

VILLAGE OF  
**FRANKFORT**  
EST. 1855

**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING  
APRIL 24, 2017**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, April 24, 2017, at 7:00 P.M.

Village Clerk Adam Borrelli called the roll. In attendance were Mayor Jim Holland, Clerk Adam Borrelli, Trustees Cindy Heath, Bob Kennedy, Keith Ogle, Mike Stevens, Dick Trevarthan, and Doug Walker. Also in attendance were Attorney George Mahoney, Police Chief John Burica, and Administrator Jerry Ducay.

**APPROVAL OF SPECIAL ORDERS – UNANIMOUS CONSENT AGENDA**

All items on the Omnibus Agenda are considered to be routine in nature and are enacted in one motion. There is no separate discussion of these items unless a board member makes a request, in which event, the item will be removed from the Consent Agenda and will be considered separately.

A. Approval of Minutes

1. Regular Meeting (April 3, 2017)

B. Approval of Bills - \$1,342,764.40

- Payroll - \$318,878.13 (April 7, 2017); \$318,723.75 (April 21, 2017)

C. Departmental Operations Committee Report

1. Traffic Advisory Committee Recommendation: Traffic Code Ordinance Amendment
  - a. 40 MPH Speed Limit on Steger Road between U.S. Route 45 and Scheer Road
  - b. "No Truck Traffic" Signage: Maple & Nebraska Street  
(Waive 1<sup>st</sup> and 2<sup>nd</sup> Readings and Adopt)

Accept the recommendation of the Departmental Operations Committee, waive the First and Second Readings, and adopt AN ORDINANCE (NO. 3085) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 71, TRAFFIC CONTROL SCHEDULES, to increase the speed limit to 40 MPH on Steger Road between U.S. Route 45 and Scheer Road; and post "No Truck Traffic" signage at the southwest corner of Maple Street and Nebraska Street.

2. Sanitary Sewer Relining Project – Resolution

Accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 17-10) AUTHORIZING THE EXECUTION OF A SANITARY SEWER RELINING AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND HOERR CONSTRUCTION, INC., for the relining and repair of approximately

6,200 linear feet of sanitary sewer main as part of the Village's sewer collection system maintenance program, in the amount of \$152,520.00.

3. Commonwealth Edison Sewer Easement Agreement – Resolution

Accept the recommendation of the Departmental of Operations Committee and adopt A RESOLUTION (NO. 17-11) AUTHORIZING THE EXECUTION OF A SANITARY SEWER EASEMENT AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND COMMONWEALTH EDISON COMPANY, granting an easement for the installation of a sanitary sewer force main as part of the Village's Wastewater Treatment Plant Consolidation Program in the amount of \$22,000.00.

4. Regional Laboratory/Administrative Building Furniture Purchase – Resolution

Accept the recommendation of the Departmental of Operations Committee and adopt A RESOLUTION (17-12) AUTHORIZING AN EXPENDITURE TO MIDWEST OFFICE INTERIORS, in an amount not to exceed \$24,199.59, to purchase furniture for the new Laboratory/Administrative Building at the Regional Wastewater Treatment Plant Facility.

5. Folding/Inserting System with Stacker – Resolution

Accept the recommendation of the Departmental of Operations Committee and adopt A RESOLUTION (NO. 17-13) AUTHORIZING A PURCHASE AGREEMENT/EQUIPMENT AND SOFTWARE MAINTENANCE AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND PITNEY BOWES, for the purchase of the TI30-Relay 3000 Inserting System and TIRS-Vertical Power Stacker, in the amount of \$12,093.95, plus an annual equipment maintenance fee of \$1,120.50.

D. Financial Affairs Committee Report

1. Fiscal Budget 2017/2018: Approval and Adoption

Accept the recommendation of the Financial Affairs Committee and approve the Village of Frankfort municipal budget for fiscal year 2017/2018.

2. End of Year Transfers: Approval

Approve the year-end Village of Frankfort interfund transfers as presented and dated April 30, 2017.

3. Transfer to Taxing Bodies: Authorization

Authorize staff to disburse funds to various taxing bodies collected on building permits during the final quarter of the fiscal year on April 30, 2017.

E. Land Use and Policy Committee Report

1. Donation Box – Ordinance

(Waive 1<sup>st</sup> and 2<sup>nd</sup> Readings and Adopt)

Accept the recommendation of the Land Use and Policy Committee, waive the First and Second Readings, and adopt AN ORDINANCE (NO. 3086) PROVIDING FOR THE REGULATION OF UNATTENDED DONATION/COLLECTION BOXES IN THE VILLAGE OF FRANKFORT AND REPEALING ORDINANCE NO. 2697.

2. Land Dedication Agreement: Lot 2 of the Kunes Subdivision – Resolution

Upon Village Board approval of the final plat of the Kunes Subdivision, accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 17-14) ACCEPTING THE DEDICATION OF LOT 2 OF THE KUNES SUBDIVISION, PART OF PIN 19-09-16-400-0000, and terms of its dedication, for the construction of the new force main as part of the Wastewater Treatment Plant Consolidation Program.

F. Plan Commission Report Summary

1. Kunes Subdivision - Final Plat Approval

Accept the recommendation of the Plan Commission and approve the Final Plat of Kunes Subdivision, prepared by Claassen, White & Associates, dated 03.06.17, in accordance with the reviewed plans and conditioned upon IDOT review and acceptance of the final plat.

2. Sid's Graphs Special Use For Retail: 22829 S. Mustang Road, Unit B - Ordinance (Waive 1<sup>st</sup> and 2<sup>nd</sup> Readings and Adopt)

Accept the recommendation of the Plan Commission, waive the First and Second Readings and adopt AN ORDINANCE (3087) GRANTING A SPECIAL USE PERMIT FOR LIMITED RETAIL SALES IN ASSOCIATION WITH A WAREHOUSE FOR CERTAIN PROPERTY LOCATED IN THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (SID'S GRAPHS, 22829 S. MUSTANG ROAD, UNIT B), granting a special use permit for retail sales to the property located at 22829 S. Mustang Road, Unit B, to permit the operation of Sid's Graphs, in accordance with the reviewed plans and public testimony.

Trustee Trevarthan made a motion (#1), seconded by Trustee Stevens, to approve the Unanimous Consent Agenda.

Following a motion to approve, Trustees Heath, Kennedy, Stevens, and Trevarthan provided an overview of the consent agenda docket items under consideration for approval.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken. Trustee Stevens complimented Trustee Heath for her thorough overview of the budget.

Clerk Adam Borrelli called the roll. Ayes: Trustees Heath, Kennedy, Ogle, Stevens, Trevarthan, and Walker. Nays: None. The motion carried.

**MAYOR'S REPORT**

- Mayor Holland announced the Spring Farmer's Market opens Sunday, April 30, from 10:00 A.M. to 2:00 P.M.

- Mayor Holland recognized the Frankfort businesses that generously donated to the Earth Day celebration on April 22 and the volunteers who participated in the planting and clean-up activities.
- Mayor Holland requested a motion from the floor to extend the temporary waiver of sewer and water fees for qualified residents and utility customers of Frankfort who are on active duty in the U.S. Armed Forces.

Trustee Trevarthan made a motion (#2), seconded by Trustee Heath, to adopt A RESOLUTION (NO. 17-15) AUTHORIZING THE WAIVER OF WATER AND SEWER FEES FOR VILLAGE OF FRANKFORT MILITARY PERSONNEL SERVING ON ACTIVE DUTY IN THE ARMED FORCES OF THE UNITED STATES OF AMERICA.

Clerk Borrelli called the roll. Ayes: Trustees Heath, Kennedy, Ogle, Stevens, Trevarthan, and Walker. Nays: None. The motion carried.

- Mayor Holland entertained a motion from the floor to adopt an amendment to the Liquor Ordinance to authorize a reduction in the number of Class E-1 (Restaurant, prohibiting bar and carry-outs) liquor licenses to two, to reflect the closing of El Pueblito.

Trustee Heath made a motion (#3), seconded by Trustee Walker, to waive the First and Second Readings and adopt AN ORDINANCE (NO. 3088) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, CHAPTER 113: INTOXICATING LIQUOR, to reduce the number of Class E-1 liquor licenses from three to two. A voice vote was taken. All were in favor. The motion carried.

- Mayor Holland extended congratulations to Village Attorney George F. Mahoney, III on being named to the 2017 Class of Laureates by the ISBA.
- Outgoing Trustee R. Douglas Walker was presented with a plaque by Mayor Holland in recognition and appreciation of his 16 years of outstanding service on the Village Board. Mayor Holland personally thanked him for taking a special interest in the community and for his support while serving on the Board.
- Trustee Walker thanked Mayor Holland for providing the leadership, mentorship and vision for the Village. He expressed his pleasure of serving with the board members, past board members and staff, and thanked everyone for the opportunity to serve such a great community.

### **POLICE DEPARTMENT REPORT**

Police Chief Burica encouraged residents to be cautious when receiving unsolicited emails, noting phishing scams have resurfaced in the area. Chief Burica announced that it is "Distracted Driving Awareness Week." He reminded residents that use of cell phone use must be hands-free

while driving and is completely prohibited in construction and school zones. He also reminded residents to keep their garage doors closed and to lock their vehicles. He extended his appreciation to Trustee Walker on his insight and thanked him for their good working relationship over the years.

### **VILLAGE ADMINISTRATOR'S REPORT**

Administrator Ducay voiced his pleasure of serving with Trustee Walker and recognized him as an exceptional public servant.

### **VILLAGE ATTORNEY'S REPORT**

Village Attorney George Mahoney extended a sincere "thank-you" to Trustee Walker.

### **OTHER BUSINESS**

Mayor Holland, Clerk Borrelli, and each of the Trustees recognized Trustee Walker for his 16 years of dedicated service and commitment to the residents of Frankfort. They applauded his thoughtful approach and expressed their pleasure and honor in working with him.

The Board extended their congratulations to Attorney Mahoney on being named an ISBA Laureate.

Clerk Borrelli reported that the official election turnout results will be provided at the next Village Board meeting on Monday, May 1.

Trustee Ogle thanked everyone who participated in the Earth Day activities. He reported the Lincoln-Way Half Marathon will be held on Saturday, April 29 and registration was still available.

Trustee Heath commented on her daughter's recent visit to Moscow and her daughter's new perspective of the many things we take for granted and what a beautiful community we have in Frankfort.

Trustee Kennedy recognized Finance Director Jenni Booth and Trustee Heath for their expertise and hard work on the budget. He encouraged residents to continue to "shop Frankfort," noting that sales tax revenue is an important component of the Village's budget and directly benefits the community.

Trustee Walker extended his appreciation to his wife and kids, thanking them for their support during his tenure as Trustee.

**PUBLIC COMMENTS**

No public comments were received by the Village Board.

**ADJOURNMENT TO EXECUTIVE SESSION - PERSONNEL**

Trustee Trevarthan made the motion (#4), seconded by Trustee Stevens, to adjourn to Executive Session for the purpose of discussing personnel.

Clerk Borrelli called the roll. Ayes: Trustees Heath, Kennedy, Ogle, Stevens, Trevarthan, and Walker. Nays: None. The motion carried.

The Village Board adjourned to Executive Session at 7:50 P.M.

The Village Board came out of Executive Session at 9:32 P.M. and resumed the regular board meeting.

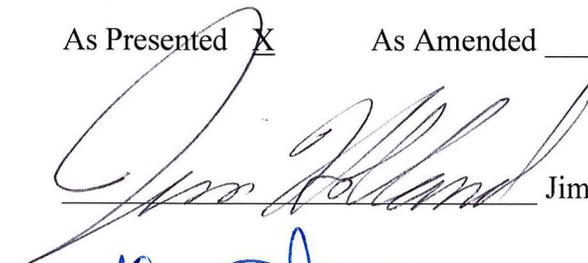
No action was taken as a result of Executive Session.

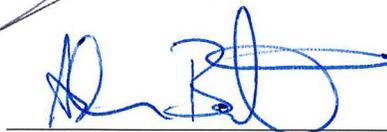
**ADJOURNMENT**

Upon return from Executive Session, Trustee Stevens made a motion (#5), seconded by Trustee Trevarthan, to adjourn the regular board meeting of Monday, April 24, 2017. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 9:33 P.M.

Adam Borrelli  
Village Clerk

As Presented  As Amended

  
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Jim Holland, Village President

  
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Adam Borrelli, Village Clerk