

**Minutes
Village of Willow Springs
Public Hearing and
Combined Committee and Board Meeting of the
President and Board of Trustees
May 28, 2020
** MEETING HELD ON ZOOM.US ****

President Pro-Tem Melissa Neddermeyer called the meeting to order at 7:03 p.m.

Roll Call: Present: Trustees: Thomas Birks, Michael Kennedy, Ernie Moon, Melissa Neddermeyer, Fred Posch and Terrence Carr

Also Present: Administrator Brent Woods, Clerk Mary Jane Mannella, Attorney Erik Peck Police Chief Jim Ritz, Public Works Director Keith Grantland, Building Commissioner Bruce Zartler, Engineer Dan Lynch and Treasurer Kelly Zabinski

Absent: President John Carpino

President Pro-Tem Neddermeyer led the Pledge of Allegiance.

Presentation: Public Hearing to hear public comments pertaining to the Fiscal Year 2020-2021 Budget and Appropriation

Administrator Woods gave a power point presentation outlining the budget process, the administration of the budget, the strategic priorities of the village, the fund summaries, and an overview by department.

While we are reviewing the budget tonight, Administrator Woods requests the board not pass the ordinance until July due to the ongoing effect on the budget from the Covid-19 pandemic. The only modifications expected will be in decreasing the revenue projections.

Each participant on the call was polled by the Administrator to determine if there were any questions from the board or residents.

Carol Valdez asked if something was said about the TIF and Administrator Woods indicated that what had been said was that the TIF budget is not included in this presentation. She also asked if the village knew how much money the village has lost due to the stay at home order. She was told the village does not have that information yet.

Director Grantland asked if raises for employees would go into effect. Administrator Woods told him they would go into effect in July retroactive to the beginning of the fiscal year.

Public hearing is closed.

MINUTES:

Motion by Trustee Moon, second by Trustee Kennedy to approve the minutes of the combined Committee and Board Meeting of April 23, 2020. ROLL CALL: ALL AYES. *Motion Carried.*

PRESIDENT REPORT:

President Pro-Tem Neddermeyer reminded the group that we remain under the governor's shelter in place order, which is why we meet by Zoom. The village has taken all the necessary precautions to stop the spread of Covid-19 and services have remained fully operational. Modifications have been made but services have not suffered. With record rainfall last week, public works and our waste hauler have been working together to help the

residents with the clean-up from the devastating flooding. Administrator Woods will work with the businesses to successfully transition to Phase 3 of reopening the state. Please continue to comply with the guidelines. There are currently 29 confirmed cases of 288 tested. A month ago there were 8 confirmed cases. The village can help any resident secure PPE if needed. Finally she offered congratulations to all of the class of 2020 graduates.

ADMINISTRATOR REPORT:

Motion by Trustee Carr, second by Trustee Moon to authorize the purchase of a 2013 Ford Explorer and a John Deere mower from the Justice-Willow Springs Water Commission, not to exceed \$10,545. ROLL CALL: ALL AYES. *Motion Carried.*

Administrator Woods informed the board he visited all the restaurants and bars in town to deliver the state's guidelines and packet from the village including 50 face masks for their use. All tents that have been erected will be inspected for safety tomorrow by Commissioner Zartler and Administrator Woods.

CLERK REPORT:

Clerk Mannella discussed the current census, as of 5/27 we have a 67.1% response rate to the census in Lyons Township overall and a 75.7% response rate in Willow Springs. Please remind your neighbors to answer the census.

Willow Fest 2020 has been cancelled. The River Thru History Rendezvous event is also cancelled for this year.

The clerk's office has been fully functional without direct contact with the residents using phone, email, mail, and the drop box for communication purposes. The office will open to the public with new social distancing and sanitation practices in place on Tuesday June 2nd.

WEST SUBURBAN WATER COMMISSION:

Commissioner Mannella read a portion of the Executive Directors report. She specifically covered the water main break that occurred on May 4th and the steps being taken by the water commission to rectify and be compensated for that loss. The full report will be included in the next board packet. The village will remain on the Burr Ridge loop until the risk of damage by the contractors for the I294 construction complete their work in that area.

The City of Chicago will be instituting the rate change announced earlier. Attempts to get them to delay because of the economic impact of the Covid-19 pandemic failed. The JWSWC will not pass along that rate increase until at least the fall.

ENGINEER REPORT:

We are in the process of putting together the bid documents for the road program this year.

ATTORNEY REPORT:

Motion by Trustee Birks, second by Trustee Moon to approve **Ordinance 2020-O-15**, authorizing the disposal of village owned surplus vehicles. (2013 Harley Davidson Motorcycle (VIN 1HD1FMM1XDB672265), 2013 Harley Davidson Motorcycle (VIN 1HD1FMM15DB666406), 2006 Jamar Trailer (VIN 4AJHF20286J04704777), 2007 John Deere X724 Tractor (VIN M0X724A020843)). ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Carr, second by Trustee Posch to postpone the approval of **Ordinance 2020-O-16**, providing for an Annual Budget and Appropriation Fiscal Year Ending April 30, 2021 to the July 16, 2020 board meeting. ROLL CALL: ALL AYES. *Motion Carried.*

BUILDING AND ZONING COMMITTEE:

In April there were 26 permits issued for the construction value of \$551,355 and the fees collected were \$14,286. Total permits issued for the year are 56 for the construction value of \$1,022,762 and fees collected of \$14,286.

FINANCE AND ADMINISTRATION COMMITTEE:

Motion by Trustee Posch, second by Trustee Kennedy to approve the warrants dated May 14, 2020 as read. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Posch, second by Trustee Moon to approve the warrants dated May 28, 2020 as read. ROLL CALL: ALL AYES. *Motion Carried.*

LICENSE AND FRANCHISE COMMITTEE:

No report.

MUNICIPAL BUILDINGS AND GROUNDS COMMITTEE:

Trustee Kennedy congratulated all the graduates. He also encouraged everyone to practice appropriate social distancing while supporting our local businesses.

PUBLIC SAFETY COMMITTEE:

Motion by Trustee Kennedy, second by Trustee Posch to approve an Intergovernmental Agreement between the Village of Willow Springs and the Drug Enforcement Administration. ROLL CALL: AYES: Trustees Carr, Kennedy, Moon, Neddermeyer, and Posch. NAYS: Trustee Birks. *Motion Carried.*

Trustee Birks questioned the benefit of the program to the village, Chief Ritz informed him the exact benefit would not be known immediately. Treasurer Zabinski gave the advice that we should watch the program longer term to determine the benefits.

Chief Ritz thanked the public and businesses for the support and donations given to the police department. He also urged the public to be careful of scams.

Trustee Neddermeyer let everyone know that the Lending Library has been installed at the bus stop at Archer and Willow Springs Road by the Beautification Commission. The Legacy Garden Park is available for resident use. See the village website for an application and guidelines.

PUBLIC WORKS COMMITTEE:

Trustee Birks commended Public Works on all of their efforts. Director Grantland reported for the next month the branch schedule will be as follows: 1st and 3rd Monday of the month will be south side pickup, 2nd and 4th Mondays will be north side pickup.

TREASURER REPORT:

Treasurer Zabinski urges residents to call and discuss things before you panic over not being able to pay a village bill.

OLD BUSINESS:

No report.

NEW BUSINESS:

Administrator Woods outlined the details of utilizing the village hall when it reopens on 6/2.

He congratulated the clerk's office staff for their incredible work. He also applauded all the hard work being done by the police department and public works. The village has received disinfecting equipment from the Tressler and Associates Law firm. The equipment is used to disinfect the squads and village hall daily.

PUBLIC COMMENT:

Clarence Zima commented that he can hear better on Zoom meetings and appreciates the additional discussion.

Joanne 8200 Wolf Rd spoke at length about the flooding that dramatically damaged their home on May 17th. Trustees Carr & Birks expressed his regret over what happened to these residents. Administrator Woods reassured the residents that the village will do whatever it can to help them.

ADJOURN:

Motion to adjourn by Trustee Moon, second by Trustee Kennedy. ROLL CALL: ALL AYES. *Motion Carried.* 8:28 p.m.

Mary Jane Mannella, Village Clerk