



## REGULAR BOARD MEETING MINUTES

Wednesday, June 26, 2019  
Village of Norridge  
4000 N. Olcott Avenue  
Norridge, IL 60706  
6:30 P.M.

The meeting was gavelled to order by Joanna Skupien, Village Administrator.

Trustee Gelsomino **motioned** to name Trustee Tannhauser as President Pro Tempore as President Chmura was not present. Trustee Larson seconded the motion.

Kucharski, Tannhauser, Larson, Bielak, Gregorio, Gelsomino voted yea. There were no nays. Motion carried.

Trustee Tannhauser took the presidents chair.

President Pro Tempore Tannhauser asked for the roll to be called.

Clerk Budnik called the roll.

Present:

Clerk Budnik  
Trustee Kucharski  
Trustee Tannhauser  
Trustee Larson  
Trustee Bielak  
Trustee Gregorio  
Trustee Gelsomino

Absent:

President Chmura

Also Present:

Joan Cherry, Village Attorney  
Brian Gaseor, Village Engineer  
David Disselhorst, Chief of Police  
Joanna Skupien, Village Administrator

A quorum was declared.

President Pro Tempore Tannhauser asked all to stand and pledge allegiance to the flag.

**Motion** by Gelsomino, seconded by Bielak to approve and adopt the minutes of the Regular Board Meeting of May 22, 2019.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

### President's Report

Joanna Skupien read a letter from President Chmura stating after 15 years as financial director and six years as Village President he has decided to retire effective June 30, 2019.

In his letter President Chmura mentioned he always strived to help all residents especially the senior residents who built the Village. The Village is a better place today than it was ten years ago. The future will bring new businesses and new families to this premier place. He also mentioned being proud of the accomplishments achieved by him and the Village and he will continue to be part of the Village of Norridge community. It has been a pleasure for him to serve.

President Pro Tempore Tannhauser opened the meeting for public comments.

**John Udzielak**

Mr. Udzielak has been a resident for 30 years. Over the last few years he has experienced flooding in his backyard. He has an area that needs to be roped off as the water sits on the ground. The amount of water is affecting the tree roots, other plants and the ability to use the space. He spoke to Brian Gaseor about having a drain installed to help resolve the issue. Came to the board meeting to ask for assistance in what to do. Mr. Udzielak provided photos of his yard.

President Pro Tempore Tannhauser said the Village will send Brian Gaseor and Joe Spain to Mr. Udzielak's home to assess the water problem and suggest possible solutions.

There were no other public comments.

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

Trustee Gregorio had no discussion items for review. She asked if there were any questions regarding her consent agenda item (a). There were none.

**Motion** by Gregorio, seconded by Kucharski to:

- (a) Approve the proposed Village Budget for the Fiscal Year May 1, 2019 to April 30, 2020 and that it be referred to the Law and Ordinance Committee to adopt the necessary ordinance.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

Trustee Gregorio asked if there were any questions regarding her remaining consent agenda items. There were none.

**Motion** by Gregorio, seconded by Kucharski to:

- (b) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated April 2, 2019, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$27,497.72 for the Motor Fuel Tax Allotment.
- (c) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated May 6, 2019, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$32,254.49 for the Motor Fuel Tax Allotment.
- (d) Accept the General Fund Accounts Payable Check Register for the month of April, 2019, as published.
- (e) Accept General Fund, Motor Fuel Tax Fund and Wireless 911 Fund Financial Report for the month ending April 30, 2019, as published.
- (f) Accept the General Fund Accounts Payable Check Register for the month of April, 2019, revised version, as published.
- (g) Authorize the Village Administrator to transfer funds as shown on the attached sheet with details:

END OF THE YEAR BUDGET ADJUSTMENTS – GENERAL FUND  
FY ENDING 04/30/2019

- (h) Accept General Fund, Motor Fuel Tax Fund and Wireless 911 Fund Financial Report for the month ending April 30, 2019, with budget adjustments, as published.
- (i) Accept Check #520850987 dated May 1, 2019 from Comcast for Cable Franchise Fees

- covering the period January 1, 2019 to March 31, 2019 in the amount of \$36,622.32.
- (j) Authorize Frank J. Baker & Company, Ltd., 950 Lee Street, Suite 101, Des Plaines, IL 60016, to proceed with the audits of the General Fund and the Water Fund of the Village of Norridge for the Fiscal Year ended April 30, 2019.
  - (k) Accept the General Fund Accounts Payable Check Register for the month of May, 2019, as published.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

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

Trustee Kucharski was asked to review the agenda items for Trustee Tannhauser. There were no items for discussion.

Trustee Kucharski asked if there were any questions regarding item (a). There were none.

**Motion** by Kucharski, seconded by Bielak to

- (a) Adopt and approve Ordinance No. 1957-19, "AN ORDINANCE PROVIDING AN APPROPRIATION FOR CORPORATE PURPOSES AND STATEMENT OF ANTICIPATED REVENUES FOR THE FISCAL YEAR COMMENCING MAY 1, 2019 AND ENDING APRIL 30, 2020 FOR THE VILLAGE OF NORRIDGE, COOK COUNTY ILLINOIS: The Budget and Appropriation Ordinance and Statement of Anticipated Revenues."

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

Trustee Kucharski asked if there were any questions regarding items b-d. There were none.

**Motion** by Kucharski, seconded by Larson to

- (b) Adopt and approve Ordinance No. 1958-19, "AN ORDINANCE AMENDING CHAPTER 90, SECTION 90-10 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE - 2002: An Ordinance Amending the Motor Fuel Tax."
- (c) Adopt and approve Ordinance No. 1959-19, "AN ORDINANCE AMENDING CHAPTER 6, ARTICLE II, DIVISION 2, SECTIONS 6-43 AND 6-44 AND CHAPTER 38, SECTION 38-22 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE - 2002: An Ordinance Creating a Class G Liquor License for Retail Sale for Use and Consumption On-Premises and For Use and Consumption Off the Premises, Providing the Number Class G Licenses, and Setting the Annual Class G License Fee."
- (d) Adopt and approve Resolution No. 2019-04, a Resolution for Maintenance Under the Illinois Highway Code to appropriate \$270,000.00 of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code from May 1, 2018 to April 30, 2020.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

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

Trustee Bielak mentioned the Village of Norridge began soliciting pricing for leak detection services on May 24, 2019. The Village's last attempt at detecting leaks did uncover some that

were repaired.

Trustee Bielak had no other discussion items. He asked if there were any questions regarding his consent agenda items (a) thru (k). There were none.

**Motion** by Bielak, seconded by Gelsomino to:

- (a) Accept the Water Fund Accounts Payable Check Register for the month of April, 2019.
- (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 May 20, 2019.
- (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 June 3, 2019.
- (d) Accept Water Fund Monthly Financial Report for the month ending February 28, 2019.
- (e) Accept Water Fund Monthly Financial Report for the month ending March 31, 2019.
- (f) Accept and approve the Electricity Supply Agreement-Fixed Solutions from Constellation NewEnergy, Inc. dated June 11, 2019, to go into effect July 1, 2019 for a term of 2 years, at a cost of \$0.02759/kWh for the purpose of providing electric service for street lighting throughout the Village of Norridge.
- (g) Accept the Water Fund Accounts Payable Check Register for the month of May, 2019.
- (h) Accept and approve an agreement between the Village of Norridge and the Edwin Hancock Engineering Company for the furnishing of professional engineering services for the preparation of a facilities plan associated with an application for funding of SCADA System Improvements under the Public Water Supply Loan Program administered by the IEPA, with engineering costs not to exceed \$25,000.00.
- (i) Accept Water Fund Monthly Financial Report for the month ending April 30, 2019.
- (j) Authorize the Village Administrator to transfer funds as shown on the attached sheet with details:
  - END OF THE YEAR BUDGET ADJUSTMENTS – WATER FUND
  - FY ENDING 04/30/2019
- (k) Accept Water Fund Monthly Financial Report for the month ending April 30, 2019, with budget adjustments.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

**POLICE, *Trustee Kucharski*:**

Trustee Kucharski had no discussion items. She asked if there were any questions regarding her consent agenda. There were none.

**Motion** by Kucharski, seconded by Gregorio to:

- (a) Accept, as a matter of record, payments made to Police Department employees for Sick Time Buy Backs from Fiscal Year 2018-2019 totaling \$68,246.35. Of this, \$62,084.66 made payable to Union Members, as per the contract, and \$6,161.69 made payable to eligible Civilian employees. Payments were made via payroll on the pay date of May 31, 2019.
- (b) Accept letter dated May 28, 2019 from Ann Zientara and accept her voluntary resignation from her job as the Records Clerk for the Police Department effective June 21, 2019.
- (c) Accept letter dated April 23, 2019 from Police Chief David Disselhorst advising the Village Board that Patrick O'Connor has successfully completed his one-year probation

as a Probationary Auxiliary Officer and concur with the Chief's recommendation that Patrick be appointed as an Auxiliary Officer retroactive to April 1, 2019 at an hourly rate of \$18.72.

- (d) Accept letter dated May 16, 2019 from Police Chief David Disselhorst and concur with his recommendation to hire Constantino D. Pellegrino as a Probationary Auxiliary Police Officer effective June 1, 2019 at a starting rate of \$16.64 per hour.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

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

Trustee Gelsomino read the following:

- (a) On May 10, 2019 the Village of Norridge posted a job opening for the position of Full-Time Custodian. The Village received 15 timely applications. Six prior applications with similar qualifications or job applied for, which the Villages holds on file for one year, were also re-reviewed. Of those, the Village interviewed a total of 9 applicants on June 4<sup>th</sup> and June 6<sup>th</sup>. Three applications came in after the deadline. A decision has been made to not fill the position at this time. Letters were sent out to inform the applicants that the position was not filled and that no applicant was chosen.
- (b) On June 3, 2019 the Village of Norridge posted a job opening for the position of Full-Time Records Clerk. We are reviewing the submitted applications, interviewing and completing the background check process at this time.

He had no other discussion items for review. Trustee Gelsomino asked if there were any questions regarding his consent agenda. There were none.

**Motion** by Gelsomino, seconded by Gregorio to:

- (a) Approve the renewal of the Village's long-term disability plan for eligible employees from provider New York Life Insurance Company for the term of July 1, 2019 through June 30, 2021 with no increase in rates.
- (b) Approve the re-hiring of temporary seasonal employee, Christian Longo as the summer help for the Village Properties Department at an hourly rate of \$10.00, work hours not to exceed 300.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

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

Trustee Larson had no discussion items for review. He asked if there were any questions regarding his consent agenda. There were none.

**Motion** by Larson, seconded by Bielak to:

- (a) Accept request received May 30, 2019 from Mike Egan, 4910 N. Clifton Avenue, and grant approval to hold a block party on the 4900 block of Clifton Avenue on Saturday, August 17, 2019 from 10:00 AM to 10:00 PM.
- (b) Accept request dated June 7, 2019 from Jennifer Jack, 7101 W. Sunnyside Avenue, and grant approval to hold a block party on the 4500 block of Nottingham Avenue, between Agatite and Sunnyside on Saturday, August 10, 2019 from 12:00 PM to 10:00 PM.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

**GENERAL, Clerk Budnik:**

Clerk Budnik mentioned:

- (a) The 5<sup>th</sup> Annual Village of Norridge Car Show will be on June 29, 2019 at Divine Savior Church parking lot. New this year is the addition of the exhibitor area. We are still accepting applications from exhibitors. For more info, please contact Kathy Gaseor.
- (b) The Fall Recycling Day will be held on October 5, 2019.
- (c) A meeting regarding how to appeal your property tax assessment will be sponsored by Board of Review Commissioner Mike Cabonargi, Representative Robert Martwick, Commissioner Peter Silvestri and Mayor James Chmura on Tuesday July 9, 2019 at 6:30 p.m. at Ridgewood High School.

Clerk Budnik asked for a motion to approve the Flag Day 2019 Proclamation that was read on Flag Day June 14, 2019 at the Veteran's Memorial.

**Motion** by Bielak, seconded by Larson to approve the Proclamation.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried.

**Motion** by Gelsomino, seconded by Gregorio that, there being no further business, meeting be adjourned at 6:43 p.m.

Kucharski, Larson, Bielak, Gregorio, Gelsomino yea. Nays none. Motion carried. Meeting adjourned.

Joanna Skupien announced there will be a Special Meeting of the Village Board to decide who will be named Village President and serve President Chmura's remaining term. Information regarding the meeting date will be posted on the Village website and in the lobby of the Village Hall and police station.

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Daniel Tannhauser, President Pro Tempore

ATTEST:

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Debra J. Budnik, Village Clerk