

**VILLAGE OF PARK FOREST**

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
HELD REMOTELY  
PUBLIC NOTICE POSTED AT THE VILLAGE HALL  
350 VICTORY DRIVE  
PARK FOREST, ILLINOIS**

**CONFERENCE CALL**

**6:00 p.m.**

**April 27, 2020**

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

**ABSENT:** none

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Personnel Denyse Carreras, Director of Economic Development Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Relations Jason Miller, Assistant Director of Public Works Nick Christie, and IT Coordinator Craig Kaufman

**RECORDER:** Village Clerk Sheila McGann

**OTHERS IN ATTENDANCE:** none

**Roll Call**

The meeting was called to order at 6:00 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

**Reports of Village Officers**

**Mayor**

Mayor Vanderbilt asked for a moment of silence for the victims lost to the Covid 19 Pandemic. He reminded the Board to file their Statement of Economic Interests before the deadline with Cook County. He thanked the staff for procuring the face protection for the public. He thanked Bloom Township Supervisor TJ Somer for the Thursday milk giveaway to families in need every Thursday at Bloom Township Pantry. St. Irenaeus Food Pantry helped feed 195 families on one day. He thanked all those who have completed their census. The parade honoring local students had over one hundred cars in the parade. Crete-Monee 201U is planning something for the Will County students as well.

**Village Attorney**

There was no formal report but Attorney Secler was available to answer any questions.

### **Village Manager**

Manager Mick offered condolences to the family and friends of Jack Bailey. He served with Park Forest Police Department for 25 years and on the Police pension Board over 37 years. He served the Village well and his passing is a loss to the community. The Village will operate in a reduced capacity until May 31 as per the Governor's stay at home order. Operations are underway by voice mail, email, drop box, and regular mail. More details are available on the Village's website. The Village sticker deadline is currently June 1. Yard waste stickers are available at the Park Forest Currency Exchange and at the Co-op Offices for co-op members. All residents are encouraged to abide by the Governor's directives including social distancing and wearing of face masks. Currently, 58.4% of the Village is currently counted in the 2020 Census which is on par with the State reporting.

### **Village Clerk**

No report

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

All of the Trustees offered their condolences to the family, friends, and Park Forest Police Department on the passing of Jack Bailey. Each Trustee encouraged residents to stay home and stay safe during this Corona Virus Pandemic.

Trustee Woods had no commission reports. He reported that any small businesses in the south suburbs looking for assistance resources should contact the Southland Development Authority. He added that the Chicago Community Loan Fund is also offering assistance @CCLFCHICAGO.ORG. He also encouraged all residents to fill in the Census form which takes ten minutes to complete.

Trustee Settles had no commission reports.

Trustee Herron encourages residents to stay home, wash their hands, and wear masks when outside.

Trustee Graham noted that Environment Commission will have their Thursday, May 7 meeting via Zoom.

Trustee Hennessy said the parade honoring the Franciscan Health Care Workers in Olympia Fields was heartwarming. She congratulated all the graduates from 8<sup>th</sup> grade and Rich East High School. She noted she had reservations regarding item #3 on the consent agenda regarding the 2020/2021 Fiscal Year Budget but vote in favor of the consent agenda. During the budget meetings in May, she will look for ways to cut and will not expect to ask residents to pay more in taxes.

Trustee Hardy had no commission reports. She thanked Manager Mick and staff for keeping the website data up to date.

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

As per the agenda posting, public comments were to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

**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. A Motion to the minutes of the April 6, 2020 Special Regular Meeting**
- 2. A Resolution Approving Renewal and Continuation of a Local Disaster and State of Emergency Within the Village of Park Forest in Response to the COVID-19 Pandemic**
- 3. A Resolution Adopting Fiscal Policies for the 2020/2021 Fiscal Year Budget**
- 4. Renewal of Landscape Maintenance Contracts**
- 5. An Intergovernmental Agreement Between the Village of Flossmoor and the Villages of Glenwood, Hazel Crest, Homewood, Matteson, Park Forest, Riverdale, South Holland and Thornton for the Provision of Fire Station Alerting Equipment and Associated Software Under a Grant from the US Department of Homeland Security Through the Federal Emergency Management Agency**
- 6. A Resolution Converting the Intersection of Lakewood & Forest Boulevards to a Stop Control Intersection**

Approval of the consent agenda was moved by Trustee Settles and seconded by Trustee Graham. Mayor Vanderbilt asked if anyone wished any item 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:**

- 7. An Ordinance Approving a Special Use Permit in the M, Manufacturing zoning district to permit an Adult-Use Cannabis Transport Business at 80-90 North Street (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Settles 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.

**8. An Ordinance Approving a Zoning Map Amendment of property in the C-3, Corridor Commercial zoning district to the M, Manufacturing zoning district, at 2540 Western Avenue (northwest corner of Western Avenue and Norwood Drive) (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Hardy and seconded by Trustee Graham. 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

**9. An Ordinance approving a Special Use Permit in the M, Manufacturing zoning district to permit an Adult-Use Cannabis Craft Grower on a portion of the property at 2540 Western Avenue (northwest corner of Western Avenue and Norwood Drive) (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Woods and seconded by Trustee Hardy. 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

**10. An Ordinance Establishing a Procedure for the Reporting and Independent Review of Allegations of Sexual Harassment Against an Elected Official by an Elected Official (Final Reading)**

Move for adoption of the ordinance was motioned by Trustee Herron and seconded by Trustee Graham. 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.

### **Adjournment**

Mayor Vanderbilt reminded residents to contact an elected official, a staff member, or Village Hall if anyone is need of face masks.

This concluded the 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 Woods and passed unanimously by voice vote: all ayes, no noes.

Mayor Vanderbilt adjourned the regular meeting at 6:29 p.m.

Respectfully submitted,  
Sheila McGann  
Village Clerk

**NOTE – DUE TO COVID-19,  
THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL  
\*Public comment can be sent prior to the phone conference Board Meeting via email to  
[tmick@vopf.com](mailto:tmick@vopf.com)  
by 3pm the day of the meeting and public comments will be read  
during the public meeting**

**\*\*A record of all action (if any) taken during the Board Meeting will be made available  
upon request.**