

Village of La Grange Park
Village Work Session Minutes
April 14, 2020

A Work Session Meeting of the Board of Trustees of the Village of La Grange Park, Illinois was scheduled on April 14, 2020 at 7:15 p.m., via Teleconference due to COVID-19.

Village President Discipio called the meeting to order at 7:18 p.m. President Discipio asked all in attendance to rise for the Pledge of Allegiance. He then asked Village Clerk Kooi to call the roll.

Board Members in attendance were (*unless otherwise noted*):

Trustees: Scott Mesick
Michael Sheehan
James Kucera
Robert Lautner
Jamie Zaura
Amanda Seidel

Village President: James Discipio

Also in Attendance were:

Village Manager: Julia Cedillo
Assistant Village Manager: Emily Rodman
Village Clerk: Meghan Kooi (left early)
Deputy Village Clerk: Sandy Bakalich
Village Engineer: Mark Volk
Deputy Building Commissioner: Patrick Boyle
Village Attorney: Cathy Keating
Public Works Director: Rick Radde
Police Chief: Tim Contois
Fire Chief/Building Director: Dean Maggos
Finance Director: Larry Noller
Division Chief: Rick Ronovsky

Village Clerk Kooi informed President Discipio that a quorum was present.

Public Hearing Regarding the Proposed Budget (FY 2020-2021)

Village Manager Julia Cedillo presented the Proposed Budget for FY 2020-2021 to the Village Board and all those in attendance via Teleconference. She reviewed the objectives of the FY 2020-2021 Proposed Budget. She stated the objectives include a focus on a greater financial sustainability for the Village, ways in which to better meet the service demands of the Village with enhanced Administrative support, and the revised projection and expenditures to prepare for a greater financial resiliency due to the anticipated impacts of COVID-19. Village Manager Cedillo then presented information on the Financial Committee Review of the Proposed Budget. Some of the recommendations of the Finance Committee Review included suspending the water and sewer rate increase for the duration of one year, conducting a 3 month Budget Review at the August Village Board Work Session meeting, and postponing vehicle sticker re-newel from July 31, 2020 to October 31, 2020. Village Manager Cedillo also presented information on the projected Revenues and Expenditures of the Village, went over a closer look at the Village Funds, and reviewed the fund condition of the various Village Departments. Village Manager Cedillo concluded the presentation with a look at the Village's long-term plan to work on the next steps for commercial revitalization in a post COVID-19 environment and to consider further incentives for economic development, investments in infrastructure, and public building maintenance. This concluded the Public Hearing Regarding the Proposed Budget (FY 2020-2021).

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Public Participation (Agenda Related Items Only)

There was none.

Consent Agenda

Deputy Village Clerk Bakalich stated the following items were on the Consent Agenda for approval:

A. Approval of Minutes

- i. *Village Board Meeting –February 25, 2020*
- ii. *Executive Session Meeting – February 25, 2020*
- iii. *Village Board Work Session – March 10, 2020*

B. *Action - Renewal of Paramedic/Firefighter Agreement – Motion: To Approve a Resolution Approving Proposal For Paramedic /Firefighter Services for 2020 Through 2023 As Submitted By Paramedic Services of Illinois, Inc. (PSI)*

C. *Action – Motion to Authorize the President and Chairperson of the Finance Committee to Sign the Register for Bills, and Authorize the Treasurer and Village Clerk to Sign Checks in Payment of Operating Bills and Salaries as Itemized in the Check Registers After February 25, 2020 to this date*

D. *Action – Motion to Authorize the Village Treasurer and Village Clerk to Sign Checks in the Payment of Payroll and Other Bills that Become Due Between this Date and the Next Village Board Meeting with Subsequent Approval of the Payroll Register and Voucher Register by the Board of Trustees at its Next Meeting*

The motion to approve the Consent Agenda as Presented was made by Trustee Lautner. The motion was seconded by Trustee Sheehan and passed unanimously by roll call vote.

Village Manager's Report

Village Manager Julia Cedillo had several items to report on. She stated the Village would remain committed to connecting to the community during the COVID-19 pandemic. Village Manager Cedillo stated the Village was issuing daily briefings and sharing pertinent information and offering resources to the Village's residents as often as possible. She stated Village Staff was continuously updating the Village's website and sending updates on Facebook for the community members to view. Village Manager Cedillo stated that Village Staff does meet on a daily basis to anticipate and respond to the important issues that arise and to help develop the appropriate communications where needed. She thanked Assistant Village Manager Emily Rodman for coordinating the communications and thanked Deputy Village Clerk Sandy Bakalich for assisting in the process. Village Manager Cedillo concluded her report with thanking the Board Members for sharing their ideas, thoughts, and concerns during the COVID-19 Pandemic.

Administration Committee – Amanda Seidel, Chairman

Trustee Amanda Seidel did not read the February Monthly Report.

Trustee Seidel then read the Agenda Memo Item Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak. *At the end of the discussion Trustee Seidel made a Motion: To Approve An Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak. The motion was seconded by Trustee Seidel and passed with a vote of 5 – 0. Trustee Kucera abstained from voting on the Motion.*

Trustee Seidel then read the Agenda Memo Item Resolution Excluding Emergency Responders of the Village from Certain Provisions of the Families First Coronavirus Response Act. *At the end of the discussion Trustee Seidel made a*

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Motion: To Approve a Resolution Excluding Emergency Responders of the Village of La Grange Park from Certain Provisions of the Families First Coronavirus Response Act. The motion was seconded by Trustee Mesick and passed with a vote of 5 – 1. Trustee Sheehan voted against the Motion.

Building and Zoning Committee – Jamie Zaura, Chairman

Trustee Jamie Zaura did not read the February Monthly Report.

Engineering & Capital Projects Committee – James Kucera, Chairman

Trustee James Kucera did not read the February Monthly Report.

Public Safety Committee – Robert Lautner, Chairman

Trustee Robert Lautner did not read the February Monthly Reports for the Police Department and Fire Department.

Trustee Lautner read the Agenda Memo Item 8.5 Hour Patrol Schedule. Several Board Members voiced concerns as to how difficult it would be to administer and account for the make-up hours that would be needed at the end of each year. Police Chief Tim Contois clarified how the new schedule would be administered and noted that the new scheduling software that would be utilized would track the hours needed. *At the end of the discussion, Trustee Lautner made a Motion: To Authorize Staff to Implement a 1-Year Pilot Program Modifying the Current Patrol Officer Work Schedule from an 8-Hour Shift to an 8.5 Hour Shift. The motion was seconded by Trustee Zaura and passed unanimously by roll call vote.*

Trustee Lautner then read the Agenda Memo Item Occupational Medical Evaluations – Fire Department Candidates. Fire Chief Dean Maggos noted that the cost was more than anticipated but necessary to move forward in the hiring process. *At the end of the discussion Trustee Lautner made a Motion: To Approve the Payment of \$14,799.00 to Concentra Occupational Health Centers of Illinois, P.C., for Fire Department Candidate Pre-Employment Medical Evaluations. The motion was seconded by Trustee Mesick and passed unanimously by roll call vote.*

Trustee Lautner read the Agenda Memo Item Resolution Updating the Intergovernmental Agreement for the Lyons Township Communications Center (LTACC). *At the end of the discussion Trustee Lautner made a Motion: To Approve A Resolution Approving And Authorizing The Execution Of An Intergovernmental Agreement Entered Into By The Village Of La Grange, La Grange Park And Western Springs Relative To An Intergovernmental Cooperative Venture Known As The “Lyons Township Area Communications Center” For The Operation And Maintenance Of A Combined Dispatch And Communications System. The motion was seconded by Trustee Mesick and passed unanimously by roll call vote.*

Trustee Lautner read the Agenda Memo Item Discussion & Action – Ordinance Amendment – Authority to Declare a State of Emergency. Chief Maggos noted the amendment would put the Village in a position to move forward in the event it was necessary to declare a State of Emergency and help cover issues that require immediate action. *At the end of the discussion Trustee Lautner made a Motion: To Approve an Ordinance Amending Title III (Administration), Chapter 37 (Emergency Management Agency) of the Village Code of the Village of La Grange Park in Regards to the Village President's Authority to Declare a State of Emergency Pursuant to 65 IL CS 5/11-1-6. The motion was seconded by Trustee Mesick and passed unanimously by roll call vote.*

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Public Works Committee – Michael Sheehan, Chairman

Trustee Michael Sheehan did not read the February Monthly Report.

Trustee Sheehan then read the Agenda Memo Item 2020 Landscape Maintenance Contract – Renewal with Landscape Concepts. Public Works Director Rick Radde noted that Landscape Concepts had provided over 10 years of quality service and the continuation of that service would be beneficial to the Village. *At the end of the discussion Trustee Sheehan made a Motion: To Approve and Authorize the Village Manager to Sign Contracts from Landscape Concepts Management, Inc. in a "Not to Exceed" Amount of \$14,000.00. The motion was seconded by Trustee Mesick and passed unanimously by roll call vote.*

Finance Committee – Scott Mesick, Chairman

Trustee Scott Mesick did not read the February Monthly Report.

Trustee Mesick read the Agenda Memo Item Resolution Approving Fiscal Year 2020-2021 Pay Plan. *At the end of the discussion Trustee Mesick made a Motion: To Approve a "Resolution Approving Pay Plan & Schedule of Authorized Positions for Fiscal Year 2020/21". The motion was seconded by Trustee Lautner and passed unanimously by roll call vote.*

Trustee Mesick read the Agenda Memo Item Finance Committee Review – FY 2020-2021 Budget & Five Year Plan. Board Members commended Village Staff on their hard work on the Budget and Five Year Plan especially in light of the changes that were presented by COVID-19. *At the end of the discussion there was a Consensus to place the Motion A.) To Approve a Resolution Approving FY 2020-2021 Operating Budget, and 1..2) To Approve the Five Year Plan FY 2020-2021 -2024/2025 on the April 28, 2020 Village Board Meeting Consent Agenda.*

Trustee Mesick read the Agenda Memo Item Fiscal Year 2020 Police Pension Contribution. *At the end of the discussion there was a Consensus to place the Motion: To Transfer Up To \$120,000 From the General Fund to the Police Pension Fund for Fiscal Year 2020 on the April 28, 2020 Village Board Meeting Consent Agenda.*

Trustee Mesick read the Agenda Memo Item Fiscal Year 019/20 Budget Amendments. *At the end of the discussion there was a Consensus to place the Motion: To Approve A Resolution Amending the Fiscal Year 2019/20 Budget on the April 28, 2020 Village Board Meeting Consent Agenda.*

Other Reports

VILLAGE CLERK

A. MONTHLY REPORT

Deputy Village Clerk Bakalich had nothing to report.

VILLAGE TREASURER

B. MONTHLY REPORT

Finance Director Larry Noller had nothing to report.

COMMERCIAL REVITALIZATION COMMITTEE

C. MONTHLY REPORT

Trustee James Kucera did not read the February Monthly Report.

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VILLAGE ENGINEER

D. MONTHLY REPORT

Village Engineer Paul Flood had nothing to report.

VILLAGE ATTORNEY

E. MONTHLY REPORT

Village Attorney Cathy Keating had nothing to report.

COMMITTEE AND COLLECTORS REPORT

F. MONTHLY REPORT

As there were no other reports; *Trustee Mesick made a motion to approve the Committee and Collector reports as presented. The motion was seconded by Trustee Sheehan and passed unanimously by voice vote.*

Village President

Village President James Discipio had several items to report on. He stated that La Grange Park had been designated as the 8th safest city in Illinois according to Safewise's 2020 Safest City Report. He thanked Village Staff and especially the Police and Fire Departments for keeping the community safe. He also thanked the Village Board and Village Staff for being adaptive in these uncertain times and hoped everyone stays healthy and safe.

Public Participation (Non-Agenda Related Items Only)

Trustee Kucera stepped down from the dais to make a public comment. He stated his daughter is in the National Guard and he conveyed both concern and pride in her service and thanked everyone for their service during this time.

New Business

There was none.

Adjourn

Since there was no further business to be brought before the Village Board, *President Discipio stated he would entertain a motion to adjourn. Trustee Lautner made a motion to Adjourn. The motion was seconded by Trustee Mesick and passed unanimously by voice vote.*

Meeting adjourned at 9:47 p.m.

Respectfully submitted,

PP.  / Deputy Village Clerk
Meghan M. Kooi
Village Clerk