

**Minutes
Village of Willow Springs
Combined Committee and Board Meeting of the
President and Board of Trustees
August 13, 2020**

Motion by Trustee Birks, second by Trustee Moon to allow Trustee Posch to attend the meeting via telephone. ROLL CALL: ALL AYES. *Motion Carried.*

President Pro-Tem Melissa Neddermeyer called the meeting to order at 7:02 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, Treasurer Zabinski, Police Chief James Ritz, Public Works Director Keith Grantland, Building Commissioner Bruce Zartler, and Engineer Dan Lynch

Absent: President John Carpino

The children in the audience led the Pledge of Allegiance.

PRESENTATIONS:

Deneen Castellon from Assurance Agency gave a presentation to the board regarding the health insurance renewal for the village employees.

MINUTES:

Motion by Trustee Carr, second by Trustee Kennedy to approve the minutes of the combined Committee and Board Meeting of July 16, 2020. ROLL CALL: ALL AYES. *Motion Carried.*

PRESIDENT REPORT:

President Pro-Tem Neddermeyer stated that she was happy to be meeting in person. We have a lot to cover this evening. There are currently 60 cases of COVID in Willow Springs, significantly lower than some of our neighboring communities. Please continue following the CDC guidelines.

Monday's severe storm resulted in flooding and some property damage. Thank you Public Works for the prompt clean-up help.

Beautification commission: Thank you everyone who attended the ribbon cutting for the Legacy Garden Park and the Bus Stop renovation.

ADMINISTRATOR REPORT:

Motion by Trustee Kennedy, second by Trustee Birks to approve an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds with Cook County for the disbursement of CARES Act funds. ROLL CALL: ALL AYES. *Motion Carried.*

Frank Patrick, Superintendent of School District 108 and Erica Wood, Executive Director of the YMCA Safe 'n Sound program gave a brief description of the intent of the program: to provide supervision in a socially distant environment for children who cannot be in school and have working parents.

Motion by Trustee Kennedy, second by Trustee Moon to approve a Facility License Agreement with YMCA of Metropolitan Chicago for use of the Community Center to provide child care services to students of School District 108, adding a provision for the supervising individual to be properly state licensed and the security deposit to be paid by the school is \$100 per month not one-time, all of which is refundable with no damage. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Kennedy, second by Trustee Birks to approve the health insurance and ancillary plans renewal as presented by the Assurance Agency. ROLL CALL: ALL AYES. *Motion Carried.*

CLERK REPORT:

Reminder to complete the census.

JUSTICE WILLOW SPRINGS WATER COMMISSION:

Commissioner Mannella let the board know an RFP has been put out for a new lobbyist. Cronin Avenue and 83rd Street projects in Justice have been put out to bid have their bid opening tomorrow morning. A Ford Ranger was purchased for \$35,248. Permit fees for new service will be standardized between Justice and Willow Springs. For reasons no longer valid, the new service connection fee was significantly higher in Willow Springs than in Justice. This will no longer be the case.

ENGINEER REPORT:

IDOT approved the contract documents for the MFT project. The bid opening for that project is September 1st.

ATTORNEY REPORT:

Motion by Trustee Carr, second by Trustee Birks to approve **Ordinance 2020-O-19**, granting a garage size variance at the property commonly known as 215 S. Charleton. ROLL CALL: ALL AYES. *Motion Carried.*

TREASURER REPORT:

Treasurer Zabinski reminded everyone that we held the public hearing for the 2020/2021 Annual Budget and Appropriation in May. The village delayed finalizing the budget until there was a clearer idea of the revenue impacts of COVID19. Small adjustments have been made but we have stayed within the previous guidelines.

Motion by Trustee Kennedy, second by Trustee Birks to approve **Ordinance 2020-O-18**, approving the annual appropriations of the Village of Willow Springs for the fiscal year May1, 2020 to April 30, 2021. ROLL CALL: ALL AYES. *Motion Carried.*

Treasurer Zabinski explained that the village is looking to move to a December 31 end of fiscal year. She outlined some of the reasons this would give a more realistic view of the village's finances.

Finally Treasurer Zabinski congratulated the village on its excellent census response so far. She implored the audience members to reach out to those they know to make sure we all get counted. She also let everyone know she and the administrator were working to maximize the funds available to the village for COVID relief.

PUBLIC SAFETY COMMITTEE:

President Pro-Tem Neddermeyer announced there would be two officers receiving their oath to Sergeant. Clerk Mannella administered the Oath to Sergeant Michael Jurak and Sergeant Jerry Jelinek

Chief Ritz spoke highly about each of the men promoted to sergeant to the audience and also gave an activity report.

BUILDING AND ZONING COMMITTEE:

In July there were 45 permits issued for the construction value of \$1,328,376 and the fees collected were \$41,215. Total permits issued for the year are 178 for the construction value of \$3,139,435 and fees collected of \$98,845.

FINANCE AND ADMINISTRATION COMMITTEE:

Motion by Trustee Kennedy, second by Trustee Moon to approve the warrants dated July 23, 2020 as read. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Posch, second by Trustee Moon to approve the warrants dated August 13, 2020 as read. ROLL CALL: ALL AYES. *Motion Carried.*

LICENSE AND FRANCHISE COMMITTEE:

Motion by Trustee Moon, second by Trustee Kennedy to approve a business license for Dragon's Den – 8695 Archer Ave, Suite 7. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Moon, second by Trustee Carr to approve a business license for All Around Amusement to operate a food truck at 115 Market St. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Moon, second by Trustee Birks to approve a sign permit for Barkin' Boutique – 8695 Archer Ave. ROLL CALL: ALL AYES. *Motion Carried.*

MUNICIPAL BUILDINGS AND GROUNDS COMMITTEE:

No report.

PUBLIC WORKS COMMITTEE:

Trustee Birks informed the board that Public Works would be fixing a large hole at the dog park.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

PUBLIC COMMENT:

Carole Valdez – 107 N Nolton. Ms. Valdez asked who was retiring. She had heard something at the last meeting. She was informed that Assistant Chief Giorgetti would be retiring. She also had a question about the budget. She mentioned a hole on one of the ramps to LaGrange Rd.

Trustee Fred Posch asked about the dust being kicked up by the construction traffic. Administrator Woods had done some research to find the vehicles currently using the road are

not from the agencies we have agreements with so the village will be blocking that road until there is a complaint at which time we can get the current user to keep the dust under control. He also said residents were wondering when the village might go to hybrid meetings.

ADJOURN:

Motion to adjourn by Trustee Moon, second by Trustee Kennedy. ROLL CALL: ALL AYES. *Motion Carried.* 8:13 p.m.

Mary Jane Mannella, Village Clerk