



REGULAR BOARD MEETING AGENDA

Wednesday, October 14, 2020

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

NORRIDGE

2020 OCT 12 AM 10:53

RECEIVED

****Meeting held IN PERSON****

Please note: Temperature checks will be taken prior to entry. No one will be allowed to enter without proper face covering. Seating will be arranged with social distancing in mind. You are required to sign in upon entry for contact tracing purposes.

- 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 September 23, 2020, as presented, and published and that they be made part of the record hereof.
- VI - President's Report.
 - (a) Declaration of Local State of Emergency – Supplement #7, was issued and signed by President Tannhauser on September 30, 2020 and will be in effect until October 31, 2020.
 - (b) Village President's Executive Order Relating to the corona virus pandemic, Supplement #8 was issued and signed by President Tannhauser on October 7, 2020:
 1. **Supplements and Continues Prior Executive Orders.**
 - A. This Village President's Executive Order #8 supplements and continues my previous Executive Orders dated March 23, 2020, April 8, 2020, April 27, 2020, May 29, 2020, June 16, 2020, June 30, 2020, August 10, 2020 and September 21, 2020.
 - B. **Garage and Estate Sales.** Garage and Estate Sales are permitted subject to compliance with Governor Pritzker's Phase 4 Guidelines. Face coverings, six (6) foot social distancing, and limitation of no more than fifty (50) persons in a gathering at any one time is required.
 - C. **Halloween 2020.** On Saturday, October 31st from the hours of 2:00 P.M. to 7:00 P.M., children will be allowed to Trick-or-Treat at homes that display an

official Village of Norridge “Trick-or-Treaters Welcome Here” sign. Signs are available to download at our website www.villageofnorridge.com, can be picked-up at the Village Hall, or we will be able to have one delivered to your home - contact free. On October 31st, please display the sign on your door and turn your light on if you wish to participate in Trick-or-Treating. To ensure the safety of all, please follow social distancing guidelines recommended by the IDPH and the CDC. If you are welcoming Trick-or-Treaters, please make sure to wear a mask and please be creative in your social distancing distribution of treats.

2. **Authority.** This Executive Order is issued by me under my authority as Village President and Local Liquor Commissioner pursuant to Chapter 26 of the Revised Municipal Code of the Village of Norridge - 2002 (“Village Code”) and Ordinance 1986-20 and Village Code Chapter 6, Section 6-43 8.e. wherein the Local Liquor Commissioner shall have the authority to amend, alter, suspend, or revoke, or expand regulations relating to those license classes subject to regulation under the Village Code, with reasonable notice to affected licensees, by Executive Order during the effective period of the Gubernatorial Disaster Proclamation and subsequent Executive Order 2020-07 and the Gubernatorial Disaster Proclamation dated September 18, 2020 and Executive Order 2020-52, and without the prior approval of the Village Board of Trustees.
3. **T-E Licensees – Indoor Dining and Outdoor Dining and Service of Alcoholic Liquor.** During Phase 4 of the Restore Illinois Plan and the Declaration of Local State of Emergency, the Local Liquor Control Commissioner of the Village may, subject to Phase 4 of the Restore Illinois Plan (effective June 27, 2020), and Village Ordinance 1994-20 permit a holder of a T-E license to continue to provide outdoor dining and/or service of alcoholic liquor in accordance with the Phase 4 Restore Illinois Plan Guidelines for Restaurants and Bars until December 31, 2020. Seated area capacity of restaurants and bars shall be determined by arranging seating to provide a minimum of six (6) feet between tables or other designated patron service areas. Indoor dining is restricted to groups of ten (10) or less, with tables spaced six (6) feet apart in seated areas and with standing areas at no more than 25% of capacity. Employees are required to wear face coverings over their nose and mouth where maintaining a six (6) foot social distance is not possible at all times. Patrons should wear face coverings over their nose and mouth while on premises, except while eating and drinking at table (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face covering).

New and updated DCEO *Safety Guidelines For Patrons of Restaurants and Bars* effective August 26, 2020, reiterate that patrons are to wear face coverings over their nose and mouth:

- a. When approached and serviced by establishment employees, including but not limited to, when employees take patron orders, deliver food and beverages, and service tables, whether dining indoor or outdoor; and
- b. When picking up carry out orders, and
- c. Are encouraged to wear face coverings over their nose and mouth when picking up food at a drive-thru window, and,

each of these new or updated DCEO guidelines are included as requirements in this Executive Order Supplement #7.

Exceptions to the Protective Face Covering requirements are:

- a. Children under two (2) years of age, or for those with medical issues that would be compromised by wearing a face covering.
 - b. When engaged in physical activity such as walking or running while maintaining social distancing from others of not less than six (6) feet.
 - c. When alone or with members of the same household.
 - d. When eating or drinking, whether in public or private.
4. **Indoor Dining and Outdoor Dining – Restaurant With No Liquor License.** During the Declaration of Local State of Emergency, restaurants that do not have a liquor license and wish to provide outdoor dining, not including the service of alcoholic liquor, may continue do so subject to Village Ordinance 1996-20 and Phase 4 of the Restore Illinois Plan Guidelines for Restaurants and Bars. All Phase 4 capacity limitations and regulations regarding social distancing and face coverings for holders of T-E licenses set forth in Item 3 of this Executive Order shall apply equally to restaurants without liquor licenses.
 5. **Village Regulations Apply.** All restaurants whether licensed to serve alcoholic beverages, or not, and all T-E license holders wishing to continue to provide outdoor dining and/or service of alcoholic liquor (if applicable), and indoor dining shall meet all State and Village health, sanitation, inspection and permitting requirements.
 6. **Delivery and Carryout of Mixed Drinks and Cocktails for Consumption Off-Premises.** Delivery and carryout of mixed drinks and cocktails for consumption off-premises may continue during the effective period of the Declaration of Local State of Emergency by a holder of a T-E license to December 31, 2020-as set forth in Village Ordinance 1994-20.
 7. **T-E Licensees – Additional State Law Requirements.** This Executive Order Supplement #7 continues the requirements for T-E licensees for off-premises consumption set forth in Village Ordinance 1994-20.
 8. **Insurance Requirements.** This Executive Order Supplement #7 continues the insurance requirements for T-E licensees set forth in Village Ordinance 1994-20.
 9. **Phase 4 Capacity Limits for Other Types of Businesses and Services.** Phase 4 permits gatherings of 50 people or fewer and with restrictions on capacity limits, retail stores, theaters, cinemas, health clubs, personal care services, day camps, indoor and outdoor recreation, museums and youth and recreational sports is allowed. Workers and patrons must follow the Phase 4 health and safety guidelines established by the Illinois Department of Public Health and Governor Pritzker’s Executive Order 2020-43 dated June 26, 2020, that requires all individuals to wear face coverings when it is not possible to maintain six (6) feet of

separation from people outside of your home.

10. **Video Gaming.** Video Gaming resumed July 1, 2020. The Illinois Gaming Board's Resumption Protocols for terminal operators are on the Gaming Board's website and include: a six (6) foot separation between terminals or the installation of barriers between terminals; required face coverings and temperature screening for all employees and patrons; adherence to Phase 4 capacity and occupancy guidelines for bars and restaurants; and established cleaning protocols, provision of personal protective equipment, wipes, and hand sanitizer stations.
11. **No Block Parties.** Block parties will not be allowed for the remainder of the year and no permits will be issued.
12. **Resumption of Pace Bus Service.** Effective August 31, 2020, the Village Pace Bus service has an expanded schedule of Mondays, Wednesdays, and Fridays from 8:00 A.M. to 12:00 P.M. and 1:00 P.M. to 3:00 P.M. only.
13. **Village Hall Hours.** Village Hall hours are Monday – Friday 9:00 A.M. – 5:00 P.M. and Saturday 9:00 A.M. – 12:00 Noon.
14. **Face Coverings and Social Distancing.** To continue success in keeping the COVID-19 from spreading, Governor Pritzker's Executive Order 2020-43 dated June 26, 2020, requires all individuals to wear face coverings when it is not possible to maintain six (6) feet of separation from people outside of your home. Subsequent gubernatorial Executive Orders confirm these requirements. Everyone needs to follow health agency guidelines: frequently wash your hands for at least twenty (20) seconds, avoid close contact with people who are sick, stay home when you are sick, cover your coughs and sneezes with a tissue and clean surfaces and objects that are frequently touched.

Ordinance 1999-20 approved by the Village Board of Trustees on August 26, 2020 requires that all persons within Village boundaries engaging in any activity outside of their residence, while other people are present, shall wear protective face coverings when they must leave their home or report to work. Examples of when face coverings are required include, but are not limited to:

Examples of when face coverings are required include, but are not limited to:

- Shopping or working at retail businesses, like grocery stores or pharmacies;
- Picking up food from a drive-through or curbside pickup;
- Visiting a health care provider;
- Traveling on public transportation, taxis or rideshare;
- Interacting with customers, clients, or coworkers at a place of business or worship that is open to the general public;
- Performing services for state and local government agencies, where close interactions with other people are unavoidable; and
- When feeling sick, coughing, or sneezing or otherwise ill.

New updated DCEO *Safety Guidelines For Patrons of Restaurants and Bars* effective August 26, 2020 are included in Item 3 of this Executive Order and requires patrons of bars and restaurants to wear face coverings over their nose and mouth in additional circumstances.

15. **Expiration Date.** This Executive Order Supplement #8 shall remain in effect until October 31, 2020, or until further order of the Village President and the Local Liquor Commissioner, or repeal or amendment of these regulations by ordinance by the Village President and Village Board of Trustees, or unless superseded by State law, or by further Executive Order of the Governor of the State of Illinois, whichever is earlier.
16. **Governor's Authority.** Nothing in this Executive Order Supplement #8 shall supersede the Governor's authority and any orders that may be issued by the Governor related to the operation of businesses and/or the sale of alcoholic liquor in the State of Illinois.
17. **Enforcement.** The Governor's Executive Order 2020-55 dated September 19, 2020, may be enforced by local law enforcement pursuant to Section 7, Section 15, Section 18, and Section 19 of the Illinois Emergency Management Agency Act, 20 ILCS 3305 and applicable Village Ordinances. This Executive Order Supplement #7 and all prior Executive Orders may also be enforced by local law enforcement pursuant to Chapter 26, Section 1 of the Revised Municipal Code of the Village of Norridge – 2002.
18. **Effective Date.** This Executive Order Supplement #8 shall be effective immediately upon its promulgation and shall be deposited with the Village Clerk, posted at Village Hall, and entered on the Village's website.

VII - Comments from the Public.

If you are unable to attend the meeting in person, you may e-mail the Village Administrator at 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 4:00 PM, Wednesday, October 14, 2020 using the subject line "PUBLIC COMMENT".

For those members of the public who are attending in person or submitting a comment to the Village Administrator:

Anyone wishing to address the Village Board and comment upon any matter which pertains to the municipal business of the Village of Norridge may do so by filling out a Public Participation Form. All forms will be collected and given to the Village Administrator. You will be called upon by the Chair.

After you have been called up:

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

VIII - Committee Reports/Discussion and Action Items:

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

A. Discussion:

(a)

B. Consent Agenda:

- (a) Accept ACH payment from the Illinois Comptroller's Office, dated July 7, 2020, in the amount of \$4,235.44 for the Village's share of Personal Property Replacement Tax.
- (b) Accept ACH payment from the Illinois Comptroller's Office, dated July 9, 2020, in the amount of \$163,012.66 for the Village's share of Sales Tax.
- (c) Accept ACH payment from the Illinois Comptroller's Office, dated July 9, 2020, in the amount of \$146,221.66 for the Village's share of Home Rule Sales Tax.
- (d) Accept ACH payment from the Illinois Comptroller's Office, dated July 14, 2020, in the amount of \$17,875.50, for the Village's share of Telecommunications Tax revenues.
- (e) Accept ACH payment from the Illinois Comptroller's Office, dated July 14, 2020, in the amount of \$144,505.90 for the Village's share of Income Tax.
- (f) Accept ACH payment from the Illinois Comptroller's Office, dated July 14, 2020, in the amount of \$48,779.99 for the Village's share of Use Tax.
- (g) Accept ACH payment from the Illinois Comptroller's Office, dated July 14, 2020, in the amount of \$711.24 for the Village's share of Cannabis Use Tax.
- (h) Accept ACH payment from the Illinois Comptroller's Office, dated August 7, 2020, in the amount of \$185,120.43 for the Village's share of Sales Tax.
- (i) Accept ACH payment from the Illinois Comptroller's Office, dated August 7, 2020, in the amount of \$178,168.50 for the Village's share of Home Rule Sales Tax.
- (j) Accept ACH payment from the Illinois Comptroller's Office, dated August 10, 2020, in the amount of \$3,129.82 for the Village's share of Personal Property Replacement Tax.
- (k) Accept ACH payment from the Illinois Comptroller's Office, dated August 11, 2020, in the amount of \$197,570.67 for the Village's share of Income Tax.
- (l) Accept ACH payment from the Illinois Comptroller's Office, dated August 11, 2020, in the amount of \$54,249.60 for the Village's share of Use Tax.
- (m) Accept ACH payment from the Illinois Comptroller's Office, dated August 11, 2020, in the amount of \$810.87 for the Village's share of Cannabis Use Tax.
- (n) Accept ACH payment from the Illinois Comptroller's Office, dated September 10, 2020, in the amount of \$111,946.18 for the Village's share of Income Tax.
- (o) Accept ACH payment from the Illinois Comptroller's Office, dated September 10, 2020, in the amount of \$54,768.55 for the Village's share of Use Tax.

- (p) Approve Invoice #1407 dated September 22, 2020 from Administrative Consulting Specialists, LLC., in the amount of \$20,000.00 for annual grant and administrative services, renewing the present contract period to August 1, 2020 through July 31, 2021.
- (q) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending August 30, 2020, as published, copy to be attached and made a part of the record hereof.
- (r) Accept Check #30375 in the amount of \$4,188.74 from Wright Advertising Corp. for bench advertising revenues for the period of October 1, 2019 through September 30, 2020.
- (s) Approve the Pitney Bowes NASPO ValuePoint FMV Lease Agreement (Option C), providing for government pricing for a postage machine, for a term of 60 months, with quarterly payments of \$498.18. With this renewal, the Village will get a new machine at no additional cost, replacing the current, old, obsolete postage machine.

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

(Next Ordinance No. 2017-20)
 (Next Resolution No. 2020-09)

A. Discussion:

- (a)

B. Consent Agenda:

- (a) Adopt and approve Ordinance No. 2012-20, "AN ORDINANCE AMENDING CHAPTER 94, ARTICLE IV, SECTION 94-222 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE – 2002: An Ordinance Relating to Parking for Persons with Disabilities," 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. 2013-20, "AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE III, SECTIONS 2-136 AND 2-138 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE – 2002, AMENDING THE SALARY AND DUTIES OF THE VILLAGE CLERK: An Ordinance Amending the Salary and Duties of the Village Clerk," 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.
- (c) Adopt and approve Ordinance No. 2014-20, "AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE IV, DIVISION III, OFFICERS AND EMPLOYEES SECTION 2-246 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE – 2002, AMENDING THE POWERS AND DUTIES OF THE VILLAGE ADMINISTRATOR: An Ordinance Amending the Village Administrator's Duties," 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.

- (d) CONCUR with the recommendation of the Zoning Board of Appeals to GRANT the petition of Mr. Mitch Goltz of GW Properties LLC requesting an amendment to Ordinance 2002-20 (previously granting approval of the Norridge Corner Planned Unit Development) including variations, amendments and revisions to variations from parking stall size, setbacks, buffers, landscaping plan, height of building, and special use for a drive-thru restaurant and a Revised Plat of Subdivision in conjunction with a proposed Revised Plat of Planned Unit Development for the property at 4400 N. Harlem (previously occupied by Makray Manufacturing), located in the "M" Restricted Light Manufacturing District (Article XI), consisting of approximately 4.5 acres, hearing held on October 5, 2020, Case No. 645, with the Village Attorney to prepare the necessary amendatory ordinance.
- (e) Adopt and approve Ordinance No. 2015-20, "AN ORDINANCE APPROVING A REVISED PLAT OF SUBDIVISION PURSUANT TO THE REQUIREMENTS OF CHAPTER 86 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE, FOR PROPERTY LOCATED AT 4400 N. HARLEM AVENUE, NORRIDGE, COOK COUNTY ILLINOIS: An Ordinance Granting a Revised Plat of Subdivision for the Property Located at 4400 Harlem Avenue Permitting the Development of Structures on Each of Three Lots on That Property," 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.
- (f) Adopt and approve Ordinance No. 2016-20, "AN ORDINANCE AMENDING ORDINANCE NO. 2002-20 GRANTING PRELIMINARY PLAT APPROVAL FOR A PLANNED UNIT DEVELOPMENT UPON APPLICATION OF GW PROPERTIES LLC FOR APPROXIMATELY 4.57 ACRES LOCATED AT 4400 N. HARLEM AVENUE IN THE VILLAGE OF NORRIDGE, COOK COUNTY, ILLINOIS: An Ordinance Approving Amendments Including Repeal of a Special Use for a Drive-Through Restaurant. Revised, Amended Landscaping, Buffering and Height Variations and a Parking Space Variation for the Norridge Corner Planned Unit Development Approved in Ordinance 2002-20 Located at 4400 N. Harlem Avenue in the "M" Manufacturing District," 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.

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

A. Discussion:

(a)

B. 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 September 21, 2020 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 October 5, 2020 covering locations listed, place the report on file and make a part of the record thereof.
- (c) Accept the Water Fund Accounts Payable Check Register for the month of August, 2020, as published and copy to be attached and made part of the record hereof.

4. **POLICE, *Trustee Kucharski***

A. Discussion:

(a)

B. Consent Agenda:

- (a) Accept letter dated September 24, 2020 from Mario Valle, resigning from his position as Crossing Guard effective September 24, 2020.
- (b) Accept letter dated September 30, 2020 from Samuel Rosado Jr., informing the Chief of Police that effective December 31, 2020 he will be retiring as a Norridge Police Officer.
- (c) Approve the application of and grant the issuance of a solicitor's permit to Amber Rose Cramer for the purpose of solicitation related to AT&T cable and internet and vivnt home security, employed by Genesis Marketing, 1223 Circle Drive, Forest Park, IL 60130.
- (d) Approve the application of and grant the issuance of a solicitor's permit to Zehra Bohannon for the purpose of solicitation related to AT&T cable and internet and vivnt home security, employed by Genesis Marketing, 1223 Circle Drive, Forest Park, IL 60130.

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

A. Discussion:

(a)

B. Consent Agenda:

- (a) Approve the Lease of Property Agreement between the Village of Norridge and the Senior's Assistance Center for the West Portion of the premises at 7774 W. Irving Park Road for the period of November 01, 2015 through October 31, 2016 for the sum of one dollar (\$1.00).

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

A. Discussion:

- (a) Status of resurfacing project for 4600 & 4700 Overhill Ave.
- (b) Just a continuing reminder, that changes to the snow enforcement ordinance have been enacted. Per the new ordinance, cars are prohibited from parking on designated snow route streets after 2 inches of snow has fallen. The threshold was previously 3 inches. Please be aware of this change as it goes into effect THIS winter season (Winter Season 2020-2021).

B. Consent Agenda:

- (a)

7. **GENERAL, *Clerk Budnik:***

A. Discussion:

- (a) The schedule for the remaining 2020 Regular Village Board Meetings is as follows:
 - Wednesday, November 11, 2020 at 6:30 PM
 - Wednesday, December 9, 2020 at 6:30 PM
- (b) Early voting for the Tuesday, November 3, 2020 Presidential Election at the Norridge Village Hall location are as follows:

Monday, October 19th – Friday, October 23rd and
Monday, October 26th – Friday, October 30th
8:30 A.M. – 7:00 P.M.

Saturday, October 24th & Saturday, October 31st
9:00 A.M. – 5:00 P.M.
(Village staff available only until 12 noon)

Sunday, October 25th & November 1st
9:00 A.M. – 5:00 P.M.

Monday, November 2nd
8:30 A.M. – 7:00 P.M.

Please note, early voting at this location is for registered Suburban Cook County voters.

- (c) On Saturday, October 31st, from the hours of 2:00 PM to 7:00 PM, children will be allowed to Trick-or-Treat at homes that display an official Village of Norridge "Trick-or-Treaters Welcome Here" sign. Signs are available for download on our website at www.villageofnorridge.com, can be picked up at the Village Hall, or we can deliver one to your door, contact free! Please see our website for additional guidelines.

B. Consent Agenda:

(a)

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