Sustainability Plan. Mayor Vanderbilt and the Trustees thanked Commissioner Miller for her attendance and the grant award.

1. Contract to purchase one Wallace & Tiernan Rectifier/Transformer for #1 OSEC System

Manager Mick said this item is out of the Public Works Department and is an unanticipated expense. As this is a critical piece of equipment, it is imperative to always have a backup to operate the water plant. Director Ysagarrie explained the process of disinfecting the water required by the IPEA. As the rectifier/transformer has failed, a backup is needed with an expected 16-18 week delivery date. Staff recommends ordering the new piece of equipment. Mayor Vanderbilt asked if there were any questions or comments from the Board. Trustee Hennessy asked when the first two rectifiers were purchased. Director Ysagarrie said the first two rectifiers were originals from 2007/2008. When Trustee Herron asked about the cost, Director Ysagarrie said this was the purchase cost and one day for startup/setup with the electrician. The cost to operate it not specific as it is under the Public Utilities in the budget.

Hearing no other questions, this item will be on the agenda at the next regular meeting.

2. Approval of Twenty-eight (28) APX6000 Police Radios

Manager Mick said this item is out of the Police Department. He explained how 17 of the 45 radios have been replaced with a phased in approach. He said the process will have to move forward quicker as the old radios will not be supported by Cook County as of January 2021. Chief Mannino explained the need to replace 28 additional radios before that date. He added that the radios are currently \$600 less per unit than earlier in 2020. Mayor Vanderbilt asked if there were any questions or comments. Trustee asked why the radios were cheaper now and when will new ones be needed. Chief Mannino said it is difficult to predict when new ones are needed, perhaps ten years. He added that the radios will be obsolete due to Cook County's change and it is out of our hands. At the Mayor's suggestion, the Chief said he would look into funds from the Justice Assistance Grant program. Hearing no other questions, this item will be on the agenda at the next regular meeting.

3. A Resolution committing the Village of Park Forest to a twenty percent match if awarded "ITEP" funds in regard to Engineering Services related to design of a Multi-Use path along 26th Street and connecting to the Thorn Creek Trail

Manager Mick said this item is out of the Department of Public Works. He explained that is grant application is through the Illinois Transportation Enhancement Program which requires a commitment from the Village to pay our share, typically, 20%. Director Ysaguirre gave a detailed explanation of the project with a PowerPoint presentation noting the phase one and two and the areas and where the Downtown path will, later, connect via multi-use path to Thorn Creek Trail. Mayor Vanderbilt asked the Board if there were any questions or comments. Trustee Hennessy asked how many phases are planned, when the phases would completed, and the expected costs. Director Ysagarrie explained that there are three phases planned with completion of the first two within one to one and a half years. The final phase's cost without any additional funding, as a guesstimate, would be about \$1,000,000 with a completion date of two to three years. Hearing no other questions, this item will be on the agenda at the next regular meeting.

4. An Ordinance Authorizing the sale of Real Estate commonly known as 336 Early Street in the Village of Park Forest, Cook and Will Counties, Illinois

Manager Mick said items 4 and 5 would be taken together as they relate to the same concept of Village property. He gave an overview of the two properties as the Village owns both through tax delinquency and both are salvageable. Director Kingma said the South Suburban Trades Initiative (SSTI) was created in 2018 as a collaborative effort of the Village of Park Forest, South Suburban College, and Prairie State College. With several trade union apprentice programs included in the group, the property on Early Street was rehabbed, is now vacant, and available to sell. The property on Sauganash Street needs a few minor touch ups. The Village is working with Realtor David Huerta and the South Suburban Land Bank Group. When the Village sells property, it must be approved by an ordinance. The suggested selling price for 305 Sauganash would be \$99,200 with a minimum sales price \$75,000. The property on Early Street would be listed at \$145,000. The proceeds would be used to create a fund that would work on future rehab projects. Mayor Vanderbilt asked the Board if there were any questions or

comments. Trustee Woods asked how the realtor is chosen. Director Kingma said they are working with a list from the South Suburban Land Bank Authority. Any other realtor can contact them or herself for any houses in the future. Mayor Vanderbilt asked if any Park Forest resident/realtors have been vetted. She said she is not aware of any on their website but can call her for more information. Hearing no other questions, these two items will be on the agenda at the next regular meeting.

5. An Ordinance Authorizing the sale of Real Estate commonly known as 305 Sauganash Street in the Village of Park Forest, Cook and Will Counties, Illinois

See #4 above.

6. A Resolution Revising the Rules of Order and Procedure of the Mayor and Board of Trustees

Manager Mick said this item is from the Manager's Office and the Trustees. This resolution is a result of a discussion at an August meeting to codify the process to allow the Board to receive the names of applicants to commissions and appointments fourteen days prior to their appointment. Mayor Vanderbilt stated that this change would bring transparency to the appointments of commissioners so the applicants can be vetted within a reasonable time. He asked if there were any questions or comments from the Board.

Trustees Settles felt that time was needed for the Board to review the applications, 14-30 days. She also recommended that the chairs' and vice-chairs' recommendations should be taken into consideration for appointments. Trustee Woods would also like the time to review the applications. He suggested, upon their appointment, the new commissioners should be introduced to the Board and the public at a board meeting soon after their appointments based on their availability. Trustee Hardy asked how and when she would voice her concerns in this process. Manager Mick suggested that he could include the applications for review in his Friday update to the Board. Then concerns could be addressed to the Mayor on a non-on-one basis which would not violate the Open Meetings Act. Any concerns would be shared with the Mayor prior to the meeting. Then the decision to go forward or not would be made. The appointments are on the consent agenda only once. Both Trustee Settles and Graham agreed that this process would allow them to see the appointments prior to the names appearing on the consent agenda for approval. All concerns would be addressed in advance as is currently done with other issues. Trustee Herron was in favor of speaking to the Mayor individually regarding the applicants. This would also allow time for the Board to reach out individually to the applicants.

When asked by Mayor Vanderbilt if the Board would prefer 14 or 30 day advance notice, Trustees Graham, Woods, Herron, Settles, and Hardy said 14 days would be appropriate. Trustee Hennessy stated that all commissions are not the same. She would like more time for appointments on the Police and Fire Commissions. Mayor Vanderbilt said that a minimum of 14 days would be considered as verbiage. Mayor Vanderbilt asked if there were any other questions or comments from the Board or Attorney Secler. Hearing none, this item will be on the agenda at a subsequent meeting.

Mayor's Comments

Mayor Vanderbilt said Saturday was very busy in Park Forest with the Recyclefest, Main Street Market, Free Fall fun Day, ribbon cutting for the new Park Forest business, JR Photography, and the Movie Night. He thanked all involved who participated in these activities. On Tuesday, October 6, and Tuesday, November 10, there will be food giveaways at Talala School

Manager's Comments

Manager Mick reported the early voting information for residents in Cook County. He noted that the 2020 Census self-response rate for Park Forest is 70.9%, and added that the deadline has been extended through October 5, 2020. Online registration is recommended for the Glow Walk scheduled for Saturday, October 3. Manager Mick thanked all those who work behind the scenes on the Main Street Market since May. October 31 will be the last one in 2020. He also thanked volunteers, staff, and the Park Forest Police Department (traffic control) involved in the Recyclefest Event. It was a very successful event.

Trustee's Comments

All the Trustees welcomed a new business to Park Forest, JR Photography at 238 Main Street. Trustee Settles commented on the National Hispanic Heritage Month proclamation encouraging all residents to remember the vital contributions to our community.

Trustee Graham reported that the Environment Commission will meet Thursday, October 1, via Zoom.

Trustee Woods acknowledged those of Hispanic Heritage and all their contributions to our community.

Trustee Hardy said that the Planning and Zoning Commission will meet Tuesday, October 13 at 7pm and the Commission on Human Relations will meet the same day at 6:30pm. Recyclefest was so useful to all our residents; she thanked all those who pitched in.

Trustee Herron and Trustee Hennessy echoed the other Trustees' comments. Trustee Hennessy also thanked the Mayor for opening a dialogue regarding the appointments.

Attorney's Comments

No formal report

Clerk Comments

Clerk McGann gave information regarding voter registration for Cook and Will County residents and locations for early voting in Will County.

Audience to Visitors

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)

Adjournment

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

Ayes: 7
Nays: 0
Absent: 0

The meeting was adjourned with seven (7) ayes, no (0) nays, and no (0) absent.

Mayor Vanderbilt adjourned the regular meeting at 8:37 p.m.

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.**

*****This meeting will be broadcast live, and recorded, on the local cable access channels in Park Forest (channel 4 for Comcast subscribers & channel 4 for AT&T U-Verse subscribers) and will be streamed live, and subsequently archived, on the Village website at www.villageofparkforest.comNOTE: Copies of Agenda Items are Available on the Village website at www.villageofparkforest.com**