

**VILLAGE OF PARK FOREST**

**SPECIAL REGULAR MEETING OF THE BOARD OF TRUSTEES  
350 VICTORY DRIVE  
PARK FOREST, ILLINOIS**

**Village Hall - Board Room**

**7:00 p.m.**

**March 2, 2020**

**IN ATTENDANCE:** Mayor Jonathan Vanderbilt, Trustees Theresa Settles, Tiffani Graham, Joseph Woods, Candyce Herron, Maya Hardy and Glenna Hennessy

**ABSENT:** none

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Deputy Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Leslie Kennedy, Assistant Finance Director Sharon Floyd, Director of Personnel Denyse Carreras, Director of Economic Development Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

**RECORDER:** Village Clerk Sheila McGann

**OTHERS IN ATTENDANCE:** Haley Crim, AmeriCorps; approximately eight residents; and Gary Kopycinski, e-News

**Roll Call**

Meeting was called to order at 7:00 p.m. by Mayor Vanderbilt. Roll was called by Clerk McGann.

**Pledge of Allegiance**

Mayor Vanderbilt led the Board and the audience in the Pledge of Allegiance.

**Reports of Village Officers**

**Mayor**

Mayor Vanderbilt reported on various meetings and presentations he had attended or was a participant. He commended the Commission of Human Relations' event "Are we Equal?" He participated in a conference call with South Suburban Mayors about preparation and planning regarding the Corona Virus. He also congratulated Deputy Police Chief Winfrey and all others involved in the Special Olympics fundraiser.

**Village Attorney**

No report

**Village Manager**

Manager Mick announced a number of events taking place in and around Park Forest in March and April. He offered his condolences to the Schaeffer Family on the loss of a family member.

## **Village Clerk**

Clerk McGann gave information regarding early voting times and locations for the March 2020 Presidential Primary Election.

## **Reports of Commission Liaisons and Committee Chairpersons**

All the Trustees enjoyed the thought provoking performance “Are We Equal?” at Freedom Hall and the work done by the Commission on Human Relations for all the Black History Month events. They, too, offered their condolences to the Schaeffer Family.

Trustee Settles reported that the Veterans Commission will meet Saturday, March 7. Trustee Hardy announced that the Commission on Human Relations will meet Tuesday, March 10. Displays of Women of Influence will be on display in Village Hall Lobby during March as March is Women’s History Month. Trustee Graham congratulation Haley Crim, AmeriCorps, and the volunteers that have worked in Park Forest. The Environment Commission will meet Thursday, March 5 to continue their work on Earth Week, April 18-26. The Youth Commission will meet Wednesday, March 11. Trustee Hennessy enjoyed the Black History Presentation of the Underground Railroad at the Park Forest Library. She encouraged residents to attend the Saturday Rules Meeting on the first Saturday of each month.

## **Citizens Comments, Observations, Petitions**

None

## **Motion: Approval of Consent**

Mayor Vanderbilt called for a motion to approve the consent agenda. The consent agenda included the following items:

### **CONSENT:**

**MOVED that the Consent Agenda and each item contained therein be hereby approved:**

**1. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Authorizing the Village of Park Forest to submit an Application for Community Development Block Grant funds to the County of Cook, Illinois.**

**2. MOVED, that the Mayor and Board of Trustees Adopt a Resolution for Local match Funding and Project Commitment for 2020 Invest in Cook Call for Projects.**

**3. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Declaring the Village of Park Forest and Immigrant-Friendly Community.**

**MOVED, that the Mayor and Board of Trustees appoint Shanikka Clayton, 170 Park Street, to the Youth Commission for a term to expire on December 31, 2020.**

**MOVED, that the Mayor and Board of Trustees appoint Robyn Porter, 134 Elm Street, to the Youth Commission for a term to expire on December 31, 2020.**

Approval of the consent agenda was moved by Trustee Woods and seconded by Trustee Hardy. Mayor Vanderbilt asked if anyone wished any items be removed from the consent agenda for further discussion. Hearing none, a roll call vote was called by Mayor Vanderbilt on the motion to approve the consent agenda. The consent agenda was approved with the following results:

Ayes: 7  
Nays: 0  
Absent: 0

The consent agenda was adopted with seven (7) ayes, no (0) nays and no (0) absent

**DEBATABLE:**

**4. Ordinance: An Ordinance Approving a Special Use Permit in the M, Manufacturing zoning district to permit an Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Infuser, and Adult-Use Cannabis Transporter at 80 North Street (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Woods and seconded by Trustee Settles. The ordinance was moved and seconded to adopt this ordinance at final reading. Mayor Vanderbilt asked if there were any questions or comments. None being heard, he called for a roll call vote by Clerk McGann. The ordinance was approved following a roll call vote with the following results:

Ayes: 7  
Nays: 0  
Absent: 0

The ordinance was adopted with seven (7) ayes, no (0) nays, and no (0) absent.

**5. Ordinance: An Ordinance Approving a Special Use Permit in the C-3, Commercial Corridor zoning district to permit an Adult-Use Cannabis Dispensary and an Adult-Use Cannabis Craft Grower at 373 Sauk Trail (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Graham and seconded by Trustee Woods. The ordinance was moved and seconded to adopt this ordinance at final reading. Mayor Vanderbilt asked if there were any questions or comments. None being heard, he called for a roll call vote by Clerk McGann. The ordinance was approved following a roll call vote with the following results:

Ayes: 7  
Nays: 0  
Absent: 0

The ordinance was adopted with seven (7) ayes, no (0) nays, and no (0) absent.

**6. Ordinance: An Ordinance Amending the Village Code of Ordinances of the Village of Park Forest Governing the Board of Fire and Police Commissioners (First Reading)**

This item has had first reading and on the agenda for action at a subsequent regular meeting.

**Adjournment**

This concluded the special regular Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Settles, seconded by Trustee Hardy and passed unanimously.

Mayor Vanderbilt adjourned the regular meeting at 7:28 p.m.

Respectfully submitted,  
Sheila McGann  
Village Clerk

**VILLAGE OF PARK FOREST**

**RULES MEETING OF THE BOARD OF TRUSTEES  
VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS  
COOK AND WILL COUNTIES**

**Village Hall- Boardroom**

**7:00 p.m.**

**March 2, 2020**

**M I N U T E S**

**IN ATTENDANCE:** Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Candyce Herron, Trustee Joseph Woods, Trustee Maya Hardy, Trustee Glenna Hennessy

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Deputy Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Leslie Kennedy, Assistant Finance Director Sharon Floyd, Director of Personnel Denyse Carreras, Director of Economic Development and Planning Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

**RECORDER:** Village Clerk Sheila McGann

**OTHERS IN ATTENDANCE:** Theresa Goodrich; Glennis Green; and approximately six other residents; and Gary Kopycinski, eNews Park Forest

**Roll Call**

The meeting was called to order at 7:28 p.m. by Mayor Vanderbilt. Roll was called by Clerk McGann.

**1. IT Services Request for Proposal (RFP) Results and Recommendation**

Manager Mick said this item is out of the Finance Department and IT. After the ransomware attack last year, Village Staff recognized the need to take a different approach to information technology. After research and bids were received, it was recommended that the contract be awarded to Client First based on their areas of expertise and their cost. Mayor Vanderbilt asked if there were any questions or comments from the Board. When Trustee Hennessy asked about the need for a higher level of consultant, IT Coordinator Kaufman said that that there will be a day to day technicians, but periodically throughout the year, a higher level of technician/management may be required and available through Client First pending the project being worked on by the Village. There were no other questions from the Board.

**2. An Ordinance Amending the Village Code of Ordinances of the Village of Park Forest Governing the Board of Fire and Police Commissioners**

Manager Mick said this item is from the Manager's Office. He noted that there is a caveat in state law stating a requirement that Fire and Police Commission appointees must sign an affidavit noting his/her political party affiliation. The Village has never adhered to this due to its

non-partisan history. Because Park Forest has a Home Rule Policy, the Village is allowed to amend its practices to differ from the state law requirement. The Board has a draft before it to consider. Attorney Kennedy said the ordinance was drafted by Attorney Secler and had nothing else to add. Mayor Vanderbilt asked the Board if there were any questions or comments. Trustee Settles stated that the Village of Park Forest needs to continue to be non-partisan. Mayor Vanderbilt added that this policy prevents a slate of candidates to run in an election; Park Forest does not require an affidavit. Hearing no other questions or comments, this item will be on the March 16 agenda.

### **3. Contract Renewal of Village Wide Sidewalk and Curb Restoration Program**

Manager Mick said this item comes out of the Public Works Department. As this contract was bid and approved in the past by the Board, there is an extension clause of one year which Staff recommends. Director Ysaguirre explained the past contract of sidewalk and curb restoration with Olthoff Inc., Chicago Heights, noting that the work is usually done three times a year. Mayor Vanderbilt asked the Board if there were any questions or comments. There were no other questions from the Board.

### **4. Contract Renewal of the Asphalt Patching Program**

Manager Mick said this item is also from the Public Works Department. It is similar to the above item expect this contract renewal is for asphalt patching. Staff recommends the one year contract renewal with Olthoff Inc., Chicago Heights. Mayor Vanderbilt asked the Board if there were any questions or comments. There were no other questions from the Board.

### **5. Renewal of Contract for Removal of Lime Residuals**

Manager Mick said this item is from the Public Works Department. Director Ysaguirre said this item is the last year renewal clause of a contract for removal of lime residuals with Gregg Hamann Trucking Company, Grant Park, IL. He explained the need and process of the lime residual removal from the Water Plant. Mayor Vanderbilt appreciates the fact that the lime gets recycled to farms. Mayor Vanderbilt asked the Board if there were any questions or comments. There were no other questions from the Board.

### **6. Motor Fuel Tax Maintenance Resolution and Municipal Maintenance cost Estimate for Fiscal Year 2021**

Manager Mick said this item is from the Public Works Department noting that the State of Illinois requires an estimate of how MFT funds will be spent in the municipality that receives them. Director Ysaguirre explained that maintenance items are usually the same each year. The Public Works budget includes salt, street light maintenance, traffic signs and patching maintenance, contractual maintenance, street sweeping, and some engineering services. Mayor Vanderbilt asked the Board if there were any questions or comments. There were no other questions from the Board.

### **Mayor's Comments**

Mayor Vanderbilt dispensed with the comments as they were made during the earlier special rules meeting this evening.

### **Manager's Comments**

**Trustee's Comments**

**Attorney's Comments**

**Clerk Comments**

**Audience to Visitors**

Theresa Goodrich, Cunningham Lane, complimented the Board for continuing the non-partisan history of Park Forest with the ordinance discussed this evening. She felt it was the brave thing to do.

Glennis Green, Arrowhead Street, wanted to know the process and distribution of the lime when it is removed from the Water Treatment Plant and lagoon. Mayor Vanderbilt said that Director Ysaguirre could give her information after the meeting.

**Adjournment**

This concluded the Rules Meeting.

Mayor Vanderbilt called for a motion to adjourn into executive session in accordance with the Open Meetings Act (5 ILCS 7, section 120, sub section 2c) for the purpose to consider the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. Trustee Settles motioned to adjourn to executive session, Trustee Graham seconded. A roll call vote was taken on the motion with the following results:

Ayes: 7  
Nay: 0  
Absent: 0

With seven (7) ayes and no (0) nays and no (0) absent, the meeting was adjourned to executive session.

No action is expected after tonight's executive meeting. Mayor Vanderbilt adjourned the Rules Meeting at 7:50 p.m.

Respectfully submitted,  
Sheila McGann  
Village Clerk

**Executive Session**