

**MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF FOREST VIEW
Held Virtually on Zoom Due To COVID-19
December 15, 2020**

PUBLIC HEARING:

1. CALL TO ORDER:

The Public Hearing for the Village of Forest View was called to order by Village President Powell at 7:03 P.M.

In attendance (via Zoom) were the following: Trustees Grossi, Hubacek, Sudkamp, Miller, Stimach and Kirchgatterer. The Village Administrator, Clerk Conklin and Department Heads Heller, Wiseman, O'Donohue and Village Attorney John Murphy also attended.

2. PRESENTATION:

a.) 2020 Tax Levy Ordinance No. 20-11

Village Administrator Masciola spoke regarding the 2020 Tax Levy Ordinance that was discussed at the last Village Board Meeting on November 24, 2020. The Ordinance which breaks down the allocations of the Tax Levy request plus the Resolution to reduce the loss and cost was provided to the Trustees. As discussed at the last meeting, we are proposing a 10% increase to the Tax Levy amount. This increase amounts to \$176,272. This will help pay our huge Pension debt and Capital Improvement Projects.

The Tax Levy increase was published in the Desplaines Valley News according to law. A Tax Levy Ordinance needs to be filed with the County Clerk by December 28, 2020.

A Trustee wanted to confirm that we will revisit this in June, so that we can try to help our residents.

Village President Powell stated that this would be addressed in June 2021.

3. QUESTIONS FROM THE AUDIENCE:

There were no questions or comments from the audience.

4. ADJOURNMENT:

Motion: Trustee Kirchgatterer

Second: Trustee Grossi

Yes: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer

No: None
Motion Carried.

The Public Hearing was adjourned at 7:12 P.M.

BOARD MEETING:

1. CALL TO ORDER:

The regular board meeting of the Village of Forest View was called to order by Village President Powell at 7:12 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

Present: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer
Absent: None

The Village Attorney John Murphey was also in attendance.

4. APPROVAL OF PREVIOUS MINUTES:

That the minutes of the regular board meeting of November 24, 2020 be approved as read.

A Trustee had a question regarding missing information in the Reports from Village Trustees section on the November 24, 2020 Board Meeting Minutes. The minutes will be revised and presented to the Board for review and approval at the next Village Board Meeting.

A Trustee stated that no one ever followed up with the Trustees regarding the ongoing investigation timeline as discussed at the November 24, 2020 Village Board Meeting.

Some Trustees did not receive a call regarding delivery options for the Newsletter as discussed at the last Village Board Meeting.

Motion: Trustee Kirchgatterer
Second: Trustee Stimach

Yes: Trustees Stimach, Kirchgatterer
No: Trustees Sudkamp, Hubacek, Miller, Grossi
Motion Not Carried.

5. APPROVAL OF PREVIOUS CHECK REGISTER:

- A. To approve the check register from the payroll of the November 24, 2020 board meeting in the amount of \$ 95,787.22.

Check # 30759-30766
Voided: None

- B. To approve the check register from the accounts payable of the November 24, 2020 board meeting in the amount of \$ 68,819.08.

Check # 30767-30810

Voided: None

A Trustee had a question regarding a couple of names on the check register. Village Accountant Conklin explained that two employees are part-time with the Police Department, one previous employee is still involved with a court case and periodically will need to put hours in until the case is closed.

Action Requested: Motion to approve

Motion: Trustee Kirchgatterer

Second: Trustee Grossi

Yes: Trustees Hubacek, Miller, Stimach, Kirchgatterer, Grossi, Sudkamp

No: None

Motion Carried.

6. REPORTS OF EXPENDITURES:

- A. To approve the village payroll in the gross amount of \$ 93,606.01. This payroll covers the period from December 1-15, 2020 for regular full-time employees. Also covered is the Officials payroll from December 1-31, 2020 and the part-time payroll from November 16-30, 2020.

- B. To approve the accounts payable as listed in the amount of \$ 93,911.48.

- C. Total Expenditures: \$ 187,517.49

Action Requested: Motion to approve

Motion: Trustee Stimach

Second: Trustee Kirchgatterer

Yes: Trustees Miller, Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek

No: None

Motion Carried.

7. REPORTS OF REVENUE - As of November 30, 2020:

Cash Receipts:	\$	99,719.30
Sales Tax:	\$	41,056.20
Home Rule Sales Tax:	\$	25,482.13
Interest:	\$	184.28
Local Gas Tax:	\$	<u>19,814.45</u>

Total Revenue: \$
186,256.36

Action Requested: None, informational only.

8. DEPARTMENTAL CORRESPONDENCE:

Agenda Item # 1 – Letter from Village Administrator, Mark C. Masciola, and Village Accountant, Joy M. Conklin, regarding the adoption of the annual tax levy ordinance and approval of a resolution to reduce the amount added to the Village’s levy for loss and cost.

Actions Requested: Motion to approve:

- A) Ordinance No. 20-11, Authorizing the Levy, Assessment and Collection of Taxes for the 2020 Tax Year for the Village of Forest View, Cook County, Illinois.
- B) Resolution No. R20-02, Directing the County Clerk to Reduce the Amount Added to the Village’s Levy for Loss and Cost.

Village Administrator Masciola spoke regarding the 2020 Tax Levy. There are two actions that are being requested. One request is to approve Ordinance 20-11. The second request is to approve Resolution 20-02. This is the Tax Levy that needs to be filed with the County Clerk by Monday, December 28, 2020. Increasing by 10%, we will be able to take advantage of the growth and EAV that we’ve experienced this past year. We have experienced over 16.4 million in industrial building activity.

To approve Agenda Item # 1A

Motion: Trustee Stimach
Second: Trustee Kirchgatterer

Yes: Trustees Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller

No: None

Motion Carried.

To approve Agenda Item # 1B

Motion: Trustee Stimach
Second: Trustee Kirchgatterer

Yes: Trustees Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller, Stimach

No: None

Motion Carried.

Agenda Item # 2 – Letter from Chief of Police, Gary Wiseman Jr., requesting the official appointment of Joseph Hurckes as a Part-Time Police Officer to the Forest View Police Department.

Action Requested: Motion to appoint Joseph Hurckes as a Part-Time Police Officer to the Forest View Police Department.

Police Chief Wiseman spoke regarding the request for approval to hire Joseph Hurckes as a Part-Time Police Officer. Joseph Hurckes is currently employed as a security officer for Law Dogs Security & Investigations. Prior to that, Joseph Hurckes was a 20-year veteran police officer for the Village of Justice. Hurckes is a certified range instructor and evidence technician.

A background check was completed on Joseph Hurckes which consisted of interviews with his current and former employers. The background check also consisted of a fingerprint & name check through LEADS database.

Discussion ensued regarding the background check.

To approve Agenda Item # 2

Motion: Trustee Miller

Second: Trustee Grossi

Yes: Trustees Grossi, Hubacek, Miller, Stimach, Kirchgatterer

No: Trustee Sudkamp

Motion Carried.

Agenda Item # 3 – Letter from Village Administrator, Mark C. Masciola, regarding the approval Ordinance No. 20-12 authorizing the sale or disposal of certain surplus personal property.

Action Requested: Motion to approve Ordinance No. 20-12.

Village Administrator Masciola spoke regarding the Surplus Personal Property Ordinance. There is some property in the Police Department that is no longer useful. We need to declare it surplus before we can dispose of it. This includes four office chairs, one plastic bag heat sealer and one narcotics scale.

To approve Agenda Item # 3

Motion: Trustee Miller

Second: Trustee Hubacek

Yes: Trustees Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer, Grossi

No: None

Motion Carried.

Agenda Item # 4 – Letter from Village Administrator, Mark C. Masciola, regarding the second Village Board meeting in December.

Action Requested: Direction.

Village Administrator Masciola spoke regarding the regularly scheduled second Village Board meeting of December, scheduled for Tuesday, December 22nd. Do the Village Board members desire to have a second meeting on December 22nd or cancel the meeting?

If no meeting is held, the payroll and accounts payable reports will be available for your review on December 18th.

The Trustees would like to have the regularly scheduled Village Board meeting on Tuesday, December 22, 2020.

Agenda Item # 5 – Letter from Village Administrator, Mark C. Masciola and Village Clerk Joy M. Conklin regarding the 2021 Village Board Meeting Schedule.

Action Requested: None, information only.

Village Administrator Masciola announced the upcoming 2021 Village Board Meeting Schedule. Meetings will be held either by Zoom, in the Treckler Room or in the Village Board Meeting Room depending on the COVID-19 Pandemic.

Agenda Item # 6 – Letter from Fire Chief, Thomas A. Heller, requesting authorization to purchase Self-Contained Breathing Apparatus (SCBA).

Action Requested: Motion to authorize the Fire Chief to purchase fourteen (14) SCBA air packs and twenty-one (21) additional masks from Municipal Emergency Services (MES) in an amount not to exceed \$104,000.00.

Fire Chief Heller spoke regarding the request to purchase SCBA air packs and masks. The Village was awarded a \$93,333.33 grant from FEMA for the purchase of these items with an approximate 5% match from the Village (\$4,666.67) for a total of \$98,000.00. Fire Chief Heller stated that he researched three manufacturers and received three bids. The two top manufacturers are Scott and MSA, the third manufacturer is Drager. All three of the manufacturers dropped off demo packs for the members to try on and use. The members were asked to try them on and wear them to see which brand they liked the most. The majority of members preferred the Scott Air-Pak brand. The Scott Air-Pak has a dual redundancy system which means that if something happens to the pack in an emergency, it has a backup system that will assist the firefighter out of the building. The Scott Air-Pak is made in the United States.

The Grant Writer assumed the masks were included with the air packs. Our sales representative stated the masks were not included. We are requesting additional masks since the price drops due to bulk ordering. The company will come out to fit all of the members with their mask.

A Trustee asked what will happen when we hire additional firefighters.

Fire Chief Heller stated that the masks can be cleaned and we can also purchase additional masks in the future.

A Trustee questioned purchasing these items in the past.

Fire Chief Heller explained that the old bottles were past their recommended shelf life and could not be refilled. The average shelf life is twenty years. We purchased emergency bottles to hold us over while we were waiting for the FEMA Grant. Now we are able to act on the Grant.

Village President Powell stated that the FEMA Grant covers most of this cost.

Fire Chief Heller mentioned that we need to use the entire Grant, nothing is sent back to FEMA.

A Trustee had a question regarding our portion of the purchase.

Fire Chief Heller explained that the FEMA Grant is a Match Grant. Our share is approximately five percent of the Grant.

To approve Agenda Item # 6

Motion: Trustee Miller

Second: Trustee Stimach

Yes: Trustees Hubacek, Miller, Stimach, Kirchgatterer, Grossi, Sudkamp

No: None

Motion Carried.

9. APPLICATIONS FOR PERMITS:

NF20-49 Cheri H. Bolyn, 4503 S. Wenonah Avenue, Replace Interior Plumbing, Water Tank, Remodel Bathroom, Kitchen, Drywall, Flooring, Paint House.

F20-43 Gary & Judy Pohanka, 4500 S. Home Avenue, Install Hot Tub.

A Trustee had a question regarding Cheri H. Bolyn listed as Trustee on Permit NF20-49 and the timeline from the date on the Permit Application to the date the Permit was issued.

Village Administrator Masciola stated that Cheri H. Bolyn is the Trustee for the estate of the home. The Permit could not be issued until the contractor provided all of the required documents.

10. REPORTS OF OFFICERS:

A.) Reports from Department Heads

1. Village Administrator Mark Masciola

- On October 19, 2020, we had an inspection by Mr. Dwayne Booker from the Illinois Environmental Protection Agency. On December 10, 2020 we received Mr. Booker's report. I would like to read a brief paragraph out of the report. Mr. Booker stated, "Based on what I've observed during my inspection, the Village of Forest View is in general compliance with water supply regulations. I would like to thank Mr. Jack O'Donohue on the wonderful conversation and treatment he demonstrated while I was there. I would also commend him on the great job he is doing to keep the Forest View water supply and pump station in excellent condition." I would like to share that with the Board and say thanks to Jack and the men in the Public Works Department for keeping up with the pump house and water supply operation.
2. Superintendent Water & Public Works Jack O'Donohue
 - Thank you Village Administrator Masciola. The Inspection Report from the Illinois Environmental Protection Agency will be available for review.
 3. Police Chief Gary Wiseman Jr.
 - Provided Police Reports for November 24 through December 14, 2020.

A Trustee asked how the new Part-Time Police Officers are working out and how long until they are ready to be out on their own?

Police Chief Wiseman stated that the new Part-Time Police Officers are excellent. They are out on their own and working out well.

A Trustee asked how Rookie Training was going for one of our Officers and who will be training him?

Police Chief Wiseman stated that due to COVID-19, training was pushed back. Once the Officer is back, he will start off with Sergeant Perez, since he is in charge of the FTO Program. Sergeant Perez will then assign him to an Officer for training.

Village President Powell asked if the officer will move around with different shifts for full training?

Police Chief Wiseman confirmed that the Officer will work all shifts.

4. Fire Chief Tom Heller
 - Provided Fire Department Reports.
 - Thank you for the Grant to purchase the Air Packs. They should be here by February.
 - Equality Fire Department picked up the pumper. They did break down shortly after they left. They were able to fix the truck and get it back to their Firehouse. They thanked everyone and will place the pumper in service as soon as possible.

- Loyola will be offering the COVID-19 Vaccine next week for first responders.
- Wishing everyone a Merry Christmas and Happy New Year.

B.) Reports from Village Trustees

None

C.) Report from the Village President

The Annual Santa on the Fire Truck Tour will take place again this year on Christmas Eve. Due to social distancing, Santa will stay on the Fire Engine. He will wave to the children and residents as he rides through town.

A Trustee asked if candy canes would be passed out to the children and residents.

Fire Chief Heller stated that they may be able to wear gloves and toss candy canes to the children to avoid contact.

Village President Powell and the Village Board discussed delivery of the Newsletter. Trustees were notified and asked to deliver the newsletter. The price to print the newsletter in color versus black & white was discussed.

An anonymous letter dated September 14, 2020 regarding the Fire Department was sent to the residents. Due to this content being a personnel matter, Village President Powell and Village Attorney John Murphey suggested that this letter be discussed in a Closed Session Meeting. The regularly scheduled December 22, 2020 Board Meeting will be cancelled and a Closed Session Meeting will be scheduled to discuss this letter.

A Trustee asked Village Attorney John Murphey if he would be prepared to discuss the ongoing investigation. Village Attorney John Murphey stated that he does not have any new information since their last Closed Session Meeting. Discussion ensued; (inaudible due to static in the recording).

A Trustee asked Village President Powell the reason that Village Administrator Masciola did not retire on December 1, 2020. Discussion ensued regarding retirement dates.

11. PUBLIC COMMENT OR QUESTIONS:

Village Resident Maria Rosales spoke regarding the nature of the Board Meetings. The meetings and conduct by everyone are actually embarrassing. This is not alright, with a village of seven hundred people, this is embarrassing. Ms. Rosales felt it may be a good idea if the Trustees did walk around town to see and speak with the residents. The residents would benefit from seeing the Trustees. She feels that the Trustees are not approachable. A hello from a Trustee can go a long way.

A Trustee stated that delivering the newsletter was not an issue. Due to COVID-19, we are avoiding contact with people. Many of our residents are senior citizens that are not opening their door for anyone. We are not trying to be unapproachable, my door is always open. Anyone can stop at any time to talk. This is just a weird time to be delivering the Newsletter. I do not have any complaints, it just has always been delivered by Public Works during their regular work hours with no additional cost. As far as Trustees going door to door, this just is not the time.

12. ADJOURNMENT:

To adjourn at 8:11 P.M.

Motion: Trustee Miller

Second: Trustee Grossi

VOICE VOTE: AYES: ALL NAYS: NONE Motion Carried.

Respectfully submitted,

Joy M. Conklin
Village Clerk