

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE
JULY 25, 2022
Meeting Held at Roselle Village Hall
Council Chambers
31 S. Prospect
Roselle, IL. 60172
Streamed live on You Tube

1. CALL TO ORDER
The meeting of the Board of Trustees of the Village of Roselle was called to order at 7:00 p.m. by Mayor Pileski.

2. PLEDGE OF ALLEGIANCE – Led by Mayor Pileski.

3. ROLL CALL:
Upon Roll Call the following answered: Mayor Pileski, Trustees Berkshire, Della Penna, Domke, Lenisa, Piorkowski and Trejo.
ABSENT: None

OTHERS PRESENT: Village Administrator Jason Bielawski, Assistant Village Administrator Brian Joanis, Village Attorney Mike Castaldo, Finance Director Tom Dahl, Community Development Manager Caron Bricks, Fire Chief Mark Bozik, Deputy Fire Chief Dave Gnadt, Police Chief Steve Herron, Public Works Director Karen Young, Assistant Public Works Director Kristin Mehl, Community Relations Coordinator Melissa Brito, Economic Development Analyst Matthew Galloway and Deputy Village Clerk Elizabeth Sheffer.

4. PRESENTATION OF PREPARED AGENDA
Motion by Trustee Domke, second by Trustee Trejo, to approve the Prepared Agenda as presented.
Upon voice vote: **MOTION CARRIED.**

5. CITIZEN COMMENTS/QUESTIONS

Mihair Varga, Roselle resident, submitted a comment regarding her concern about Rodenberg Road, near the train tracks, safety and the increased amount of traffic once the townhomes are completed.

Gary Feutz, Roselle resident and BSA Troop 194 adult leader, read a prepared statement regarding obtaining historical information about the Scout Lodge.

Jean Ott, Roselle resident, commented on the intersection of Irving Park and Maple and the feasibility of a no turn on red at the signal.

Appropriate staff will contact each citizen to respond to their comments.

6. OFFICIALS AND STAFF REPORTS

6A. MAYOR

6.A.1. Appoint Amanda Hausman as Village Clerk effective August 3, 2022.

AYES: Trejo, Domke, Della Penna, Berkshire, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED

6.A.2. Appoint Elizabeth Sheffer as Deputy Clerk.

AYES: Trejo, Domke, Della Penna, Berkshire, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED

6.A.3. ADOPT ORDINANCE 2022-4222 AMENDING CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-86 (CLERK'S OFFICE) AND SECTION 2-89 (DUTIES) OF THE CODE OF ORDINANCES OF THE VILLAGE OF ROSELLE.

Motion by Trustee Trejo, second by Trustee Domke, to Approve Ordinance 2022-4222.

ROLL CALL:

AYES: Trejo, Domke, Della Penna, Berkshire, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED

6.A.4. ADOPT ORDINANCE 2022-4223 AMENDING CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-88 (VILLAGE CLERK'S SALARY) OF THE CODE OF ORDINANCES OF THE VILLAGE OF ROSELLE.

Motion by Trustee Trejo, second by Trustee Domke, to Approve Ordinance 2022-4223.

ROLL CALL:

AYES: Trejo, Domke, Della Penna, Berkshire, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED

6B. VILLAGE TRUSTEES – **Trustee Domke** reminded the Board of the Taste of Roselle is coming up the weekend of August 5th through 7th.

6C. VILLAGE CLERK – No Report.

6D. VILLAGE ADMINISTRATOR – No Report.

6E. VILLAGE ATTORNEY – No Report.

7. UNFINISHED BUSINESS

8. **CONSENT AGENDA**

A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JULY 11, 2022.

B. APPROVE THE DECREASE IN THE NUMBER OF CLASS "C" LICENSES FROM 1 TO 0 FOR LITTLE POLISH MARKET INC. 225 IRVING PARK RD.

C. ADOPT ORDINANCE 2022-4224 AMENDING ORDINANCE NO. 80-949 ESTABLISHING A PAY PLAN FOR VILLAGE OFFICERS AND EMPLOYEES.

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

ROLL CALL:

AYES: Trejo, Domke, Della Penna, Berkshire, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED.

REGULAR AGENDA

9. COMMUNITY DEVELOPMENT – Trustee Wayne Domke
No Report.

10. ADMINISTRATION – Trustee Tom Della Penna
No Report.

11. FIRE – Trustee Cheryl Lenisa
No Report.

12. POLICE – Trustee Lee Trejo
No Report.

13. PUBLIC WORKS –Trustee Bruce Berkshire
No Report.

14. FINANCE – Trustee Tom Piorkowski

14A. ACCOUNTS PAYABLE

Motion by Trustee Piorkowski, second by Trustee Trejo, to Approve the Accounts Payable List for July 25, 2022 in the amount of \$1,586,425.56 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

AYES: Piorkowski, Trejo, Berkshire, Domke, Della Penna, Lenisa

NAYS: None

ABSENT: None.

MOTION CARRIED.

15. NEW BUSINESS
16. CITIZENS COMMENTS/QUESTIONS – None
17. PERMIT FEES FOR TAXING BODIES
Caron Bricks, Community Development Manager

Village Code currently requires that anyone requesting to waive or reduce building permit fees must receive approval from the Village Board and applies to all permit applicants. Most instances of permit fees being waived or reduced are at the request of other taxing bodies making improvements to properties, buildings, structures, etc. that are located within the Village of Roselle. The requirement to receive Board approval has led to an inconsistent application when taxing bodies apply for permits. In order to continue fostering relationships with other taxing bodies, staff recommends the Board adopt a policy that could be applied by staff and therefore eliminate the need to place a permit fee waiver request on a Village Board agenda. Finally, it would provide a consistent application of the policy and further our strong relationships with our fellow taxing bodies. Therefore, staff recommends the following that can be included in a formal policy adopted by the Board: All permit fees (as defined in code), for taxing bodies only, may be waived by approval of the Village Administrator or designee. This would include an application form for documentation and tracking purposes. This does not include “direct costs” incurred by the Village. Any other permit fee waiver requests from individuals or non-profit entities will still be presented to the Village Board.

Trustee Domke inquired what would happen if taxing bodies contested the fee. *Staff responded that any controversies can be brought to the Village Board.*

Staff directed to proceed as recommended.

18. JUNE TREASURER'S REPORT AND FY 2022 MID-YEAR BUDGET REVIEW
Jason Bielawski, Village Administrator; Tom Dahl, Finance Director

The Village Board received an update on the FY 2021 Budget. Staff is looking for direction on recommendations for FY 2022 budget modifications.

The Board was in agreement with staff recommendations.

19. EXECUTIVE SESSION
Motion by Trustee Trejo, second by Trustee Domke, to go into an Executive Session at 7:27 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 1 Appointment and Performance of Legal Counsel, 21 Executive Session Minutes, 5 Real Property, 12 Risk Management, 11 Litigation, and 3 Collective Bargaining and **Personnel**.

ROLL CALL:

AYES: Trejo, Domke, Piorkowski, Berkshire, Della Penna, Lenisa

NAYS: None

ABSENT: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Domke, second by Trustee Della Penna, to Adjourn the Executive Session at 7:35 p.m.

Upon Voice Vote: **MOTION CARRIED.**

20. PROVIDE DIRECTION ON FY 2022 MID-YEAR BUDGET

Staff directed to proceed as recommended.

21. OTHER BUSINESS

Trustee Domke proposed the possibility of the village purchasing a drone that could have cross-function use by the police department, public works and other village departments. **Trustee Trejo** asked that staff research cost and possible usage.

Chief Herron discussed that there are FAA requirements but can see if there is opportunity for a drone's usefulness.

Trustee Domke proposed that the village look into lighting and cameras for the new mosaic in the village center.

22. ADJOURN VILLAGE BOARD MEETING

Motion by Trustee Trejo, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:43 p.m.

Upon voice vote: **MOTION CARRIED.**

Submitted on this 8th day of August, 2022.

Elizabeth Sheffer, Deputy Village Clerk