

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE, 2020
JULY 13, 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, Police Chief Steve Herron, Management Analyst Brian Joanis and Village Clerk Patty Burns.

4. PRESENTATION OF PREPARED AGENDA

Motion by Trustee Trejo, second by Trustee Devitt, to Approve the Prepared Agenda as presented.

ROLL CALL:

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

NAYS: None

MOTION CARRIED.

5. CITIZEN COMMENTS/QUESTIONS

Maggie Havenga

Ms. Havenga shared her concerns for the parking sign changes on Rodenburg Rd. Residents are unable to find parking because of the school zone.

Kathy Schwass

Ms. Schwass had questions about the shooting incident on Picton Ave. on June 28, 2020.

Patricia Scoville

Ms. Scoville requested an update on the shooting incident on Picton Ave. on June 28, 2020.

6. OFFICIALS AND STAFF REPORTS

6A. MAYOR

1. ADOPT RESOLUTION 2020-2285 EXTENDING A DECLARATION OF LOCAL STATE OF EMERGENCY APPROVED BY THE VILLAGE BOARD ON JUNE 8, 2020.

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

ROLL CALL:

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

NAYS: None

MOTION CARRIED.

2. DISCUSSION AND DIRECTION ON THE PROHIBITION OR REGULATION OF SHORT-TERM RENTAL HOUSING IN THE COMMUNITY.

At its last regular meeting on June 22, 2020 the Village Board directed staff to bring back for further discussion the prohibition or regulation of short-term rental housing in the community. Based on that direction, staff consulted with the Village Attorney to discuss the legal authority for a municipality to regulate short-term rental housing within its jurisdiction and reviewed ordinances from other communities that have implemented various measures to prohibit or regulate this type of business.

Trustee Pileski suggested that the Village Board consider home rule to give the Village more flexibility with these types of issues. At this time, all the Village can do is use zoning to control this situation.

Trustee Pileski feels that the public should have a change to voice their concern and this can be accomplished by placing a referendum on the November ballot for home rule status.

Trustee Devitt wants to create a committee to explore all options to approach this in the best way. He would like to volunteer to head this committee.

Trustee Berkshire agrees with Trustee Devitt – use a committee to research what the Village can do, but it should not be a knee jerk reaction.

Trustee Domke added that the Village has until August 17, 2020 to place a referendum on the November ballot. He would also like to volunteer to be on this committee.

Trustee Trejo also volunteered for the committee. He also suggested that all Board members reach out to their lawmakers to have them support giving more power to the municipalities for situations such as this.

Mayor Maglio supports the concept of creating a committee to delve deeper into the possibility of placing a home rule referendum question on the November ballot. He will assign committee members this week.

- 6B. VILLAGE TRUSTEES – No Report
- 6C. VILLAGE CLERK – No Report
- 6D. VILLAGE ATTORNEY – No Report
- 6E. CHAMBER of COMMERCE LIAISON – The Chamber of Commerce Golf outing is August 26, 2020.
- 6F. TREASURER’S REPORT – No Report
- 6G. VILLAGE ADMINISTRATOR – No Report

7. **CONSENT AGENDA**

- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JUNE 22, 2020.
- B. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JUNE 29, 2020
- C. PASS ORDINANCE 2020-4109 RATIFYING AND ADOPTING ACTIONS BY MAYORAL EXECUTIVE ORDER DURING A LOCAL STATE OF EMERGENCY.
- D. PASS ORDINANCE 2020-4110 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 22W350 CREST AVENUE, MEDINAH.
- E. PASS ORDINANCE 2020-4111 GRANTING A SPECIAL USE PERMIT FOR AUTOMOTIVE REPAIR AS AN ACCESSORY USE TO A PERMITTED USE AT 380 MONACO.
- F. PASS ORDINANCE 2020-4112 GRANTING A SPECIAL USE PERMIT FOR AN ADULT DAY CARE CENTER AT 725 E. IRVING PARK ROAD, UNITS A, C, & D.

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

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

8. **REGULAR AGENDA**

9. FINANCE – Trustee Lee Trejo

9A. PRESENTATION OF THE FY 2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) BY JASON COYLE FIRM *BAKER TILLY VIRCHOW KRAUSE LLP*.

The FY 2019 audit was conducted in March. Since that time, Finance staff has worked with Baker Tilly to prepare the final FY 2019 report. In addition to the CAFR, Baker Tilly has provided the Auditor's Communication to the Board of Trustees. As part of the annual audit, the auditors are required to communicate internal control matters that they classify as significant deficiencies and material weaknesses. This one page report must be published on the Village's website. The auditors did not identify any deficiencies in internal controls that they consider to be material weaknesses.

9B. PRESENTATION OF THE ACTUARIAL VALUATION REPORTS FOR THE POLICE PENSION FUND AND FIREFIGHTERS' PERNSION FUND BY FOSTER & FOSTER.

Foster & Foster was hired to prepare the combined Funding and GASB 67-68 Disclosure Reports for the Roselle Police Pension Fund and the Roselle Firefighters' Pension Fund. The Funding portion of the report is used to determine the amount required to be contributed to the pension plans by the Village, which is included in the property tax levy for FY 2021. The GASB 67-68 Disclosure portion of the report is a required report used to determine the Net Pension Liability of the Village for the two pension funds and the note disclosures that are included in the FY 2019 CAFR. A representative from Foster & Foster will be at the Village Board meeting to present the data and answer questions.

The actuarially determined contribution for FY 2021 for the Police Pension Fund is \$1,898,945, an increase of \$176,577. The increase is partially due to changes made to Tier 2 benefits by the state legislature, an investment return of 5.94% (Actuarial Asset Basis) and more retirements than expected. The Police Pension Fund Coverage Ratio (% funded) decreased from 58.0% to 57.3%.

The actuarially determined contribution for FY 2021 for the Firefighters' Pension Fund is \$757,235, an increase of \$99,095. The increase is partially due to changes made to Tier 2 benefits by the state legislature and an investment return of 4.88% (Actuarial Asset Basis). The Firefighters' Pension Fund Coverage Ratio (% funded) decreased from 65.5% to 62.0%.

The total contribution requirement is \$2,656,180, an increase of \$275,672.

- 9C. ACCOUNTS PAYABLE
Motion by Trustee Trejo, second by Trustee Devitt, to Approve the Accounts Payable List for July 13, 2020 in the amount of \$1,147,179.92 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.
ROLL CALL:
AYES: Devitt, Sarno, Berkshire, Pileski, Domke
NAYS: None
ABSENT: None
ABSTAIN: Trejo
MOTION CARRIED.
10. COMMUNITY DEVELOPMENT – Trustee David Pileski
- 10A. DIRECTION TO STAFF REGARDING THE PRE-ANNEXATION REQUEST FOR 6N736 AND 6N744 MEDINAH ROAD FOR THE PURPOSES OF CONNECTING TO VILLAGE WATER AND SEWER UTILITIES.
- Trustee Pileski** recommends moving forward as presented by staff but wants to be very mindful of the costs present and future to the Village. The Village needs to account for the costs and make sure there is some equation for reimbursement.
Trustee Trejo agrees to move forward with the pre-annexation depending on the capacity of our sewer system.
Trustee Domke would like to see a report showing that we have the capacity to handle this restaurant within our sewer system.
Trustee Devitt agrees but would like to see capacity report first.
- Staff directed to bring back a formula to cover all Village costs and a sewer system capacity report.
11. FIRE – Trustee Patrick Devitt
- 11A. ADOPT RESOLUTION 2020-2286 AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE CHANGE ORDER NO. 1 TO THE CONTRACT FOR THE FIRE DEPARTMENT EMERGENCY GENERATOR BETWEEN THE VILLAGE OF ROSELLE AND *STUCKEY CONSTRUCTION COMPANY*.
Motion by Trustee Devitt, second by Trustee Trejo, to Approve Item 11A.
ROLL CALL:
AYES: Devitt, Trejo, Sarno, Domke, Pileski, Berkshire
NAYS: None
ABSENT: None
MOTION CARRIED.
12. POLICE – Trustee Wayne Domke
No Report

13. PUBLIC WORKS –Trustee Bruce Berkshire

- 13A. ADOPT RESOLUTION 2020-2287 AUTHORIZING THE VILLAGE ADMINISTRATOR TO SIGN THE NOTICE OF AWARD TO *KENO & SONS CONSTRUCTION COMPANY*.

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13A.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

- 13B. ADOPT RESOLUTION 2020-2288 AUTHORIZING THE VILLAGE ADMINISTRATOR TO SIGN AN AGREEMENT FOR THE BOTTERMAN OXIDATION DITCH AERATOR REPLACEMENT PROJECT BETWEEN THE VILLAGE OF ROSELLE AND *KENO & SONS CONSTRUCTION COMPANY*.

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13B.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

- 13C. ADOPT RESOLUTION 2020-2289 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR CONSTRUCTION ENGINEERING SERVICES FOR THE BOTTERMAN OXIDATION DITCH AERATOR REPLACEMENT PROJECT BETWEEN THE VILLAGE OF ROSELLE AND *TROTTER & ASSOCIATES, INC.*

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13C.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

- 13D. ADOPT RESOLUTION 2020-2290 AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER NO. 3 FOR THE DEVLIN WWTP INFLUENT PUMP AND SCREENING PROJECT BETWEEN THE VILLAGE OF ROSELLE AND *WILLIAMS BROTHERS CONSTRUCTION, INC.* IN THE ADDITIVE AMOUNT OF \$14,036.00.

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13D.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

- 13E. ADOPT RESOLUTION 2020-2291 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR THE 2020 STORM SEWER IMPROVEMENT PROJECTS BETWEEN THE VILLAGE OF ROSELLE AND *MAURO CONSTRUCTION, INCORPORATED* IN THE AMOUNT OF \$129,955.00.

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13E.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

- 13F. ADOPT RESOLUTION 2020-2292 AUTHORIZING THE EXECUTION OF A CONTRACT WITH *SAFETY SERVICES & ASSESSMENTS, LLC* FOR THE 2020 SIDEWALK TRIP HAZARD REMOVAL (SAW CUTTING) PROGRAM IN THE AMOUNT OF \$80,000.00.

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 13F.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

14. ADMINISTRATION – Trustee Barbara Sarno

- 14A. COVID-19 BUDGET RESPONSE PLAN

Update provided by staff. The Village of Roselle will be seeking reimbursement of expenses related to COVID-19 from DuPage County. There will be an IGA between Roselle and DuPage County on a future agenda to provide for this reimbursement of up to \$900,000.00.

15. OTHER – None

16. EXECUTIVE SESSION

Motion by Trustee Trejo, second by Trustee Domke to go into an Executive Session at 6:46 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, Domke, Devitt, Berkshire, Sarno, Pileski

NAYS: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Devitt, second by Trustee Trejo, to Adjourn the Executive Session meeting at 6:58 p.m.

ROLL CALL:

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

NAYS: None

MOTION CARRIED.

17. ADJOURN VILLAGE BOARD MEETING

Motion by Trustee Trejo, second by Trustee Pileski, to Adjourn the Village Board Meeting at 6:46 p.m.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

Submitted on this 27th day of July, 2020.

Patty Burns, Village Clerk