

VILLAGE OF  
**FRANKFORT**  
EST. 1855

**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING  
SEPTEMBER 16, 2019**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, September 16, 2019, at 7:00 P.M.

Village Clerk Gene Savaria called the roll. In attendance were Mayor Jim Holland, Village Clerk Gene Savaria, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, and Dick Trevarthan. Also in attendance were Attorney Hannah Lamore, Police Chief John Burica, Village Administrator Rob Piscia, and Asst. Village Administrator Jeff Cook. Trustee Jessica Petrow 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.

A. Approval of Minutes

1. Regular Meeting (September 3, 2019)

B. Approval of Bills/Payroll - \$629,372.21/\$349,244.07

C. Financial Affairs Committee Report

1. Fiscal Year 2019 Comprehensive Annual Financial Report – Acceptance of Report  
Accept the recommendation of the Financial Affairs Committee and accept the Village of Frankfort's Comprehensive Annual Financial Report for the Fiscal Year ended April 30, 2019.
2. Lauterbach & Amen, LLP Letter of Engagement: Auditing Services - Resolution  
Accept the recommendation of the Financial Affairs Committee and adopt A RESOLUTION (NO. 19-35) AUTHORIZING THE EXECUTION OF A LETTER OF ENGAGEMENT FOR A FIVE-YEAR AUDITING SERVICES CONTRACT BETWEEN THE VILLAGE OF FRANKFORT AND LAUTERBACH & AMEN, LLP, for the fiscal years ending April 30, 2020; April 30, 2021; April 30, 2022; April 30, 2023; and April 30, 2024.

D. Operations Committee Report

1. Professional Engineering Services Agreement: 2019 Sewer Televising and Manhole Assessments - Resolution  
Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 19-36) AUTHORIZING THE EXECUTION OF A PROFESSIONAL ENGINEERING

SERVICES AGREEMENT WITH BAXTER & WOODMAN, INC., for the 2019 Sewer Televising and Manhole Assessments project, in an amount not to exceed \$61,300.00.

2. Roof Replacement Project: 123 Kansas Street - Resolution  
Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 19-37) AWARDED A CONTRACT TO FILOTTO ROOFING, INC., for the tear off, structural repair, and re-roof of the building, located at 123 Kansas Street (Frankfort Chamber of Commerce), in an amount not to exceed \$13,130.00.
3. Police Department Replacement Vehicle - Resolution  
Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 19-38) AUTHORIZING AN EXPENDITURE TO CURRIE MOTORS OF FRANKFORT, in an amount not to exceed \$39,411.00, for the purchase of a 2020 Ford Explorer 4x4 XLT, which includes the vehicle base price, options, equipment and installation of emergency equipment, for use by the Frankfort Police Department.

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

Trustees Borrelli and Trevarthan 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.

Trustee Ogle complimented Finance Director Jenni Booth, the Financial Affairs Committee, and staff for their efforts with the Comprehensive Annual Financial Report (CAFR). He suggested the Village review its current ethics ordinance and consider appropriate updates at a future meeting.

Clerk Savaria called the roll. Ayes: Trustees Borrelli, Clavio, Farina, Ogle, and Trevarthan. Nays: None. Absent: Trustee Petrow. The motion carried.

### **MAYOR'S REPORT**

- Mayor Holland entertained a motion from the floor to support Rail Safety Week with a proclamation.

Trustee Trevarthan made a motion (#2), seconded by Trustee Farina, declaring September 22 through September 28, as "Rail Safety Week" in the Village of Frankfort. A voice vote was taken. All were in favor. The motion carried.

- Mayor Holland announced upcoming events taking place in Frankfort, including the Senior Breakfast and TRIAD Health Expo (September 18); "Your Future, Your Frankfort" open house (September 24); annual OPRT 5K Run/Walk (October 5); and the Country Market (through October 27).

### **POLICE DEPARTMENT REPORT**

Police Chief Burica announced “Country Market with a Cop” is scheduled for Sunday, September 22, from 10:00 AM to 12:00 PM. He reported the Police Department will participate in Rail Safety Week from September 23 to September 28, to promote vehicle and pedestrian safety around railroad tracks and trains. He reminded residents to slow down in residential areas and comply with stop sign regulations. He cautioned residents to lock their vehicles, remove keys and key fobs, and put garage doors down at night to prevent theft.

### **VILLAGE ADMINISTRATOR’S REPORT**

Administrator Piscia announced the last scheduled day for Village provided branch pick-up service is October 14. Leaf collection services begin October 21 and continue through November 25. He reported construction work on Elsner Road continues and total resurfacing of the roadway is slated to be completed by the end of September.

### **VILLAGE ATTORNEY’S REPORT**

Village Attorney Hannah Lamore had no report.

### **OTHER BUSINESS**

Clerk Savaria advised the Illinois Municipal League Annual Conference will be held September 19-21, 2019, noting he looks forward to attending his first conference. He announced business attire will resume at the next Village Board meeting.

Trustee Clavio encouraged citizens to attend the “Your Future, Your Frankfort” Open House on Tuesday, September 24, from 6:30 PM to 8:00 PM, to review the preliminary draft comprehensive plan and provide comments.

Trustee Trevarthan encouraged flexibility by the Village relating to branch pick-up services. Administrator Piscia responded the Village provides one final collection of branches at the end of November and he encouraged residents with branches in need of collection to call the Village Hall for assistance.

Trustee Farina had no report.

Trustee Ogle congratulated the Lincoln-Way High School District 210 Foundation for Educational Excellence, participants, and volunteers on another successful half-marathon and 10K event held over the weekend. He encouraged residents to attend the Open House to review the draft comprehensive plan, noting one of the areas addressed in the plan includes the Laraway Road Corridor.

Trustee Borrelli echoed Trustee Ogle’s earlier comments as they pertained to the CAFR, commending Village staff and the Village Board, including past board members, for their hard work

and responsible approach that contributed to the financial status of the Village. He welcomed Trustee Trevarthan back and expressed appreciation for his descriptions of the past.

**PUBLIC COMMENTS**

No public comments were received by the Village Board.

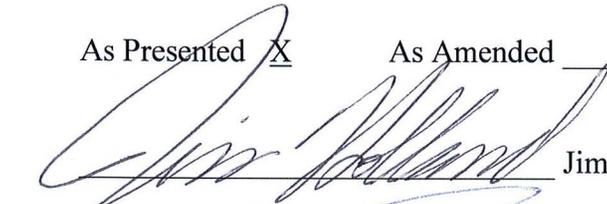
**ADJOURNMENT**

Hearing no further business, Trustee Trevarthan made a motion (#3), seconded by Trustee Clavio, to adjourn the regular board meeting of Monday, September 16, 2019. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 7:27 P.M.

Eugene Savaria  
Village Clerk

As Presented

As Amended



Jim Holland, Village President



Eugene Savaria, Village Clerk