

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE
JUNE 22, 2020
Meeting Held virtually on Zoom
Due to COVID-19
5:30 p.m.

1. CALL TO ORDER
The meeting of the Board of Trustees of the Village of Roselle was called to order at 5:30 p.m. by Mayor Maglio.

2. PLEDGE OF ALLEGIANCE – Led by Mayor Maglio.

3. ROLL CALL:
Upon Roll Call the following answered: Mayor Maglio, Trustees Berkshire, Devitt, Domke, Pileski, Sarno and Trejo.
ABSENT: None

OTHERS PRESENT: Village Administrator Jeff O'Dell, Assistant Village Administrator Jason Bielawski, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner Caron Bricks, Administrative Intern Brian Joanis and Village Clerk Patty Burns.

4. PRESENTATION OF PREPARED AGENDA
Motion by Trustee Devitt, second by Trustee Trejo, to Approve the Prepared Agenda as presented.

ROLL CALL:

AYES: Devitt, Trejo, Berkshire, Pileski, Sarno, Domke

NAYS: None

MOTION CARRIED.

5. CITIZEN COMMENTS/QUESTIONS – None

6. OFFICIALS AND STAFF REPORTS

6A. MAYOR

1. REAPPOINT MARGARET ROSS TO THE FIREFIGHTER' PENSION FUND BOARD FOR A TERM TO END APRIL 30, 2023, WITH THE CONCURRENCE OF THE BOARD OF TRUSTEES.

Motion by Trustee Domke, second by Trustee Devitt, to Approve Item 6A1.

ROLL CALL:

AYES: Domke, Devitt, Trejo, Sarno, Berkshire, Pileski

NAYS: None

MOTION CARRIED.

2. PASS ORDINANCE 2020-4105 AMENDING THE “CODE OF ORDINANCES, VILLAGE OF ROSELLE, ILLINOIS” LIMITATION ON NUMBER OF LICENSES COVERING THE SALE OF ALCOHOLIC LIQUORS IN THE VILLAGE OF ROSELLE.

Motion by Trustee Devitt, second by Trustee Pileski, to Approve Item 6A2.

ROLL CALL:

AYES: Devitt, Pileski, Berkshire, Sarno, Domke, Trejo

NAYS: None

MOTION CARRIED.

6B. VILLAGE TRUSTEES – No Report

6C. VILLAGE CLERK – No Report

6D. VILLAGE ATTORNEY – No Report

6E. CHAMBER of COMMERCE LIAISON – The Chamber of Commerce is meeting for lunch weekly at Villaggio’s Restaurant.

6F. TREASURER’S REPORT – By Finance Director Tom Dahl

6G. VILLAGE ADMINISTRATOR

- 6G1. Review of staff update on its COVID-19 Budget Response Plan and provide additional direction on next steps.

At its April 13 and May 11 meetings, the Village Board provided staff direction on a proposed budget response plan to the COVID-19 pandemic health crisis. Since those meetings, staff has continued to evaluate State and Federal reimbursement programs, General Fund revenue projections, deferment or elimination of additional operating expenditures, finalized a reopening plan for the Village Hall, and continued evaluation of modifications made to existing municipal service delivery.

In addition, the Mayor has signed several Executive Orders (later ratified by the Village Board) extending deadlines for certain administrative fees to ease the financial burden on resident and business owners while at the same time relaxing certain liquor and zoning ordinance prohibitions thereby allowing restaurants and bar owners opportunities to maximize business and sales during the State of Illinois stay at home order and other restrictions placed on local businesses.

The upcoming July 13 and July 27 Village Board meetings will be used to revisit the previous deferrals of various capital project programs, the hiring freeze placed on several full-time vacant positions, and the status of State or Federal reimbursement and financial assistance programs.

Staff requested the Village Board to provide staff with additional direction on the following:

1. Staff updated the Village Board on the status of these delayed and reduced payments should it want to direct staff to identify additional deferral or relief programs for further consideration at one of these upcoming July meetings.
2. The Village Hall will reopen to the public on July 6. As part of that reopening, staff has prepared a plan for public access to the Village Hall, the number of hours the Village Hall will be open to the public, and return of certain employees. Staff asked for confirmation on the plan for reopening municipal facilities.
3. The summer issue of the Roselle Reporter newsletter is scheduled for release early next month. Typically, this issue of the newsletter is used to promote our large special events during the summer. Due to the pandemic health crisis and cancellation of those special events, staff is proposing a special issue of the newsletter which would be reduced in length and focus solely on municipal news.

Trustee Trejo recommended that there be a credit on the business license fee for each month closed. He also would like to suggest a credit for the train station parking passes. The credit should be offered back to April 1, 2020.

After discussion, the Board directed staff to waive late fees for any business license through August, 2020 and to offer a refund on train station parking passes retroactive to April 1, 2020, with an end date of July 31, 2020 for this offer. After July 31, 2020, the train parking pass will only be refunded for the next full month.

Staff was directed to proceed as recommended for reopening and the newsletter changes. No advertising will be offered, but a link to the normal advertisers is suggested.

6G2. Update on the Envision Roselle 2020-2050 community Vision Plan.

The Village Board's 2018 – 2021 Strategic Plan includes a strategic priority for Community Engagement. During the strategic planning process, the Village Board identified a goal of developing a community wide shared vision and achieving this goal through initiatives such as conducting a community engagement and visioning effort process.

Based on the directive of the Village Board, staff began a community engagement and visioning process by convening a leadership group of representatives of our schools, parks, and library, recommending the Village retain the services of a consultant to facilitate the visioning process, and embarking on an extensive community outreach effort involving surveys, focus groups, and a community forum. That effort culminated earlier this year with completion of an Executive Summary - Envision Roselle Community Vision Plan and preparation for our Town Hall meeting scheduled for April 21. Unfortunately, the COVID-19 pandemic crisis hit and our Town Hall meeting was cancelled.

Staff provided Trustees with an update on the status of the community visioning initiative, and identified opportunities for moving forward despite the impact the COVID-19 pandemic crisis is having on our community. While staff recommends the Village continue to serve as the lead organization on this initiative, next steps include identifying other organizations, groups, and individuals from the community to collaborate with the Village to develop and implement the five priorities identified in the Envision Roselle Plan.

7. **CONSENT AGENDA**

A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JUNE 8, 2020.

B. APPROVE THE FIFTH PARTIAL PAYMENT FOR THE DEVLIN INFLUENT PUMP & SCREENING IMPROVEMENTS PROJECT TO *WILLIAMS BROTHERS CONTRACTING INC.* IN THE AMOUNT OF \$401,366.77.

Motion by Trustee Domke, second by Trustee Trejo, to Approve the Consent Agenda.

ROLL CALL:

AYES: Domke, Trejo, Berkshire, Sarno, Pileski, Devitt

NAYS: None

ABSENT: None

MOTION CARRIED.

8. **REGULAR AGENDA**

9. COMMUNITY DEVELOPMENT – Trustee David Pileski

9A. PUBLIC HEARING FOR THE ANNEXATION OF 7N580 HAWTHORNE.

Motion by Trustee Pileski, second by Trustee Trejo, to Open a Public Hearing for the Annexation of 7N580 Hawthorne, Medinah, IL at 6:30 p.m.

ROLL CALL:

AYES: Pileski, Trejo, Domke, Devitt, Sarno, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

No one from the public spoke in favor of the annexation.
No one from the public spoke against the annexation.

There were no questions regarding the annexation from the public or the Village Board.

Motion by Trustee Pileski, second by Trustee Trejo, to Close the Public Hearing at 6:32 p.m.

ROLL CALL:

AYES: Pileski, Trejo, Domke, Devitt, Sarno, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

- 9B. PASS ORDINANCE 2020-4106 AUTHORIZING EXECUTION OF AN ANNEXATION AGREEMENT FOR 7N580 HAWTHORNE, MEDINAH, IL.

Motion by Trustee Pileski, second by Trustee Trejo, to Approve Item 9B.

ROLL CALL:

AYES: Pileski, Trejo, Berkshire, Sarno, Devitt, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

- 9C. PASS ORDINANCE 2020-4107 ANNEXING TERRITORY TO THE VILLAGE OF ROSELLE, DUPAGE AND COOK COUNTIES, ILLINOIS AND ESTABLISHING R-2 SINGLE FAMILY RESIDENCE DISTRICT ZONING AND AMENDING THE ZONING MAP FOR 7N580 HAWTHORNE, MEDINAH, IL.

Motion by Trustee Pileski, second by Trustee Trejo, to Approve Item 9C.

ROLL CALL:

AYES: Pileski, Trejo, Sarno, Devitt, Domke, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

- 9D. RECOMMEND APPROVAL OF A SPECIAL USE PERMIT FOR AUTOMOTIVE REPAIR AS AN ACCESSORY USE TO A PERMITTED USE AT 380 MONACO WITH CONDITIONS.

Motion by Trustee Pileski, second by Trustee Trejo, to Approve Item 9D.

ROLL CALL:

AYES: Pileski, Trejo, Devitt, Domke, Berkshire, Sarno

NAYS: None

ABSENT: None

MOTION CARRIED.

- 9E. RECOMMEND APPROVAL OF A SPECIAL USE PERMIT FOR AN ADULT DAY CARE CENTER AT 725 E. IRVING PARK ROAD, UNITS A, C, D.
Motion by Trustee Pileski, second by Trustee Trejo, to Approve Item 9E.
ROLL CALL:
AYES: Pileski, Trejo, Domke, Berkshire, Sarno, Devitt
NAYS: None
ABSENT: None
MOTION CARRIED.
10. ADMINISTRATION – Trustee Barbara Sarno
- 10A. ADOPT A RESOLUTION APPROVING THE ASSIGNMENT OF A COMMERCIAL SUBLEASE BETWEEN THE VILLAGE OF ROSELLE AND *PAMMY CAKES CAFÉ LLC* (METRA STATION COFFEE VENDOR SUBLEASE) UPON FINAL APPROVAL OF THE VILLAGE ATTORNEY.
Motion by Trustee Sarno, second by Trustee Pileski, to remove this item from the agenda for a later report to the Village Board from staff.
ROLL CALL:
AYES: Sarno, Pileski, Trejo, Domke, Devitt, Berkshire
NAYS: None
ABSENT: None
MOTION CARRIED.
11. FIRE – Trustee Patrick Devitt
No Report
12. POLICE – Trustee Wayne Domke
No Report
13. PUBLIC WORKS –Trustee Bruce Berkshire
No Report
14. FINANCE – Trustee Lee Trejo
- 14A. ACCOUNTS PAYABLE
Motion by Trustee Trejo, second by Trustee Devitt, to Approve the Accounts Payable List for June 22, 2020 in the amount of \$1,567,269.94 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.
ROLL CALL:
AYES: Devitt, Domke, Sarno, Pileski, Berkshire
NAYS: None
ABSENT: None
ABSTAIN: Trejo
MOTION CARRIED.

15. EXECUTIVE SESSION

Motion by Trustee Trejo, second by Trustee Devitt, to Suspend the Village Board meeting and go into an Executive Session at 6:52 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 21 Executive Session Minutes, 5 Real Property, 12 Risk Management, 11 Litigation, and 3 Collective Bargaining and **Personnel**.

ROLL CALL:

AYES: Trejo, Devitt, Sarno, Berkshire, Domke, Pileski

NAYS: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Devitt, second by Trustee Trejo, to Adjourn the Executive Session and Reconvene the Village Board meeting at 7:23 p.m.

ROLL CALL:

AYES: Devitt, Trejo, Sarno, Berkshire, Pileski, Domke

NAYS: None

MOTION CARRIED.

16. PASS ORDINANCE 2020-4108 AMENDING ORDINANCE NO. 80-949
ESTABLISHING A PAY PLAN FOR VILLAGE OFFICERS AND EMPLOYEES.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 16.

ROLL CALL:

AYES: Domke, Trejo, Devitt, Berkshire, Sarno, Pileski

NAYS: None

ABSENT: None

MOTION CARRIED.

17. OTHER BUSINESS - None

18. ADJOURN VILLAGE BOARD MEETING

Motion by Trustee Trejo, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:30 p.m.

ROLL CALL:

AYES: Trejo, Domke, Devitt, Pileski, Berkshire, Sarno

NAYS: None

ABSENT: None

MOTION CARRIED.

Submitted on this 13th day of July, 2020.

Patty Burns, Village Clerk