

VILLAGE OF PARK FOREST

RULES MEETING OF THE BOARD OF TRUSTEES

VILLAGE of PARK FOREST

Monday, January 4, 2016

Village Hall 7:00 p.m.

MINUTES

IN ATTENDANCE: Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown, Trustee Tiffani Graham, Trustee Robert McCray (7:01p.m.), Trustee Georgia O'Neill, and Trustee Theresa Settles

STAFF IN ATTENDANCE: Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegler, Village Attorney Felicia Frazier, Village Manager/Finance Director Mary Dankowski, Director of Recreation and Parks Rob Gunther, Director of Public Relations Jason Miller, Director of Community Development Larrie Kerestes, Director of Economic Development and Planning Hildy Kingma, Director of Public Health Jenise Ervin, Director of Public Works Roderick Ysaguirre, IT Manager Craig Kaufman, and Assistant Director of Public Works Nicholas Christie

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Gary Kopycinski, eNews; Brian Ross, Birch Street Townhomes Manager; Ray Koening, Baxter and Woodman

Roll Call

Meeting was called to order at 7:00 p.m. by Mayor Ostenburg. Roll was called by Clerk McGann. (McCray 7:01p.m.)

1. Approval of an Engineering Services Agreement for Construction Engineering Services for the 2015 Water Main Replacement Project

Manager Mick noted this item is out of Public Works; the Water Main Replacement Project has been in planning for some time. Director Ysaguirre explained the scope of work for the engineering services. Mayor Ostenburg asked if there any questions. Hearing none, he noted that this item will be on the agenda for action at the next regular meeting

2. Enabling Resolution to Enter into a Marketing Agreement with the Utility Service Partners Service Line Warranty Program

Manager Mick said this item is out of Public Works and gave an overview of the warranty program. He added that it was a good plan and rate for both single and multi-family homes. The warranty program was presented by South Suburban Mayors and Managers Association. Assistant Director Christie explained the plan for sewer service and water service coverage if repairs are required. He also explained the financial responsibility of the homeowner/homeowners, Co-ops, and the Village. He showed a sample of the marketing letter the homeowners would receive explaining the agreement. Mayor Ostenburg added that National League of Cities is

encouraging communities to take part in this kind of program. Trustee McCray asked if there were tree roots in the sewer from the house to the sewer, would it be covered under this plan. Assistant Director Christie said that tree roots are a big issues with homeowners and that scenario would be covered. Trustee Brown asked questions about terms of the policy. Assistant Director Christie noted that the resolution is for the agreement with the Village only; the homeowner has payment and coverage options available to them. He also noted that the contractor would have to be licensed with the Village and would have to meet insurance and bond requirements. Mayor Ostenburg asked if there any other questions. Hearing none, he noted that this item will be on the agenda for action at the next regular meeting

3. Approval to Execute a Local Agency Agreement for Federal Participation and Approval of a Funding Resolution for Construction Costs of Bikeway Sharrows and Signage along Various Routes

Manager Mick had Public Works Director Ysaguirre explain the IDoT grant and the Village's 80/20 fund match. He added that 80% of the bike plan will be completed with this project. Mayor Ostenburg asked if there any other questions. Hearing none, he noted that this item will be on the agenda for action at the next regular meeting

4. An Ordinance Granting a Variation for Chapter 118 ("Zoning"), Article VII ("Signs"), Section 305(a) (1) ("Residential Development Identification Signs")

As Mayor Ostenburg is a member of Birch Street Townhomes, he relinquished his authority to Mayor Pro Tem Brandon for item #4.

Manager Mick deferred to Director Kingma who explained the signage change requested by Birch Street Townhomes. She explained that the new signs do not conform to current Village square foot limits but the ordinances are currently being rewritten. On December 8, 2015, the Zoning Board of Appeals had a public hearing and voted to recommend the request for variance. Trustee Brown felt that it would an asset to the property. Mayor Pro Tem Brandon asked if there any other questions. Hearing none, she noted that this item will be on the agenda for action at the next regular meeting

5. An Ordinance Amending Chapter 22, Section 473 of the Park Forest Code of Ordinances Relating to Crime Free Housing

Manager Mick explained the initiation and success of the Crime Free Housing Ordinance since 2008. He also explained the housing voucher system and how HUD disperses funds to the Village. The new ordinance would increase the rental license fee per unit which would help to offset the Village's costs. Mayor Ostenburg explained that the Housing Authority was established so the Village could be assured that the housing stock would be up to code and keep both the owner and renter accountable. Trustee Settles asked for clarification about the fee structure. Manager Mick noted that the fee is per unit and is explained on page two of the agenda briefing memo. Mayor Ostenburg asked if there any other questions. Hearing none, he noted that this item will be on the agenda for action at the next regular meeting

Mayor's Comments

Mayor Ostenburg offered his condolences to Congressman Al Riley and South Holland's Mayor Don McGrath on the passing of their mothers. He also reported on a number of meeting he would be attending representing Park Forest.

Manager's Comments

Manager Mick reported on a number of Village events taking place in January. He noted that the 2016 Board meeting schedules will be posted on the website. Village Hall will be closed on January 18 in celebration of Dr. Martin Luther King, Jr. holiday. The Regular Board meeting will take place on Tuesday, January 19.

Trustee's Comments

Trustees Settles, Brandon, and Brown offered their condolences to Representative Al Riley on the passing of his mother. Trustee Brandon also noted that the Plan Commission will meet on January 12 and will continue to update the Village ordinances. The Youth Commission will meet January 13. Trustee Graham reported that the League of Women Voters will have their annual fundraiser in January.

Attorney's Comments

None

Clerk Comments

None

Audience to Visitors

None

Adjournment

This concluded the Rules Board meeting.

There being no further business. Mayor Ostenburg called for a motion to adjourn. Motion was made by Trustee Brandon, seconded by Trustee McCray and passed unanimously.

Mayor Ostenburg adjourned the rules meeting at 8:17 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk