

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE
May 10, 2021
Meeting Held virtually on Zoom
Streamed live on YouTube
Due to COVID-19
6:30 p.m.

Prior to the scheduled Village Board meeting, the swearing in of Mayor Elect, David Pileski, Trustees elect Tom Della Penna, Cheryl Lenisa, and Tom Piorkowski and Village Clerk Patty Burns, took place in front of Roselle Village Hall at 5:00 pm May 10, 2021. DuPage County Board Member Sam Tornatore officiated the swearing in.

1. CALL TO ORDER

The meeting of the Board of Trustees of the Village of Roselle was called to order at 6:30 p.m. by Mayor Pileski.

2. PLEDGE OF ALLEGIANCE – Led by Mayor Pileski.

3. ROLL CALL:

Upon Roll Call the following answered: Mayor Pileski, Trustees Berkshire, Della Penna, Domke, Lenisa, Piorkowski and Trejo

ABSENT: None

OTHERS PRESENT: Acting Village Administrator Jason Bielawski, Village Attorney Jim Knippen, Finance Director Tom Dahl, Police Chief Steve Herron, Fire Chief Mark Bozik, Deputy Fire Chief David Gnad, Public Works Director Karen Young, Assistant Public Works Director Kristin Mehl, Zoning Administrator Caron Bricks, Management Analyst Brian Joanis, and Village Clerk Patty Burns.

4. PRESENTATION OF PREPARED AGENDA

Motion by Trustee Domke, second by Trustee Trejo, to Approve the Prepared Agenda.

ROLL CALL:

AYES: Domke, Trejo, Della Penna, Lenisa, Piorkowski, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

5. CITIZEN COMMENTS/QUESTIONS - None

6. OFFICIALS AND STAFF REPORTS

6A1. MAYOR – Mayor Pileski read a Proclamation recognizing Mayor Andrew J. Maglio for his 38 years of public service to the Village of Roselle.

6A2. National Police Week Proclamation read by Mayor Pileski.

- 6A3. ADOPT RESOLUTION 2021-2396 EXTENDING A DECLARATION OF LOCAL STATE OF EMERGENCY APPROVED BY THE VILLAGE BOARD ON APRIL 12, 2021.

Motion by Trustee Trejo, second by Trustee Domke, to Approve Item 6A3.

ROLL CALL:

AYES: Trejo, Domke, Berkshire, Lenisa, Piorkowski, Della Penna

NAYS: None

ABSENT: None

MOTION CARRIED.

- 6A4. Discuss potential changes to the Village Board meeting format and other Village operations based upon updated guidance from the Restore Illinois reopening plan.

As the State of Illinois and the country as a whole are progressing towards a greater reopening of the economy based upon increased vaccinations and reversals in COVID-19 related hospitalizations and deaths; the Village is prepared to further reopen to in-person activities while protecting the progress that has been made and preserving safety and wellbeing through appropriate physical distancing and face coverings. With this mind, the Mayor requested staff identify opportunities to get closer to normal business operations, which are listed below.

Village Board Meetings

1. Target returning to in-person meetings for the Village Board meeting on June 14.
2. Under the Bridge phase, Council Chambers capacity is limited to 60%, which is 61 people. Full capacity is 102 people.
3. Assuming physical distancing of 6' or the installation of other barriers will still be required or encouraged even in Phase 5 it's recommended that:
 - a. Plastic barriers be installed between each seated location along the dais and on the presentation podium.
 - b. Audience and staff chairs be spaced a minimum of 6' feet apart.
4. Assuming face coverings will continue to be required or encouraged even in Phase 5, it's recommended all audience members must be masked when not speaking at the podium.
5. People seating around the dais can choose to wear face coverings or not based upon the physical barriers, distancing from the podium, and vaccination.
6. The new audio and visual equipment in the Council Chambers allows for hybrid participation whereby people can attend in-person or virtually.

- a. To keep the Council Chamber's capacity as low as possible and thereby allow more of the public to attend if desired, certain staff can attend virtually.
- b. Continue to encourage public comment be submitted in advance; otherwise, public comment can be done in person.
- c. Continue to stream the Village Board meeting live on YouTube.

Committee of the Whole meetings were discontinued when Board meetings were done remotely and online. It was suggested to continue with this format of just one meeting, using New Business and Unfinished Business to discuss new items. All trustees were in agreement.

Village Operations

1. Currently the Fire Department, Police Department, and Public Works are requiring the public to handle business over the phone or by appointment only. The Village Hall has reduced hours and access to the 2nd floor of Village Hall is by appointment only.
2. It's recommended the Fire Department and Public Works continue to operate as they are now due to limited volume of walk in traffic.
3. The Police Department is prepared to reopen the Records Division to walk in traffic.
4. Staff recommends the following for Village Hall hours beginning 6/14/2021
 - a. New hours: 8:30AM – 5PM on M, T, Th, and Fri, and 8:30 – 1PM on Weds.
 - b. The 2nd floor of Village Hall will reopen to walk-up traffic.
5. The public will still be required to wear a face covering to enter any Village building.

Additionally, staff liaisons to various Boards and Commissions will discuss the target of returning to in-person meetings beginning in June or July. Staff will monitor the modifications and recommend further adjustments as needed.

Trustee Berkshire stated that the earliest he is able to attend the "in-person" Village Board meetings is 7 pm.

Staff directed to proceed.

- 6A5. REAPPOINT TODD EICHHOLZ TO ZONING BOARD OF APPEALS FOR A TERM TO END JULY 31, 2022.

Motion by Trustee Trejo, second by Trustee Piorkowski, to Approve Item 6A5.

ROLL CALL:

AYES: Trejo, Piorkowski, Berkshire, Lenisa, Della Penna, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

- 6A6. APPOINT LYDIA GALANTE TO ZONING BOARD OF APPEALS FOR A TERM TO END MAY 31, 2026.

Motion by Trustee Trejo, second by Trustee Della Penna, to Approve Item 6A6.

ROLL CALL:

AYES: Trejo, Della Penna, Piorkowski, Berkshire, Lenisa, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

- 6B. VILLAGE TRUSTEES – No Report
- 6C. VILLAGE CLERK – No Report
- 6D. VILLAGE ADMINISTRATOR – No Report
- 6E. VILLAGE ATTORNEY – Attorney Knippen thanked past Mayor Andy Maglio for his years of service and leadership to the Village of Roselle. Agenda item 7C needs to have a provision added. The corrected wording was provided to the Clerk.
- 6F. CHAMBER of COMMERCE LIAISON – May 26th at 5:30 is Business After Hours, held at Crown Coverings.
- 6G. TREASURER’S REPORT – No Report.

7. **CONSENT AGENDA**

- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF APRIL 12, 2021.
- B. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF APRIL 26, 2021.
- C. ADOPT RESOLUTION 2021-2397 AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2021 SIDEWALK REPLACEMENT AND UTILITY DIG UP PROGRAM BETWEEN THE VILLAGE OF ROSELLE AND *SCHROEDER AND SCHROEDER, INC.* IN THE AMOUNT OF \$68,708.50.

- D. APPROVE THE 16TH PARTIAL PAYMENT FOR THE DEVLIN INFLUENT PUMP & SCREENING IMPROVEMENTS PROJECT TO *WILLIAMS BROTHERS CONTRACTING, INC.* IN THE AMOUNT OF \$151,053.42.
- E. ADOPT RESOLUTION 2021-2398 AUTHORIZING THE MAYOR TO SIGN AND THE VILLAGE CLERK TO ATTEST TO A CONTRACT FOR CONSTRUCTION SERVICES BETWEEN THE VILLAGE OF ROSELLE AND *EUGENE MATTHEWS, INC.* FOR MASONRY COPING REPAIRS AT THE FIRE STATION.

Motion by Trustee Trejo, second by Trustee Domke, to Approve the Consent Agenda.

ROLL CALL:

AYES: Trejo, Domke, Della Penna, Piorkowski, Berkshire, Lenisa

NAYS: None

ABSENT: None

MOTION CARRIED.

8. **REGULAR AGENDA**

9. COMMUNITY DEVELOPMENT – Trustee Bruce Berkshire

- 9A. PASS ORDINANCE 2021-4154 GRANTING A SPECIAL USE PERMIT FOR A BREWERY WITH TAP ROOM IN THE B-3 TOWN CENTER DISTRICT FOR *RELATIVE BREWING COMPANY* AT 10 SPRING STREET.

Motion by Trustee Berkshire, second by Trustee Domke, to Approve Item 9A.

ROLL CALL:

AYES: Berkshire, Domke, Trejo, Della Penna, Lenisa, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED.

- 9B. ADOPT RESOLUTION 2021-2399 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT AMENDMENT TO THE CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF ROSELLE AND *HR GREEN, INC.*

Motion by Trustee Berkshire, second by Trustee Trejo, to Approve Item 9B.

ROLL CALL:

AYES: Berkshire, Trejo, Della Penna, Lenisa, Piorkowski, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

10. ADMINISTRATION – Trustee Tom Piorkowski

10A. PROVIDE DIRECTION TO STAFF REGARDING THE REQUEST FROM ROSELLE SCHOOL DISTRICT 12 TO USE THE VILLAGE'S COUNCIL CHAMBERS FOR SCHOOL DISTRICT BOARD MEETINGS.

Roselle School District 12 staff approached the Village about using the Village's Council Chambers for School District Board meetings. The School District's meeting room lacks the desired size and orientation and audio and visual equipment to provide a meeting experience that meets the needs of the School Board and Public. With the concurrence of the Mayor, the School District was

given permission to use the Council Chambers on April 29 for its swearing in ceremony as a trial. The feedback was very positive and the School would like to enter into an intergovernmental agreement for use of the Council Chambers for School Board meetings.

School Board meetings are held on the 3rd Tuesday of the month which does not conflict with any standing Village meetings. Village staff also discussed with School staff the expectation for a use fee to offset Village expenses, which they agreed to. If the Village Board is amenable to the School District using the Council Chambers, Village staff is recommending the following provisions be included in a draft intergovernmental agreement that would be presented to the School District:

- The School can use the Council Chambers on the 3rd Tuesday of the month for its School Board meetings. Additional meeting requests will be subject to room availability.
- The School will pay the Village \$100 per meeting to offset the cost of maintaining and operating the Council Chambers, adjoining Conference Room used for closed session, and audio/visual equipment.
- The Village will provide ordinary set-up of the Council Chambers, train School staff on the use of audio/visual equipment, and appropriate security/closing procedures. No Village staff will be present during the meetings.
- The School District will appropriately clean up and return the room to the condition it was found.
- The Village may assess a fee for any special cleaning or repairs made necessary as a result of the School District's use of the rooms.
- The School District will be permitted to post its meetings notices at Village Hall to comply with the Open Meetings Act.
- Either party can terminate the agreement with 30 days' notice.

Trustee Berkshire asked for confirmation that any additional cleaning requirements would be charged to the school. *Yes that is part of the agreement.*

Trustee Trejo and Domke had some security concerns. *If the school feels they need security at the meetings, they will pay for it.*

11. FIRE – Trustee Lee Trejo
No Report

12. POLICE – Trustee Tom Della Penna
No Report

13. PUBLIC WORKS –Trustee Wayne Domke

13A. ADOPT RESOLUTION 2021-2400 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR THE 2021-2026 BIOSOLIDS MANAGAEMENT PROGRAM BETWEEN THE VILLAGE OF ROSELLE AND SYNAGRO.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 13A.

ROLL CALL:

AYES: Domke, Trejo, Piorkowski, Della Penna, Lenisa, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

13B. ADOPT RESOLUTION 2021-2401 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR ENGINEERING PLAN REVIEW SERVICES FOR THE CHERRY STREET LIFT STATION FORCEMAIN REPLACMENT BETWEEN THE VILLAGE OF ROSELLE AND *TROTTER AND ASSOCIATES* IN THE AMOUNT OF \$13,600.00.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 13B.

ROLL CALL:

AYES: Domke, Trejo, Della Penna, Lenisa, Berkshire, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED.

13C. ADOPT RESOLUTION 2021-2402 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR SMALL CELL COORDINATOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE VILLAGE OF ROSELLE AND *CIVILTECH ENGINEERING, INC.* IN THE AMOUNT OF \$27,141.50.

Motion by Trustee Domke, second by Trustee Piorkowski, to Approve Item 13C.

ROLL CALL:

AYES: Domke, Piorkowski, Trejo, Lenisa, Berkshire, Della Penna

NAYS: None

ABSENT: None

MOTION CARRIED.

14. FINANCE – Trustee Cheryl Lenisa

14A. **Motion** by Trustee Lenisa, second by Trustee Trejo, to Approve the Accounts Payable List for May 10, 2021 in the amount of \$971,565.16

in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

AYES: Lenisa, Trejo, Berkshire, Domke, Della Penna, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED.

15. OTHER – Trustee Piorkowski announced that “Flags 4 Roselle” needs some volunteers to assist with flag installation on Memorial Day.
16. EXECUTIVE SESSION – None
17. ADJOURN VILLAGE BOARD MEETING
Motion by Trustee Trejo, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:12 p.m.
ROLL CALL:
AYES: Trejo, Domke, Piorkowski, Della Penna, Berkshire, Lenisa
NAYS: None
ABSENT: None
MOTION CARRIED.

Submitted on this 24th day of May 2021.

Patty Burns, Village Clerk