



# VILLAGE OF NORRIDGE

4000 North Olcott Avenue • Norridge, Illinois 60706-1199  
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## REGULAR BOARD MEETING AGENDA

Wednesday, August 28, 2024

Village of Norridge  
4000 N. Olcott Avenue  
Norridge, IL 60706  
6:30 P.M.

**Anyone wishing to address the Village Board and comment upon any matter which pertains to the municipal business of the Village of Norridge, but is unable to attend the meeting in-person, may do so by e-mailing the Village Administrator at [jskupien@villageofnorridge.com](mailto:jskupien@villageofnorridge.com) with public comment. She will read your public comment on your behalf to the Village Board at the meeting. The Village Clerk will record your comment as part of the official meeting minutes. Please send your comment by 12:00 PM, Wednesday, August 28, 2024 using the subject line "PUBLIC COMMENT".**

- I - Meeting called to order by the President.
- II - Roll call.
- III - Declaration of Quorum.
- IV - Pledge of Allegiance.
- V - Motion to approve and adopt the minutes of the Regular Board Meeting of July 24, 2024, as presented, and published and that they be made part of the record hereof.
- VI - President's Report.
  - (a) I, Daniel Tannhauser, President of the Village of Norridge, proclaim September 11, 2024, as Patriot Day. Proclamation to be filed with the Village Clerk.
- VII - Accolades & Awards.
  - Presentation of plaque to Katherine Gaseor: Executive Assistant, Customer Service Supervisor, Business Licensing Supervisor, Public Affairs Coordinator & FOIA Officer – congratulations on 24 years of exceptional service to the residents of the Village of Norridge. Congratulations on your retirement!
- VIII - Comments from the Public.
  - A. Village Administrator reads aloud comments received via e-mail from those unable to attend the meeting in person.
  - B. In person comments:

Anyone wishing to address the Village Board and comment upon any matter which pertains to the municipal business of the Village of Norridge. For those attending in person, please fill out a Public Participation Form. All forms will be collected and given to the Village

Administrator. Please wait to be called upon to speak.

After you have been called up:

1. State your full name, spelling it out for the Village Clerk to note in the minutes;
2. State your address; and
3. Limit your comments to five minutes.

IX - Executive Session:

- A. Personnel Matters (Sec. 2-C-1)
- B. Employment Matters (Sec. 2-C-1) Discussion to consider “appointment, employment, compensation, discipline, performance, or dismissal” of specific employees of the public body.
- C. Collective Bargaining (Sec. 2-C-2)
- D. Pending Litigation (Sec. 2-C-11)
- E. Executive Session Minutes (Sec. 2-C-21)
- F. Property Acquisitions (Sec-2-C-5)

X - Committee Reports/Discussion and Action Items:

**POLICE, *Trustee Budnik*:**

- A. Liaison Reports: Police Commission, Norwood Park Township & Rotary Club
- B. Discussion:
  - (a)
- C. Consent Agenda:
  - (a) Accept letter dated August 15, 2024 from Police Chief Brian Goss, requesting that the Village board concur with the recommendation of the Police and Fire Commission and appoint Travis Filipowski as a full-time Probationary Patrol Officer, hire date effective of August 26, 2024, at a starting annual salary of \$69,965.31.
  - (b) Approve the Solicitor Applications of Brandon Smodell, Nikolas Hutchinson and Jason Morales of Sunrun Company, 2291 S. Mt. Prospect Road, Des Plaines, IL 60018 for the period of September 2<sup>nd</sup> through September 16, 2024. A complete background check was completed by the Norridge Police Department and approved by the Chief of Police.

**WATER, CELL PHONES, CELL SITES and ELECTRICAL AGGREGATION, *Trustee Ronstadt*:**

- A. Liaison Reports: Utilities, Cable, Fire Department, Salvation Army, Immediate Care Center(s) & Ridgewood High School
- B. Discussion:
  - (a)
- C. Consent Agenda:
  - (a) Accept Coliform Results report from Suburban Laboratories, Inc. as required by the IEPA Community Water Supply Testing Fund Program, of water sample analysis performed July 23, 2024 covering locations listed, place the report on file and make a part of the record thereof.

- (b) Accept Coliform Results report from Suburban Laboratories, Inc. as required by the IEPA Community Water Supply Testing Fund Program, of water sample analysis performed August 5, 2024 covering locations listed, place the report on file and make a part of the record thereof.
- (c) Accept Coliform Results report from Suburban Laboratories, Inc. as required by the IEPA Community Water Supply Testing Fund Program, of water sample analysis performed August 19, 2024 covering locations listed, place the report on file and make a part of the record thereof.
- (d) Accept proposal dated July 29, 2024 from M.E. Simpson Co., Inc. for services related to Distribution System Leak Detection, work consisting of approximately 45 miles at a rate of \$265.00 per mile, for an expected total cost of \$11,925.00. Any water main surveyed in addition to the 45 miles will be surveyed at a rate of \$265.00 per mile. Work to begin after the Water Tower Rehab Project is completed (Fall 2024). Direct the Village Administration to prepare an Independent Contractor Agreement which shall be executed before the work commences.
- (e) Accept the Water Fund Accounts Payable Check Register for the month of July, 2024 as published, copy to be attached and made a part of the record thereof.
- (f) Accept Water Fund Monthly Financial Report for the month ending May, 2024 as published, copy to be attached and made a part of the record hereof.
- (g) Accept Water Fund Monthly Financial Report for the month ending June, 2024 as published, copy to be attached and made a part of the record hereof.

**PUBLIC WORKS, TREE PROGRAM, PARKING, STREET LIGHT CABLE REPLACEMENT PROJECT: *Trustee Larson:***

A. Liaison Reports: Historical Committee, Veterans Committee & MCD Center

B. Discussion:

C. Consent Agenda:

- (a) Accept proposal #201990 dated August 9, 2024 from Safe Step LLC, Safe Sidewalk Solutions, and authorize work consisting of evaluating public sidewalks for defects and trip hazards that are appropriate for saw-cutting repairs as per "The Safe Step LLC Approach" outlined in the proposal. Costs not to exceed \$10,000.00.
- (b) Approve the request from District 80's PTA Board to close Courtland Avenue between Lawrence Avenue and Leland Avenue on September 13, 2024 from 4:30 PM to 8:00 PM for their Back-to-School Night.
- (c) Concur with the recommendation of Gewalt Hamilton Associates, Inc. dated August 23, 2024 and award the 2024 Road Program Improvements project to the lowest responsive and responsible bidder, J.A. Johnson Paving Company of Arlington Heights, IL with a bid of \$1,756,796.46.
- (d) Approve the request from Danielle Pearson to hold a block party on the 4100 Block of N. Ozanam Avenue on October 26, 2024, from 9:00 AM – 12:00 AM with the

stipulation that all music must cease by 10:00 PM as per Village Ordinance 2073-22, Sec. 34-108, and there are no reports of excessive noise after 10:00 PM. After approval, the requestor will be sent the Village of Norridge's Block Party Agreement for their signatures.

**FINANCE, LICENSES & CONTRACTS, *Trustee Avino*:**

- A. Liaison Reports: SAC, Triton College, Green Team, Condos & Local Financial Institutions
- B. Discussion:
  - (a)
- C. Consent Agenda:
  - (a) Accept the General Fund Accounts Payable Check Register for the month of July, 2024, as published and copy to be attached and made part of the record hereof.
  - (b) Accept ACH payment made by DIRECTV, LLC made on July 30, 2024 in the amount of \$3,682.38 for Video Service Franchise Fees for the period of 04/01/2024-06/30/2024.
  - (c) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending May 31, 2024, as published, copy to be attached and made a part of the record hereof.
  - (d) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending June 30, 2024, as published, copy to be attached and made a part of the record hereof.
  - (e) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated May 1, 2024, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$54,851.15 comprised of \$27,009.57 for the monthly Motor Fuel Tax Allotment and \$27,841.58 for the monthly Motor Fuel Tax Transportation Renewal Fund Allotment.
  - (f) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated June 4, 2024, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$53,298.66 comprised of \$26,555.83 for the monthly Motor Fuel Tax Allotment and \$26,742.83 for the monthly Motor Fuel Tax Transportation Renewal Fund Allotment.
  - (g) Accept ACH payment from the Illinois Comptroller's Office, dated May 7, 2024 in the amount of \$10,651.35 for the Village's share of Personal Property Replacement Tax.
  - (h) Accept ACH payment from the Illinois Comptroller's Office, dated May 7, 2024, in the amount of \$120,298.66 for the Village's share of Business District Tax.
  - (i) Accept ACH payment from the Illinois Comptroller's Office, dated May 7, 2024 in the amount of \$384,789.41 for the Village's share of Sales Tax.
  - (j) Accept ACH payment from the Illinois Comptroller's Office, dated May 7, 2024 in the amount of \$446,365.21 for the Village's share of Home Rule Sales Tax.
  - (k) Accept ACH payment from the Illinois Comptroller's Office, dated May 14, 2024, in the amount of \$408,133.77 for the Village's share of Income Tax.

- (l) Accept ACH payment from the Illinois Comptroller's Office, dated May 14, 2024 in the amount of \$42,546.30 for the Village's share of Use Tax.
- (m) Accept ACH payment from the Illinois Comptroller's Office, dated May 14, 2024, in the amount of \$14,528.83 for the Village's share of Telecommunications Tax revenues.
- (n) Accept ACH payment from the Illinois Comptroller's Office, dated May 14, 2024, in the amount of \$2,192.19 for the Village's share of Cannabis Use Tax.
- (o) Accept ACH payment from the Illinois Comptroller's Office, dated June 7, 2024, in the amount of \$147,950.92 for the Village's share of Business District Tax.
- (p) Accept ACH payment from the Illinois Comptroller's Office, dated June 7, 2024 in the amount of \$449,892.98 for the Village's share of Sales Tax.
- (q) Accept ACH payment from the Illinois Comptroller's Office, dated June 7, 2024 in the amount of \$525,669.76 for the Village's share of Home Rule Sales Tax.
- (r) Accept ACH payment from the Illinois Comptroller's Office, dated June 11, 2024, in the amount of \$174,919.78 for the Village's share of Income Tax.
- (s) Accept ACH payment from the Illinois Comptroller's Office, dated June 11, 2024 in the amount of \$51,685.57 for the Village's share of Use Tax.
- (t) Accept ACH payment from the Illinois Comptroller's Office, dated June 11, 2024, in the amount of \$13,344.04 for the Village's share of Telecommunications Tax revenues.
- (u) Accept ACH payment from the Illinois Comptroller's Office, dated June 11, 2024, in the amount of \$1,992.13 for the Village's share of Cannabis Use Tax.
- (v) Accept Check #0521922791 dated August 7, 2024 from Comcast Financial Agency Corporation for Cable Franchise Fees covering the period 04/01/2024 to 06/30/2024 in the amount of \$31,912.25.
- (w) Approve Invoice #1791 from Administrative Consulting Specialists, LLC, to renew the annual contract for grant writing and administrative services for the period of August 1, 2024 to July 31, 2025 in the amount of \$15,000.00.
- (x) Accept final report from GovHR USA for the July 2024 Classification and Compensation Study.
- (y) Approve the request from Norridge Harwood Heights Little League Secretary Shannon Dymurski for reimbursement of the 2024 Norridge participants in Little League (105 participants), at \$40 per participant, for a total reimbursement amount of \$4,200.00.

**VILLAGE PROPERTIES, HR, INSURANCE, VILLAGE BUS SERVICE, IT, GIS & ENVIRONMENT, *Trustee Gelsomino:***

A. Liaison Reports: Chamber of Commerce, WCMC & Eisenhower Library

B. Discussion:

- (a) As a matter of record, the Village of Norridge received the August 2024 Monthly Report from Clarke Mosquito Control.

C. Consent Agenda:

- (a) Ratify the Master Services Agreement dated August 16, 2024 from GovHR USA, signed by President Daniel Tannhauser, for services related to the search and recruitment of a Director of Public Works, scope of services to include the Virtual Recruitment option as per proposal dated June 7, 2024 at a cost of \$10,000.00 plus approximately \$2,000.00 for advertising.
- (b) Accept recommendation from Joanna Skupien to hire Tracey Avis to the position of full-time Business Licensing and Customer Service Supervisor, start date of September 5, 2024 at an annual salary of \$85,000.00. Training prior to the full-time start date will be paid at an hourly rate of \$40.86.
- (c) Approve renewal KnowBe4 Software for 36 month term with annual cost of \$3,105.00.

**LAW & ORDINANCE & ECONOMIC DEVELOPMENT, *Trustee Bielak:***

(Next Ordinance No. 2136-24)

(Next Resolution No. 24-12)

- A. Liaison Reports: Advisory Review Committee, ZBA, Building Dept, Norridge Park, Local Adjudication Court & NYA
- B. Discussion:
  - (a)
- C. Consent Agenda:

- (a) Adopt and approve Ordinance No. 2134-24, “ AN ORDINANCE AMENDING CHAPTER 94, ARTICLE IV, SECTION 94-196A ENACTING SUBSECTION 60 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE – 2002 ENACTING PARKING RESTRICTIONS AT A SPECIFIC LOCATION: An Ordinance Enacting Certain Parking Restrictions Adjacent to Giles School on School Days for the East Side of N. Oriole Avenue Running 294 Feet South From the Stop Sign at the Intersection of N. Oriole and W. Cullom Avenues,” the President and Clerk to be authorized to sign, the Clerk be directed to publish in pamphlet form, copy to be attached and made a part of the record hereof.
- (b) Adopt and approve Ordinance No. 2135-24, “ AN ORDINANCE ADOPTING A REVISED ZONING MAP OF THE VILLAGE OF NORRIDGE, COOK COUNTY, ILLINOIS: An Ordinance Adopting a Revised Zoning Map,” the President and Clerk to be authorized to sign, the Clerk be directed to publish in pamphlet form, copy to be attached and made a part of the record hereof.

**GENERAL, *Clerk Krasinski:***

- A. Liaison Report: Elementary Schools
- B. Discussion:
  - (a) Save the Date:
    - o August 31, 2024 – AED and CPR class at Norwood Park Fire Station – Call 708-867-5428 for more information.
    - o September 14, 2024 – Ridgewood Foundation Alumni Hall of Fame Brunch & Raffle – 11am – RHS Café

- September 14, 2024 – Ridgewood Foundation Bingo – RHS – Doors open at 5pm. Games start at 6pm
- September 19, 2024 – Seniors Assistance Ctr – BINGO – Doors open at 5pm. First Game at 6pm. Cost \$25 for 11 Games & Raffle Prize Entry.
- September 21, 2024 – Village of Norridge Historical Museum Open House 10am to 12pm – 7774 W. Irving Park Road

C. Consent Agenda:  
(a)

Consideration to be given to motion that, there being no further business, meeting be adjourned at        p.m.