

**MINUTES OF THE REGULAR MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF FOREST VIEW  
Held Virtually on Zoom Due To COVID-19  
April 13, 2021**

**1. CALL TO ORDER:**

The regular board meeting of the Village of Forest View was called to order by Village President Powell at 7:01 P.M.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL:**

Present: Village President Powell, Village Administrator Masciola, Village Clerk Conklin, Chief Wiseman, Chief Heller, Superintendent O'Donohue,

Present: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer

Absent: None

**4. APPROVAL OF PREVIOUS MINUTES:**

That the minutes of the regular board meeting of March 23, 2021 be approved as read:

Motion: Trustee Kirchgatterer

Second: Trustee Grossi

Yes: Trustees Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer, Grossi

No: None

Motion Carried.

**5. APPROVAL OF PREVIOUS CHECK REGISTER:**

- A. To approve the check register from the payroll of the March 23, 2021 board meeting in the amount of \$ 130,749.54

Check # 31098-31105

Voided: None

- B. To approve the check register from the accounts payable of the board meeting in the amount of \$ 96,983.25

Check # 31106-31139  
Voided: None

Action Requested: Motion to approve

Motion: Trustee Kirchgatterer  
Second: Trustee Stimach

Yes: Trustees Hubacek, Miller, Stimach, Kirchgatterer, Grossi, Sudkamp  
No: None  
Motion Carried.

**6. REPORTS OF EXPENDITURES:**

- A. To approve the village payroll in the gross amount of \$ 93,931.31. This payroll covers the period from April 1-15, 2021 for regular full-time employees. Also covered is the Officials payroll from April 1-30, 2021 and the part-time payroll from March 16-31, 2021.
- B. To approve the accounts payable as listed in the amount of \$ 35,281.29
- C. Total Expenditures: \$ 129,212.60

Action Requested: Motion to approve

Motion: Trustee Kirchgatterer  
Second: Trustee Miller

Yes: Trustees Miller, Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek  
No: None  
Motion Carried.

**7. REPORTS OF REVENUE – As of March 31, 2021:**

Cash Receipts:	\$	737,276.08
Sales Tax:	\$	27,641.75
Home Rule Sales Tax:	\$	23,008.56
Interest:	\$	127.10
Local Gas Tax:	\$	<u>16,829.72</u>
Total Revenue:	\$	804,883.21

**8. DEPARTMENTAL CORRESPONDENCE:**

Agenda Item # 1 – Letter from Village Accountant, Joy M. Conklin, requesting the approval of Resolution R21-04 to appoint the Village Accountant as the Authorized Agent for the Illinois Municipal Retirement Fund (IMRF).

Action Requested: Motion to approve R21-04 to appoint the Village Accountant as the Authorized Agent for the IMRF.

To approve Agenda Item # 1

Motion: Trustee Kirchgatterer

Second: Trustee Miller

Yes: Trustees Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller

No: None

Motion Carried.

Agenda Item #2 – Letter from Village President, Lawrence Powell, regarding the recruitment of the next Village Administrator.

Action Requested: Motion to conduct the recruitment of the next Village Administrator with the West Central Municipal Conference (WCMC) under the Executive Search Program in an amount not to exceed \$3,500.00.

Village President Powell spoke regarding the recruitment of the next Village Administrator with the West Central Municipal Conference (WCMC) under the Executive Search Program.

A Trustee has requested to table Agenda Item #2 until the new Village President takes over.

A Trustee mentioned the option of contacting a couple different places regarding the search. The ILCMA and the Illinois Municipal League offer this same service.

Discussion ensued regarding the time frame for Cook County to certify the election.

Village Clerk Conklin mentioned that Cook County always certifies the election. We do not know the exact date for certification yet.

To table Agenda Item # 2

Motion: Trustee Grossi

Second: Trustee Hubacek

Yes: Trustees Grossi, Sudkamp, Hubacek, Miller

No: Trustees Kirchgatterer, Stimach

Motion Carried. Agenda Item #2 is tabled until the new Village President has taken office.

Agenda Item # 3 – Letter from Village Accountant, Joy M. Conklin, requesting authorization to hire Lauterbach & Amen, LLP, to provide actuarial reports for the Police and Firefighters' Pension Funds for 2021, 2022 and 2023.

Action Requested: Motion to approve the proposal from Lauterbach & Amen, LLP, to provide actuarial valuation reports for the Police

and Firefighters' Pension Funds in an amount not to exceed \$11,260.00 for 2021, \$11,600.00 for 2021 and \$11,960.00 for 2023 and authorize the Village Accountant to sign the actuarial proposal letter.

Village Accountant Conklin mentioned that it would be beneficial to work with Lauterbach & Amen as they coordinate well with our auditors.

To approve Agenda Item # 3

Motion: Trustee Grossi

Second: Trustee Miller

Yes: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer

No: None

Motion Carried.

Agenda Item # 4 – Letter from Superintendent of Public Works & Water, Jack O' Donohue, regarding concrete repairs.

Action Requested: Motion to approve Magana Concrete Construction to repair/replace concrete at various locations in town for an amount not to exceed \$6,950.00.

Superintendent O'Donohue spoke regarding several areas in town in need of concrete repair due to water main breaks and plowing. Those locations are a driveway at 4530 Maple Avenue, 27 feet of curb at 4526 Maple Avenue, and the Village Hall apron off of Home Avenue. Three quotes were obtained:

1) Magana Concrete	\$6950.00
2) Davis Concrete	\$7750.00
3) Max Paving & Concrete	\$8000.00

Superintendent O'Donohue recommended approving the quote from Magana Concrete to repair/replace concrete at various locations in town. There are several other areas that Public Works will be able to handle, such as the dead end of Wenonah Avenue re-pavement, and the sidewalk at 4619 Harlem Avenue.

A Trustee questioned additional concrete work that is needed in the area, such as the 4600 block of Kenilworth and some raised sidewalk squares on the 4600 block of Wisconsin.

Superintendent O'Donohue mentioned that these concrete repairs are needed repairs due to water main breaks and snow plowing damage from over the winter. Regarding the 4600 block of Kenilworth, there is a possible collapsed sewer at that location. We are working on the best way to address that situation. As far as sidewalk squares in town, we could look into addressing a Sidewalk Program by the end of the summer.

To approve Agenda Item # 4

Motion: Trustee Hubacek

Second: Trustee Kirchgatterer

Yes: Trustees Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer, Grossi

No: None

Motion Carried.

Agenda Item # 5 – Letter from Superintendent of Public Works & Water, Jack O’ Donohue, regarding a 50/50 Driveway Apron Program reimbursement.

Action Requested: Motion to authorize the Superintendent of Public Works and Water to reimburse resident for an amount not to exceed \$1,515.00.

Superintendent O’Donohue spoke regarding resident Gabriel Marchena Rodriguez of 4503 Wisconsin Ave. who recently completed concrete work at his property. Mr. Rodriguez re-did his driveway from garage to street, including the apron. He did the work himself (Permit # F21-12). The Village Superintendent did the pre-pour inspection. Back in 2019, Mr. Rodriguez’s apron was rated a 2 (two). He does qualify for the 50/50 Driveway Reimbursement Program. Based on my calculations, Mr. Rodriguez used 151.49 sq. ft. of concrete to complete the apron. Per the Program, the Village should reimburse Mr. Rodriguez for 75.75 sq. ft. Based on quotes for concrete jobs around the Village, it was determined that \$20.00 per sq. ft. is a fair amount to charge.  $151.49 \text{ sq. ft.} \div 2 = 75.75 \text{ sq. ft.}; 75.75 \text{ sq. ft.} \times \$20.00 = \$1,515.00$

A Trustee wanted to confirm that the pitch of the driveway is not toward the neighbor’s property as this work was completed by the resident and not a business.

Superintendent O’Donohue mentioned that the resident is a concrete laborer with the Union. During the pre-pour inspection, different areas were measured for depth and confirmation that the area is level.

Discussion ensued regarding the original permit price, the changes with the permit application, work and price.

To approve Agenda Item # 5

Motion: Trustee Stimach

Second: Trustee Grossi

Yes: Trustees Hubacek, Miller, Stimach, Kirchgatterer, Grossi, Sudkamp

No: None

Motion Carried.

Agenda Item # 6 – Letter from Chief of Police, Gary Wiseman Jr., requesting the official appointment of Patricia Scalise as a Part-Time Police Officer to the Forest View Police Department.

Action Requested: Motion to appoint Patricia Scalise as a Part-Time Police Officer to the Forest View Police Department.

Police Chief Wiseman is seeking Board approval to hire Patricia Scalise as a Part-Time Police Officer. She is a Full-Time Certified Police Officer with the State of Illinois and was previously employed by the McCook Police Department. A background check was completed along with fingerprints.

To table Agenda Item # 6

Motion: Trustee Grossi

Second: Trustee Hubacek

Yes: Trustees Miller, Grossi, Sudkamp, Hubacek

No: Trustees Stimach, Kirchgatterer

Motion Carried. Agenda Item #6 is tabled until the new Village President has taken office.

Agenda Item # 7 – Letter from Chief of Police, Gary Wiseman Jr. and Village Accountant Joy M. Conklin, regarding the approval Ordinance No. 21-02 authorizing the sale or disposal of certain surplus personal property.

Action Requested: Motion to approve Ordinance No. 21-02.

Police Chief Wiseman spoke regarding the old dispatch radio and the request to declare it surplus. Mercury Systems evaluated it and deemed it not good for resale. It could be donated the Village of Justice for parts.

Discussion ensued regarding options to donate the equipment to a Police Department in need. Donating to the Village of Justice would allow them to have extra parts for some of the equipment, since they are our 9-1-1 Dispatch Center now.

Village Administrator Masciola noted we need to close out the Forest View ETSB Fund with this next audit. That will have to be addressed through the auditor.

To approve Agenda Item # 7

Motion: Trustee Grossi

Second: Trustee Kirchgatterer

Yes: Trustees Stimach, Kirchgatterer, Grossi, Sudkamp, Hubacek, Miller

No: None

Motion Carried.

Agenda Item # 8 – Letter from Fire Chief, Thomas A. Heller, informing the Village Board of the resignation of Part-Time Firefighter/Paramedic Ryan Cichowicz from the Forest View Fire Department.

Action Requested: None, information only.

**9. APPLICATIONS FOR PERMITS:**

- NF21-03 James & Deborah DeVito, 4622 S. Maple Avenue, Replace Section of Gutter and Bay Window.
- NF21-04 Juan & Alessandra Arreola, 4513 S. Clinton Avenue, Repair Two Concrete Stairs.
- NF21-05 Cristina Medina, 4613 S. Grove Avenue, Replace Sidewalk from House to Driveway.
- F21-13 4701 S. Central Avenue, Graham Enterprise, Inc, B.P. Amoco Gasoline Station, Pavement Replacement Project and Fueling Dispenser Upgrades.
- F21-14 SSS Real Estate Management, LLC, 4609-4615 S. Harlem Avenue, New Car Wash and Retail Space Development Sign Permit.
- F21-15 Old Dominion Freight Line, D.F. Chase Construction, 5500 W. 47<sup>th</sup> Street, New Wall Sign for Terminal Expansion Building.

**10. REPORTS OF OFFICERS:**

**A.) Reports from Department Heads**

1. Village Administrator Mark Masciola
  - Regarding permits, there are some final permits that I have been working with, and those permits have been issued.
  - 4701 S. Central Avenue. This project will kick off a series of four different permits that will need to be issued in this calendar year 2021. The first is the pavement replacement and fueling dispenser upgrades. The second one is going to be an expansion and renovation of the existing store. The third one will be a demolition permit for some of the buildings and car wash that is directly east of the station. The last one will be a permit for the installation of eight new diesel fueling dispersers and new canopy to be located east of the gas station.
  - 4609 & 4615 Harlem Avenue. A Car Wash & Retail Space Permit was issued.
  - Old Dominion had a Sign Permit issued for their new Terminal Expansion Building.
  - There are approximately fifteen active commercial projects right now. A list has been assembled for whoever will be taking over.
  
2. Superintendent Water & Public Works Jack O'Donohue
  - No new news to report at this time.

3. Police Chief Gary Wiseman Jr.
  - Provided Police Reports for March 23 to April 12, 2021.

A Trustee mentioned that residents were concerned over additional vehicles parking on Clinton Avenue along the park side. The street is full almost every night even though that is residential parking only.

Police Chief Wiseman stated that they will keep an eye on the vehicles parking there.

4. Fire Chief Tom Heller
  - No new news to report at this time.

**B.) Reports from Village Trustees**

A Trustee mentioned the disappointment felt regarding the Village President's Letter within the Newsletter. The newsletter is a way to communicate with the residents. It is the outlet to inform our residents of important information. It never was or should be used to share your personal opinions about your fellow public servants.

**C.) Report from the Village President**  
None

**11. PUBLIC COMMENT OR QUESTIONS:**

Village Clerk Conklin stated there were no comments or questions via email or left in the drop box. No other comments were received verbally from residents during the meeting.

**12. ADJOURNMENT:**

To adjourn at 7:38 P.M.

Motion: Trustee Grossi  
Second: Trustee Hubacek

Yes: Trustees Grossi, Sudkamp, Hubacek, Miller, Stimach, Kirchgatterer

VOICE VOTE: AYES: ALL NAYS: NONE Motion Carried.

Respectfully submitted,

Joy M. Conklin  
Village Clerk