



## REGULAR BOARD MEETING AGENDA

Wednesday, May 24, 2023

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, May 24, 2023 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 - The Village Clerk announces the results of the April 4, 2023 Consolidated General Election as Certified by the Cook County Clerk.
  - (a) Motion to accept the Certified Results of the April 4, 2023 Consolidated General Election, attached for the record hereof.
- VI - Swearing in of newly elected officials.
  - (a) Retired Judge Jim McGing swears in Donald Gelsomino as Village Trustee elected at the April 4, 2023 Consolidated General Election.
  - (b) Retired Judge Jim McGing swears in William “Bill” Larson as Village Trustee elected at the April 4, 2023 Consolidated General Election.
  - (c) Retired Judge Jim McGing swears in Jack Bielak as Village Trustee elected at the April 4, 2023 Consolidated General Election.

Newly elected officials take their seats at the dais.
- VII - Motion to approve and adopt the minutes of the Regular Board Meeting of April 26, 2023, as presented, and published and that they be made part of the record hereof.
- VIII - President’s Report

The President makes various appointments, including to Village Boards, Committees and Commissions.

  - (a) Motion to concur with the President’s appointments for the Fiscal Year May 1, 2023 to April 30, 2024, as detailed on the attached sheets.

- The President makes various assignments to the Village Board of Trustees.
- (b) Motion to concur with the President's assignments for the Fiscal Year May 1, 2023 to April 30, 2024, as detailed on the attached sheets.

- IX - Accolades
- Department Commendation for revamping and updating the department Field Training Process –  
Sgt. Zach Zage
  - Honorable Mention for training six new officers since October of 2022 –  
Ofc. Smith  
Ofc. Borowiec  
Ofc. Giannakopoulos  
Ofc. Drwal  
Ofc. Caravia  
Cpl. Dongarra  
Cpl. Lezon
  - Honorable Mention for de-escalating a violent encounter with a subject in mental health crisis.  
Ofc. Giannakopoulos  
Ofc. Treslo

X - 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.

XI - Executive Session:

- A. Personnel Matters (Sec. 2-C-1)
- B. Employment Matters (Sec. 2-C-1)
- 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)

XII - Committee Reports/Discussion and Action Items:

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

A. Discussion:

- (a) As a matter of record, the 2023 Cook County Assessor's Office Annual Exempt Affidavit online filing related to municipally owned qualified tax exempt properties was completed and filed on May 16, 2023 by the Village Administrator.

B. Consent Agenda:

- (a) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending March 31, 2023, as published, copy to be attached and made a part of the record hereof.
- (b) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending April 30, 2023, as published, copy to be attached and made a part of the record hereof.
- (c) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated April 4, 2023, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$47,432.59 comprised of \$24,643.60 for the monthly Motor Fuel Tax Allotment and \$22,788.99 for the monthly Motor Fuel Tax Transportation Renewal Fund Allotment.
- (d) Accept the Motor Fuel Tax Allotment and Transaction Report from the Illinois Department of Transportation, dated May 2, 2023, showing an ACH payment deposited into the Illinois Funds Motor Fuel Tax Account in the amount of \$54,183.81 comprised of \$28,728.35 for the monthly Motor Fuel Tax Allotment and \$25,455.46 for the monthly Motor Fuel Tax Transportation Renewal Fund Allotment.
- (e) Accept ACH payment from the Illinois Comptroller's Office, dated April 5, 2023 in the amount of \$11,226.24 for the Village's share of Personal Property Replacement Tax.
- (f) Accept ACH payment from the Illinois Comptroller's Office, dated April 7, 2023, in the amount of \$95,696.09 for the Village's share of Business District Tax.
- (g) Accept ACH payment from the Illinois Comptroller's Office, dated April 7, 2023, in the amount of \$346,854.63 for the Village's share of Sales Tax.
- (h) Accept ACH payment from the Illinois Comptroller's Office, dated April 7, 2023 in the amount of \$411,060.24 for the Village's share of Home Rule Sales Tax.
- (i) Accept ACH payment from the Illinois Comptroller's Office, dated April 11, 2023, in the amount of \$213,930.96 for the Village's share of Income Tax.
- (j) Accept ACH payment from the Illinois Comptroller's Office, dated April 11, 2023, in the amount of \$48,933.78 for the Village's share of Use Tax.
- (k) Accept ACH payment from the Illinois Comptroller's Office, dated April 11, 2023, in the amount of \$13,699.44 for the Village's share of Telecommunications Tax revenues.
- (l) Accept ACH payment from the Illinois Comptroller's Office, dated April 11, 2023, in the amount of \$2,178.42 for the Village's share of Cannabis Use Tax.
- (m) Accept check #0521741574 dated May 2, 2023 from Comcast Financial Agency Corporation for Cable Franchise Fees covering the period 01/01/2023 to 03/31/2023 in the amount of \$36,002.16.
- (n) Accept ACH payment made by DIRECTV, LLC made on April 30, 2023 in the amount of \$4,754.48 for Cable and Video Franchise Fees (AT&T Uverse) for the period of 01/01/2023 – 03/31/2023.

- (o) Proceed with closing of the Byline Bank checking account ending in 9502 (Water Fund), per the planned system maintenance, and approve the opening of a new account, as per letter dated April 26, 2023, new account transition needing to be completed by May 31, 2023 with the following signers on the account: Daniel Tannhauser, Frank Avino Jr. and Joanna Skupien.
- (p) Accept the General Fund Accounts Payable Check Register for the month of April, 2023, as published and copy to be attached and made part of the record hereof.

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

(Next Ordinance No. 2100-23)

(Next Resolution No. 23-06)

A. Discussion:

(a)

B. Consent Agenda:

- (a) Adopt and Approve Resolution No. 23-04 “RESOLUTION OF ASSOCIATION OR ORGANIZATION: a Resolution authorizing that Daniel Tannhauser, Frank Avino Jr. and Joanna Skupien be the authorized signers on a new checking account for the Water Fund. The President and Clerk 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. 2098-23, “AN ORDINANCE ADOPTING AND APPROVING REVISIONS TO THE EMPLOYEE HANDBOOK OF THE VILLAGE OF NORRIDGE, ILLINOIS: An Ordinance Adopting Amendments to the Village of Norridge Employee Handbook,” 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. 2099-23, “AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE III, SECTION 2-136 OF THE REVISED MUNICIPAL CODE OF THE VILLAGE OF NORRIDGE – 2002 AMENDNG THE SALARY OF THE VILLAGE CLERK: An Ordinance Amending the Salary 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.
- (d) Concur with the recommendation of the Zoning Board of Appeals to GRANT the petition of Ed Larson, architect, on behalf of the Dote Family, requesting a variance under the requirements of Article IV-A, Area Regulations, Subsection 3.3 - Rear Yard, of the Zoning Ordinance of the Village of Norridge – 1962 to construct an addition requiring a 17.5 rear yard setback on the property located at 8226 W. Gunnison, hearing held on May 1, 2023, Case No. 660, and refer the matter to the Village Attorney to prepare the necessary amendatory ordinance.
- (e) Concur with the recommendation of the Zoning Board of Appeals to GRANT the petition of John Theodore, on behalf of John and Fannie Theodore, requesting a variance under the requirements of Article IV-A, Area Regulations, Subsection 3.3 - Rear Yard, of the Zoning Ordinance of the Village of Norridge – 1962 to demo and build a new attached garage and move the driveway from Canfield to Strong, requiring a 5.2 foot setback from the rear yard line for the garage and requiring a 25 foot setback from the rear yard line for the mudroom, and that any removal or relocation of the curb

cuts be approved by Village Public Works on the property located at 4943 N. Canfield Avenue, hearing held on May 1, 2023, Case No. 661, and refer the matter to the Village Attorney to prepare the necessary amendatory ordinance.

**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 April 24, 2023 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 May 8, 2023 covering locations listed, place the report on file and make a part of the record thereof.
- (c) Accept Water Fund Monthly Financial Report for the month ending February 28, 2023 as published, copy to be attached and made a part of the record hereof.
- (d) Accept Water Fund Monthly Financial Report for the month ending March 31, 2023 as published, copy to be attached and made a part of the record hereof.
- (e) Accept the Water Fund Accounts Payable Check Register for the month of April, 2023 as published, copy to be attached and made a part of the record thereof.

**POLICE, *Trustee Budnik:***

A. Discussion:

(a)

B. Consent Agenda:

- (a) Accept letter dated May 9, 2023 from Police Chief Brain Goss informing President Tannhauser and the Board of Trustees that Lateral Transfer Probationary Patrol Officer James Evangelista is resigning from the Norridge Police Department as of May 8, 2023 and concur with the recommendation of the Chief of Police Brian Goss to accept the resignation.
- (b) Accept, as a matter of record, payments made to the Police Department's eligible employees for Holiday Buy Backs from Fiscal Year 2022-2023 totaling \$96,867.38. This amount is for 31 Police Department Union employees. Payments were made via payroll on the pay date of May 15, 2023.
- (c) Accept, as a matter of record, payments made to the Police Department's eligible employees for Comp Time Buy Backs from Fiscal Year 2022-2023 totaling \$3,129.37. This amount is for 7 Police Department Union employees. Payments were made via payroll on the pay date of May 15, 2023.

- (d) Accept letter dated May 18, 2023 from Police Chief Brian Goss and concur with his request that Officer Thomas Wysocki be promoted to rank of Corporal effective June 01, 2023, at an annual base salary of \$116,635.83, plus Specialty Pay \$1,200.00. The Village Clerk administers the Oath of Office to Corporal Thomas Wysocki

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

- A. Discussion:
  - (a)

- B. Consent Agenda:

- (a) Accept proposal from Al Air, Inc. for the renewal of services for the following Village-owned buildings for the service period of May 1, 2023 through April 30, 2024:

Police Station,	4020 N. Olcott	\$2,900.00
Public Works,	8415 W. Foster	775.00
Estelle Sieb Center,	7774 W. Irving Park	2,750.00
Village Hall,	4000 N. Olcott	3,200.00
Police Garage,	Montrose/Ottawa	375.00
TOTAL:		\$10,000.00

The renewal reflects no increase over last year.

- (b) Approve the 2-year renewal of the Accela Civic Platform-Subscription User agreement. This is the cloud-based software used by the Building Department for inspections and permits for 10 users. Terms of the agreement are as follows:
  - July 8, 2023 to July 7, 2024 - \$20,251.29 and
  - July 8, 2024 to July 7, 2025 - \$21,263.86
- (c) Approve the proposal from NextRequest for FOIA Workflow Management software for \$12,288.00. This includes the annual cost of \$10,788.00 and initial set up fee of \$1,500.00. This agreement runs from May 29, 2023 to May 28, 2024
- (d) Accept the recommendation from Village Administrator, Joanna Skupien to hire Jennifer Fandrey to the position of Full-Time Customer Service Clerk at an annual salary of \$32,000.00, with a May 23, 2023 start date. The probationary period is 18 months.

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

- A. Discussion:

- (a) The Village of Norridge will once again offer the Concrete Reimbursement Program to assist property owners in making needed repairs to curbs, sidewalks, service walks, catwalks and aprons abutting their properties. The goal of the program is to help improve safety, access and aesthetics for residents in the Village. The goal is also to cost-share in the expense of having concrete upgrades done. For Fiscal Year 2023-2024, the Village has allocated \$25,000 in funding for this program. A copy of the program packet and application can be found online under the Public Works Department or at the Building Department counter at Village Hall.

- B. Consent Agenda:

- (a) Approve the request from Billie Baker of 7752 W. Strong Street to hold a block party on

the 7700 Block of Strong Street on Saturday, July 22, 2023 from 10:00 A.M until 10:00 P.M. After approval, requestor will be sent the Village of Norridge's Block Party Agreement for their signature.

- (b) Approve the request from Mike Egan of 4910 N. Clifton Avenue to hold a block party on the 4900 Block of Clifton Avenue on Saturday, August 19, 2023 from 10:00 A.M until 10:00 P.M. After approval, requestor will be sent the Village of Norridge's Block Party Agreement for their signature.
- (c) Approve the request from Gina Brancher of 4456 North Osage Avenue to hold a block party on the 4400, 4500 & 4600 blocks of Osage Avenue on Saturday, July 29, 2023 from 10:00 A.M until 11:00 P.M., with the stipulation that all music must cease by 10:00 P.M. as per Village Ordinance 1330-01, Sec. 34-31. After approval, requestor will be sent the Village of Norridge's Block Party Agreement for their signature.
- (d) Approve the construction engineering agreement with Edwin Hancock, 9933 Roosevelt Road, Westchester, IL, for the Mission and Moreland project not to exceed \$118,000.00. Project to be funded from both Motor Fuel Tax Funds and General Funds.
- (e) Adopt and approve Resolution No. 23-05, "A RESOLUTION FOR IMPROVEMENT UNDER THE ILLINOIS HIGHWAY CODE" for Monterey, Moreland and Mission (from Argyle Street to Foster Avenue) Improvements utilizing MFT funds. The President and Clerk 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. Discussion:

(a) Save the dates for upcoming events:

- May 28, 2023 – Memorial Day Remembrance Program
- June 3, 2023 – 8<sup>th</sup> Annual Village of Norridge Car Show
- June 23 – 24, 2023 – Community Wide Garage Sale
- June 30, 2023 – Deadline to purchase vehicle stickers and pet tags
- There is still time to purchase a 75<sup>th</sup> Anniversary banner. Please go online to submit your electronic application by 5pm, May 31, 2023.

(b) Budget Hearing will be on June 28, 2023 at 6:00 PM at Village Hall.

B. Consent Agenda:

(a)

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