

THE MINUTES OF THE MEETING  
OF THE BOARD OF TRUSTEES  
VILLAGE OF ROSELLE  
FEBRUARY 14, 2022  
Meeting Held at Roselle Village Hall  
Council Chambers  
31 S. Prospect  
Roselle, IL. 60172  
Streamed live on You Tube

1. CALL TO ORDER  
The meeting of the Board of Trustees of the Village of Roselle was called to order at 7:00 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 Della Penna, Domke, Lenisa, and Piorkowski.  
ABSENT: Trustees Berkshire and Trejo.  
  
OTHERS PRESENT: Village Administrator Jason Bielawski, Assistant Village Administrator Brian Joanis, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner/Zoning Administrator Caron Bricks, Fire Chief Mark Bozik, Deputy Fire Chief Dave Gnad, Police Chief Steve Herron, Deputy Police Chiefs Shawn Kooistra and Robert Barreto, Public Works Director Karen Young, Assistant Public Works Director Kristin Mehl, Community Relations Coordinator Melissa Brito, Economic Development Analyst Matthew Galloway and Village Clerk Patty Burns.
4. PRESENTATION OF PREPARED AGENDA  
**Motion** by Trustee Domke, second by Trustee Della Penna, to Approve the Prepared Agenda as presented.  
Upon voice vote: **MOTION CARRIED.**
5. CITIZEN COMMENTS/QUESTIONS  
Terry Erickson submitted comments to be read. His comments pertained to pedestrian safety in Roselle, areas of Roselle in need of enhanced pedestrian safety and the Village's response to these areas of need. Mr. Erikson also invited residents to sign petitions regarding the need for additional pedestrian safety.
6. OFFICIALS AND STAFF REPORTS  
  
6A. MAYOR  
1. Mayor Pileski read a Proclamation of Congratulations to Nia Kerr for receiving the "Outstanding Educator" award from the State Board of Education. Miss Kerr is a Spanish teacher for Roselle School District 12.

2. Mayor Pileski congratulated Kerrigan Yarbrough as Roselle's new "Rose Ambassador".

- 6B. VILLAGE TRUSTEES – No Report
  - 6C. VILLAGE CLERK – The Roselle Arts & Culture Foundation is holding a Dine To Donate fundraiser at Noodles & Sushi Delight restaurant. Proceeds will be used to help finance the mosaic wall being built as a part of the Roselle Centennial event.
  - 6D. VILLAGE ADMINISTRATOR – An update on the Coalition opposing the Canadian Pacific Merger.
  - 6E. VILLAGE ATTORNEY – Agenda Item 8E requires a simple majority for approval.
  - 6F. TREASURER'S REPORT – No Report
7. UNFINISHED BUSINESS
8. **CONSENT AGENDA**
- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JANUARY 24, 2022.
  - B. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF FEBRUARY 4, 2022.
  - C. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF FEBRUARY 5, 2022.
  - D. PASS ORDINANCE 2022-4200, AMENDING THE "CODE OF ORDINANCES, VILLAGE OF ROSELLE, ILLINOIS, LIMITATION ON NUMBER OF LICENSES COVERING THE SALE OF ALCOHOLIC LIQUORS IN THE VILLAGE OF ROSELLE" BY DECREASING THE NUMBER OF CLASS "J" LICENSES FROM 5 TO 4 (HANNAH'S BISTRO).
  - E. PASS ORDINANCE 2022-4201 TO DECLARE SURPLUS CERTAIN PERSONAL PROPERTY OF THE VILLAGE OF ROSELLE.  
**Motion** by Trustee Della Penna, second by Trustee Domke, to Approve the Consent Agenda.  
ROLL CALL:  
YES: Della Penna, Domke, Lenisa, Piorkowski  
NAYS: None  
ABSENT: Berkshire and Trejo  
**MOTION CARRIED.**

**REGULAR AGENDA**

9. COMMUNITY DEVELOPMENT – Trustee Bruce Berkshire  
No Report
10. ADMINISTRATION – Trustee Thomas Piorkowski  
No Report
11. FIRE – Trustee Lee Trejo  
No Report
12. POLICE – Trustee Tom Della Penna  
No Report
13. PUBLIC WORKS –Trustee Wayne Domke
  - 13A. ADOPT RESOLUTION 2022-2489 AUTHORIZING THE EXECUTION OF A CONTRACT WITH *GARLAND/DBS, INC.* FOR THE ROOF REPLACEMENT AT THE VILLAGE HALL IN THE AMOUNT OF \$223,422.00 THROUGH THE MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT (MICPA).  
**Motion** by Trustee Domke, second by Trustee Lenisa, to Approve Item 13A.  
ROLL CALL:  
AYES: Domke, Lenisa, Piorkowski, Della Penna  
NAYS: None  
ABSENT: Berkshire and Trejo  
**MOTION CARRIED.**
14. FINANCE – Trustee Cheryl Lenisa
  - 14A. ACCOUNTS PAYABLE  
**Motion** by Trustee Lenisa, second by Trustee Domke, to Approve the Accounts Payable List for February 14, 2022 in the amount of \$2,046,338.65 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.  
ROLL CALL:  
AYES: Lenisa, Domke, Della Penna, Piorkowski  
NAYS: None  
ABSENT: Berkshire and Trejo  
**MOTION CARRIED.**
  - 14B. PASS ORDINANCE 2022-4202 AMENDING THE FY 2021 BUDGET FOR THE GENERAL FUND, IRVING PARK RD. BUSINESS DISTRICT FUND, GENERAL CAPITAL PROJECTS FUND, WATER/SEWER EXTENSION FUND, WATER/SEWER OPERATING FUND, PARKING LOT OPERATING FUND AND INFORMATION TECHNOLOGY FUND.

**Motion** by Trustee Lenisa, second by Trustee Domke, to Approve Item 14B.

ROLL CALL:

AYES: Lenisa, Domke, Piorkowski, Della Penna

NAYS: None

ABSENT: Berkshire and Trejo

**MOTION CARRIED.**

15. NEW BUSINESS
16. CITIZENS COMMENTS/QUESTIONS – None
17. ARPA COVID RELIEF GRAND FUNDING PROGRAM

As part of the FY22 Budget, the Board approved \$100,000 of the American Rescue Plan (ARPA) funds to be used to assist local businesses through relief grants. Staff has prepared two categories of grants for the Board to consider: the *COVID-19 Business Reimbursement Grant*, and the *Business Resiliency Grant*. Both proposed grant categories follow similar eligibility and application requirements to the Village's existing TIF grant program including:

- The business must be in operation upon the date of a grant application.
- The business must not have a recent or pending bankruptcy or foreclosure at the time of application.
- A current business license or business registration must be on file upon application.
- The business must have a physical presence within the Village on property zoned for commercial use.
- The business must be in good standing with Village fees and permits at the time of application.
- The business may not be a home-based operation.
- Written agreements and proof of expenses and other documentation are required for all grants and reimbursements.
- Business owner/applicant is required to continue operations for a period of not less than one (1) year from grant reimbursement. If the owner or business fails to meet this standard, a pro-rata reimbursement of grant funds will be required.
- Business owner/applicant shall display a Village-provided placard to identify the public-private funding associated with improvements made to the physical space.
- No grant may be issued to any business/property owner for which all eligible expenditures have been previously reimbursed through federal or state grants, local TIF grants, or forgivable loans.

Based upon Board direction, staff is prepared to initiate a marketing campaign through Village branded materials to be published and directed towards commercial property owners and businesses at large. General marketing of the ARPA grant program will also be conducted through the Village's social media, e-news, and website. The application process will mirror the existing TIF grant program.

Staff directed to proceed as recommended.

18. TIFIQ SOFTWARE PURCHASE

The recent Village Board strategic planning meeting, identified a priority for staff to identify technology solutions to increase operational efficiencies, manage and track process performance, and increase the customer experience. In this effort, staff identified TIFIQ, a TIF reporting, application and tracking software by CivicServ as a potential solution to the Village's technology needs. The compliance reporting and tracking feature of this software will be particularly useful to staff due to the recent signing of Public Act 102-0127, which requires all TIF projects to annually report the promised or estimated number of jobs, rate of return, and all increment promised and actualized. TIFIQ would make it easier for staff to complete the required annual reporting forms by tracking the required data for each TIF project. TIFIQ is eligible under the TIF Act to be purchased using TIF funds.

In addition, TIFIQ streamlines the management of TIF grants and programs by capturing project data, automating compliance reporting, and applying intelligence to assist staff in evaluating proposed projects. Along with specific TIF uses, TIFIQ provides a suite of included features that can be utilized throughout the Village for the standardization of applications and forms, compliance reporting, and process optimization.

Staff directed to proceed as recommended.

19. OTHER BUSINESS - None

20. EXECUTIVE SESSION

**Motion** by Trustee Della Penna, second by Trustee Lenisa, to go into an Executive Session at 7:40 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss **1 Appointment and Performance of Legal Counsel, 21 Executive Session Minutes, 5 Real Property**, 12 Risk Management, 11 Litigation, and 3 Collective Bargaining and Personnel.

ROLL CALL:

AYES: Della Penna, Lenisa, Piorkowski, Domke

NAYS: None

ABSENT: Berkshire and Trejo

**MOTION CARRIED.**

ADJOURN EXECUTIVE SESSION

**Motion** by Trustee Domke, second by Trustee Della Penna, to Adjourn the Executive Session at 8:30 p.m.

Upon Voice Vote: **MOTION CARRIED.**

21. ADJOURN VILLAGE BOARD MEETING  
**Motion** by Trustee Della Penna, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:42 p.m.  
Upon voice vote: **MOTION CARRIED.**

Submitted on this 28th day of February, 2022.

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Patty Burns, Village Clerk

DRAFT