

## REGULAR BOARD MEETING MINUTES

Wednesday, May 24, 2023

Village of Norridge  
4000 N. Olcott Avenue  
Norridge, IL 60706

The meeting was called to order by President Tannhauser at 6:31 PM

Clerk Krasinski called the roll.

Present:

President Tannhauser  
Clerk Krasinski  
Trustee Budnik  
Trustee Ronstadt  
Trustee Larson  
Trustee Bielak  
Trustee Avino  
Trustee Gelsomino

Also Present:

Joan Cherry, Village Attorney  
Brian Goss, Police Chief  
Joanna Skupien, Office Administrator  
Joe Spain, Interim Director of Public Works

A quorum was declared.

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

Clerk Krasinski announced the results of the April 4, 2023 Consolidated General Election as Certified by the Cook County Clerk.

**MOTION:** by Trustee Budnik second by Trustee Avino to accept the Certified Results of the April 4, 2023 Consolidated General Election, attached for the record hereof.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

Retired Judge Jim McGing swore in Donald Gelsomino as Village Trustee elected at the April 4, 2023 Consolidated General Election.

Retired Judge Jim McGing swore in William "Bill" Larson as Village Trustee elected at the April 4, 2023 Consolidated General Election.

Retired Judge Jim McGing swore in Jack Bielak as Village Trustee elected at the April 4, 2023 Consolidated General Election.

Re-elected officials took their seats at the dais.

**MOTION:** by Trustee Gelsomino second by Trustee Bielak 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.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

### President's Report

President Tannhauser made various appointments, including to Village Boards, Committees and Commissions.

**MOTION:** by Trustee Larson second by Trustee Bielak to concur with the President's appointments for the Fiscal Year May 1, 2023 to April 30, 2024.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried  
President Tannhauser made various assignments to the Village Board of Trustees.

**MOTION:** by Trustee Avino second by Trustee Bielak to concur with the President's assignments for the Fiscal Year May 1, 2023 to April 30, 2024.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

**Accolades:**

Chief Brian Goss presented certificates to the following:

- 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

**Comments from the Public.**

There were no comments emailed to the Village Administrator prior to the meeting

**In person comments:**

**Kristin Kelly:**

Ms. Kelly voiced her concerns of the inadequate tree planting in Norridge. Ms. Kelly voiced her concerns in the past to President Tannhauser and the Norridge Green Team. Ms. Kelly stated many benefits of trees in the village and Village of Norridge should not charge residents to plant trees.

President Tannhauser thanked Ms. Kelly for coming.

Office Administrator Joanna Skupien stated the board has waived the fee for 2023 tree planting. Ms. Skupien also mentioned that we are not getting many requests from residents to plant trees and we are only removing trees that are not healthy.

Trustee Bielak stated that we have reached out to residents to plant trees and engage in tree planting event, not many residents responded.

**Kyle Gantert:**

Mr. Gantert voiced his concerns of the snow removal signs near his residence and has no where to park during snow removal.

Joe Spain stated that we put snow removal routes in place for the safety of our residents.

Trustee Bielak suggested Mr. Gantert talk to his landlord for options parking spaces.

**Tanya Ostojk**

Ms. Ostojk voiced concerns of the rat issue in Norridge. This is a Village issue not just her street where she resides.

Joanna Skupien stated that the Village is aware of the issues and are addressing the concerns.

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

Trustee Avino discussed:

- (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.

He asked if there were any questions regarding the consent agenda. There were none.

**MOTION:** by Trustee Avino second by Trustee Larson to:

- (a) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending March 31, 2023, as published.
- (b) Accept the General Fund and Motor Fuel Tax Fund Financial Report for the month ending April 30, 2023, as published.
- (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.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

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

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

**MOTION:** by Trustee Bielak second by Trustee Avino to:

- (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.
- (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 for.
- (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.
- (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.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

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

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

**MOTION:** by Trustee Ronstadt, second by Trustee Bielak to:

- (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.

- (e) Accept the Water Fund Accounts Payable Check Register for the month of April, 2023 as published.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

**POLICE, Trustee Budnik:**

Trustee Budnik had no discussion items for review. She asked if there were any questions regarding the consent agenda. There were none.

**MOTION:** by Trustee Budnik, second by Trustee Avino to:

- (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 administered the Oath of Office to Corporal Thomas Wysocki

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

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

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

**MOTION:** by Trustee Gelsomino, second by Trustee Bielak to:

- (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.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

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

Trustee Larson discussed:

- (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.

He asked if there were any questions regarding the consent agenda. There were none.

**MOTION:** by Trustee Larson, second by Trustee Ronstadt to:

- (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.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried

**GENERAL, *Clerk Krasinski:***

Clerk Krasinski mentioned to:

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

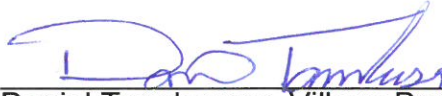
- There is still time to purchase a 75<sup>th</sup> Anniversary banner. Please go online to submit your electronic application by 5pm, May 31, 2023.
- (a) Budget Hearing will be on June 28, 2023 at 6:00 PM at Village Hall.

There were no other general comments.

**MOTION:** by Trustee Gelsomino second by Trustee Larson that, there being no further business, meeting be adjourned at 7:15 PM.

Budnik, Ronstadt, Larson, Bielak, Avino, Gelsomino Yea, Nays none, Motion carried.

Meeting Adjourned.

  
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Daniel Tannhauser, Village President

ATTEST:

  
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Gabriela Krasinski, Village Clerk