

VILLAGE OF
FRANKFORT
EST•1855

**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING
APRIL 15, 2019**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, April 15, 2019, at 7:00 P.M.

Village Clerk Adam Borrelli called the roll. In attendance were Mayor Jim Holland, Village Clerk Adam Borrelli, Trustees John Clavio, Cindy Heath, Bob Kennedy, Keith Ogle, and Mike Stevens. Also in attendance were Attorney George Mahoney, Attorney Hannah Lamore, Police Chief John Burica, Village Administrator Rob Piscia, and Asst. Village Administrator Jeff Cook. Trustee Dick Trevarthan was absent.

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.

Trustee Ogle requested the removal of docket item I, Second Amendment to Purchase and Sale Agreement from the Consent Agenda in order to discuss and vote on the item individually.

Trustee Clavio requested the removal of docket items under C, Departmental Operations Committee Report and items under E, Land Use and Policy Committee Report from the Consent Agenda in order to discuss and vote on each item individually.

- A. Approval of Minutes
 - 1. Regular Meeting (April 15, 2019)
- B. Approval of Bills/Payroll - \$641,148.83/\$313,110.43
- C. Departmental Operations Committee Report – Removed from Consent Agenda
- D. Financial Affairs Committee Report
 - 1. Fiscal Budget 2019/2020 – Approval and Adoption
 - Accept the recommendation of the Financial Affairs Committee and approve the Village of Frankfort municipal budget for fiscal year 2019/2020.
- E. Land Use and Policy Committee Report – Removed from Consent Agenda

F. Plan Commission Report Summary

1. Malcheff First Floor Building Materials Variance: 228 Hamilton Avenue – Ordinance (Waive 1st and 2nd Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3203) GRANTING A VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (MALCHEFF RESIDENCE – 228 HAMILTON AVENUE), granting a first floor building materials variance from the masonry requirement to permit the use of cedar siding in the construction of an addition on the rear of the existing home located at 228 Hamilton Avenue, in accordance with the reviewed plans and public testimony.

2. Plat of Abrogation: 8795 Chilton Court – Approval

Accept the Plan Commission recommendation and approve a Plat of Abrogation eliminating the 15 foot wide temporary emergency access easement on the property located at 8795 Chilton Court, prepared by Ruettiger, Tonelli & Associates, Inc., dated 02.18.19, in accordance with the reviewed plans.

G. Collective Bargaining Agreement Approval: International Union of Operating Engineers, Local 150 Public Division – Resolution

Adopt A RESOLUTION (NO. 19-21) AUTHORIZING THE EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 150 PUBLIC DIVISION.

H. Release of Executive Session Minutes and Destruction of Verbatim Records – Resolutions

Adopt A RESOLUTION (NO. 19-22) AUTHORIZING THE RELEASE OF VILLAGE OF FRANKFORT EXECUTIVE SESSION MINUTES FROM YEARS 2016-2018.

Adopt A RESOLUTION (NO. 19-23) AUTHORIZING THE DESTRUCTION OF AUDIO RECORDS OF VILLAGE OF FRANKFORT EXECUTIVE SESSIONS HELD PRIOR TO SEPTEMBER 30, 2017.

I. Second Amendment to Purchase and Sale Agreement – Removed from Consent Agenda

Trustees Clavio, Heath, and Stevens presented a brief 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. No comments were forthcoming.

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

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

DEPARTMENTAL OPERATIONS COMMITTEE REPORT

Trustee Ogle presented a brief overview of the items forwarded from the Departmental Operations Committee under consideration for approval.

1. Project 6 – Regional WWTP Improvements: Change Order No. 5 – Resolution

Trustee Ogle made a motion (#2), seconded by Trustee Stevens, to accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 19-24) AUTHORIZING THE EXECUTION OF AN AGREEMENT AMENDMENT WITH WILLIAMS BROTHERS CONSTRUCTION, INC., APPROVING CHANGE ORDER NO. 5 (WORK CHANGE DIRECTIVES 36-41) AND ONE ADDITIONAL TIME EXTENSION TOTALING THREE CALENDAR DAYS ASSOCIATED WITH PROJECT 6, REGIONAL WWTP IMPROVEMENTS, PARTS A & B, to reflect a net increase of \$39,478.37, resulting in a revised contract price of \$20,714,420.53, as part of the Village's WWTP Consolidation Program (IEPA SRF Loan L17-5388).

Mayor Holland invited trustee and audience comment on the item prior to a vote being taken. Trustee Clavio noted he will abstain from voting on the Departmental Operations items involving expenditures due to not being in attendance at the Departmental Operations Committee meeting held on April 10, 2019, when these items were reviewed and discussed.

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

2. Material Storage Paving Project: Bid Approval – Resolution

Trustee Ogle made a motion (#3), seconded by Trustee Heath, to accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 19-25) AWARDED A CONTRACT TO OAK LAWN BLACKTOP PAVING COMPANY, INC., FOR THE MATERIAL STORAGE AREA PAVING PROJECT, located at 100 Sangmeister Road, in the amount of \$33,000.00.

Mayor Holland invited trustee and audience comment on the item prior to a vote being taken. No comments were forthcoming.

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

3. Disposal of Surplus Vehicle – Ordinance (Waive 1st and 2nd Readings)

Trustee Ogle made a motion (#4), seconded by Trustee Stevens, to accept the Departmental Operations Committee Report, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3204) AUTHORIZING THE DISPOSAL OF A SURPLUS VEHICLE VIA PUBLIC AUTO AUCTION.

Mayor Holland invited trustee and audience comment on the item prior to a vote being taken. No comments were forthcoming.

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

LAND USE AND POLICY COMMITTEE REPORT

Trustee Kennedy presented a brief overview of the items forwarded from the Land Use and Policy Committee under consideration for approval.

1. Personnel and General Safety Manual Revisions

- a. Section 10.06 - Retirement/Voluntary Separation Incentive – Approval*
- b. Section 11.07 - Other Leave/Accommodations – Approval*
- c. Section 14.03 - Training and Tuition Reimbursement - Approval*
- d. Section 14.10 - Tobacco Policy - Approval*

Trustee Kennedy made a motion (#5), seconded by Trustee Heath, to accept the recommendation of the Land Use and Policy Committee and approve the revisions to Sections 10.06, 11.07, 14.03, and 14.10 of the Village of Frankfort Personnel and General Safety Manual.

Mayor Holland invited trustee and audience comment on the items prior to a vote being taken. Trustee Clavio noted he will abstain from voting on the Land Use and Policy items presented due to not being in attendance at the Land Use and Policy Committee meeting held on April 10, 2019, when these items were reviewed and discussed.

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

2. Financial Policies and Procedures

- a. Revenue and Cash Management Policy and Procedures - Adoption*
- b. Purchasing Policy and Procedures - Adoption*
- c. Debt Management Policy and Procedures - Adoption*

Trustee Kennedy made a motion (#6), seconded by Trustee Stevens, to accept the recommendation of the Land Use and Policy Committee and adopt the Revenue and Cash Management, Purchasing, and Debt Management Policies and Procedures.

Mayor Holland invited trustee and audience comment on the items prior to a vote being taken. No comments were forthcoming.

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

3. Agreements for Partial Recapture Release – Approval

Trustee Kennedy made a motion (#7), seconded by Trustee Heath, to accept the recommendation of the Land Use and Policy Committee and authorize the approval of an agreement between the Village of Frankfort and Fleck, and an agreement between the Village of Frankfort, Fleck, and Blue Danube Properties, Inc., concurrently, as presented, and issue concurrently a letter formally acknowledging the acceptance date of the St. Francis Road improvements and the documented actual cost under the 2003 recapture agreement.

Mayor Holland invited trustee and audience comment on the item prior to a vote being taken. No comments were forthcoming.

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

SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT: 7 & 11 N. WHITE STREET - ORDINANCE

Trustee Clavio presented a brief overview of the Second Amendment to the purchase and sale agreement between the Village of Frankfort and SDW, LLC, for the property located at 7 & 11 N. White Street, extending specified performance completion dates 126 days.

Trustee Ogle requested consideration to make an alternative motion granting an extension of 63 days rather than 126 days in order to allow an opportunity for SDW to explain the reason for the additional extension at a future committee meeting. Trustee Heath asked staff if a 63 day extension was a reasonable amount of time to complete what is necessary. Administrator Piscia stated the extension will provide an opportunity for the item to be discussed further at a June committee meeting. Trustee Stevens voiced his support for the project and the 63 day extension request.

Trustee Kennedy made a motion (#8), seconded by Trustee Heath, to waive the First and Second Readings, and pass AN ORDINANCE (NO. 3205) AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO THE PURCHASE AND SALE AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND SDW INVESTMENTS, LLC, for the property commonly known as part of 11 North White Street and part of 7 North White Street, Frankfort, Illinois, extending specified performance completion dates 63 days.

Mayor Holland invited trustee and audience comment on the item prior to a vote being taken. No further comments were forthcoming.

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

MAYOR'S REPORT

- Mayor Holland presented a proclamation to Hickory Creek 8th Grade student, Zach LaMonto, recognizing him for winning the IESA 145-pound State Wrestling Championship title. Hickory

Creek Principal Will Seidelmann congratulated Zach and complimented him on his character both on and off the mat.

- Mayor Holland invited residents to join in the upcoming Earth Day activities on Saturday, April 27.
- Mayor Holland entertained a motion from the floor to proclaim Saturday, April 27, 2019, as Earth Day in the Village of Frankfort. He also noted Frankfort was recognized as a Tree City USA for its efforts to provide a greener and healthier environment for its residents.

Trustee Heath made a motion (#9), seconded by Trustee Kennedy, to designate Saturday, April 27, 2019, as "Earth Day/Arbor Day" in the Village of Frankfort. A voice vote was taken. All were in favor. The motion carried.

- Mayor Holland made a motion (#10), seconded by Trustee Stevens, to adopt A RESOLUTION (NO. 19-26) 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 Clavio, Heath, Kennedy, Ogle, and Stevens. Nays: None. Absent: Trustee Trevarthan. The motion carried.

- Mayor Holland reported Frankfort has won the Government Finance Officers Association Certificate of Excellence for its 2018 fiscal year end Comprehensive Annual Financial Report (CAFR). The Village has been awarded this honor consecutively since 1989.
- Mayor Holland announced the Spring Country Market opens Sunday, April 28, from 10:00 A.M. to 2:00 P.M. He encouraged residents to stop by the Information Booth on opening day to pick up free seed paper in memory of Maggi Lindee, one of the founders of the Frankfort Country Market.
- Mayor Holland presented a personalized desk clock and a framed photograph to Trustees Heath, Kennedy, and Stevens for their years of dedicated service to the Village of Frankfort. Mayor Holland personally thanked them and shared a few words expressing his sincere appreciation to each of them for their contributions to the community.
- Supt. of School District 157-C, Dr. Maura Zinni, thanked Trustees Heath, Kennedy, and Stevens for their support to the school district over the years. She presented Trustee Heath with a personalized pen, expressing appreciation for her dedication and contributions to the students. Hickory Creek Choir and Musical Director, Leslie Walton, read a heartfelt letter recognizing Trustee Heath for her dedication to the students and her extensive involvement in the choir, music, and theatre programs. Chorus Boosters President, Cori Chojnacki, noted the Chorus Boosters will be dedicating a tree at Hickory Creek in honor of Trustee Heath for her support of the choral program.

- Mayor Holland reported Clerk Borrelli submitted his resignation effective April 30, having been elected to the office of Trustee. Mayor Holland reported he is now accepting applications to fill the Village Clerk position.

POLICE DEPARTMENT REPORT

Chief Burica congratulated the Hickory Creek wrestling program and Zach LaMonto on his outstanding accomplishment of winning the state wrestling championship. He announced the next "Coffee with a Cop" event is scheduled for Friday, April 19, from 9:00 AM to 10:30 AM, at Kohl's, 11055 W. Lincoln Highway. He reminded residents to lock their vehicles to avoid being a victim of theft. Chief Burica thanked Trustees Heath, Kennedy, and Stevens for their insight, leadership, and support. He also thanked Trustee Heath for her involvement with the Lincoln-Way Communications Center.

VILLAGE ADMINISTRATOR'S REPORT

Administrator Piscia thanked Trustees Heath, Kennedy, and Stevens for their leadership, expressing his appreciation to each of them. He extended his congratulations to Zach LaMonto and his family on his state championship title. Mr. Piscia reported as part of the Village's Scavenger Services Agreement with NuWay Disposal, residents may place one large item at curbside for disposal each week. He recommended for residents to call NuWay dispatch to request a special pickup of oversized items.

VILLAGE ATTORNEY'S REPORT

Village Attorneys Mahoney and Lamore congratulated and thanked Trustees Heath, Kennedy, and Stevens for serving this extraordinary community with great dignity, honor, integrity, and passion.

OTHER BUSINESS

The Village Board congratulated Zach LaMonto and his family for his outstanding achievement in winning the IESA 145-pound state wrestling championship.

Trustee Clavio extended best wishes to Trustees Heath, Kennedy, and Stevens and thanked them for their guidance. He also recognized their families for their significant part in this role. He thanked retiring Plan Commission Chair Don Schwarz for his years of service on the Plan Commission as well as Margaret Farina and Jessica Petrow, who will be joining the Village Board.

Trustee Kennedy expressed his appreciation for the clock and framed photo of the Old Plank Road Trail, noting his enjoyment of the OPRT and how much the Village means to him. He expressed his appreciation for all the support and encouragement over the years and he thanked staff for their hard work. He congratulated the newly elected trustees and charged them to protect the interests of our residents and utility customers. He thanked Mayor Holland and his wife Stacy, for their support, guidance, leadership, and friendship. Trustee Kennedy concluded by encouraging residents to patronize local businesses and "*Shop Frankfort First.*"

Trustee Heath shared her love for the community and her time serving the residents of Frankfort as a Village Trustee for the past 20 years. She stated it has been an honor to serve the residents and she will miss working with such an outstanding Village Board who all have only the best interests of residents as their single motive. She thanked Mayor Holland and his wife Stacy for their guidance, leadership and commitment to involve residents in decisions. She acknowledged Village staff and thanked Village Administrator Piscia, Asst. Administrator Cook and Police Chief Burica for their leadership. Trustee Heath also recognized audience member, Sylvia Tewes, as one of the founders of the Frankfort Country Market. She expressed her sincerest appreciation of the comments offered by members of the school district. Trustee Heath concluded by expressing her love and appreciation to her family and friends for their support.

Trustee Stevens recognized his wife Barbara and his grandchildren who were in attendance for their support. He thanked Mayor Holland for the great honor of his appointment as Trustee in 2008. He thanked his fellow trustees for their friendship, wishing his best friend Trustee Trevarthan get well wishes. He wished the newly elected trustees the best. He expressed his appreciation to staff and to Attorney Mahoney, noting Attorney Lamore has been a great addition. Trustee Stevens concluded by thanking the residents of this community for the privilege and honor of serving on this board.

Trustee Ogle commented on the Local 150 Collective Bargaining Agreement and the budget approved earlier this evening, thanking staff for their efforts. He encouraged residents to continue to partner with the Police Department and "if you see something, say something." He stated he feels blessed to have served with his fellow trustees, recognizing them for their commitment, honesty, integrity, and desire to do what is best for the community. He wished the incoming trustees the best. He extended a Happy Easter and Passover to those celebrating the holidays.

Clerk Borrelli reported Will County had a 13% voter turnout for the Consolidated Election held on April 2, 2019, noting election results become official on April 23. He shared personal anecdotes of Trustees Heath, Kennedy, and Stevens, recognizing them for their unique attributions and contributions to this board and to the community. He also thanked Deputy Clerk, Theresa Cork, for her assistance during his term as Village Clerk. He concluded by encouraging residents interested in learning more about local government to get involved and apply for the Village Clerk position.

PUBLIC COMMENTS

Dr. Alan Heath shared a few personal words honoring his wife Cindy and their life together during her time serving this community as Village Trustee.

ADJOURNMENT TO EXECUTIVE SESSION

Trustee Ogle made a motion (#11), seconded by Trustee Clavio, to adjourn to Executive Session for the purpose of discussing personnel matters pursuant to 5 ILCS 120/2(c)(1).

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

The Village Board adjourned to Executive Session at 8:32 P.M.

The Village Board came out of Executive Session at 9:05 P.M. and resumed the regular board meeting.

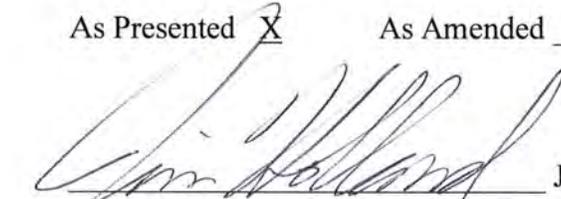
No action was taken as a result of Executive Session.

ADJOURNMENT

Hearing no further business, Trustee Stevens made a motion (#12), seconded by Trustee Heath, to adjourn the regular board meeting of Monday, April 15, 2019. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 9:06 P.M.

Adam Borrelli
Village Clerk

As Presented As Amended



Jim Holland, Village President



Adam Borrelli, Village Clerk