

**SPECIAL 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.

April 17, 2023

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Candyse Herron, Trustee Maya Hardy, and Trustee Erin Slone

ABSENT: Mayor Jonathan Vanderbilt

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Priscilla Centeno, Director of Finance Mark Pries, Director of Parks, Recreation, and Community Health Kevin Adams, Director of Community Relations Larrie Kerestes, Assistant to Village Manager Jason Miller, Director of Public Works Roderick Ysaguirre, and Mark Geising, IT Coordinator

OTHERS IN ATTENDANCE: a number of residents

Trustee Settles called the meeting to order at 7:00 pm. Due the absence of Mayor Vanderbilt, Senior Trustee Settles was appointed President Pro Tem.

1. Contract with DACRA for Municipal Enforcement Software

Manager Mick said this items comes out of the Police Department. Chief Winfrey explained the current software used by the Police Department will be discontinued in 2023 and replaced with new software which will combine a number of previous used programs/software. There will also be an annual savings. President Pro Tem Settles asked the Board if there were any questions or comments, Trustee Slone asked if there was a termination clause for the Village in the contract that would offer some protection if they were dissatisfied. He noted that the company has been researched and met federal and state guidelines for police data. Manager Mick said the Village will do more research before the next meeting. Hearing no other questions or comments, President Pro Tem Settles said this item will be on the agenda for action at the next regular meeting.

2. Landscape Maintenance Contract Renewal

Manager Mick said this item is out of Recreation, Parks, and Community Health Department. Director Adams explained the areas to be mowed and the frequency of mowing throughout the Village. Since the Village has been happy with the work done by Dutch Valley Landscape Contractors of Beecher, staff recommends awarding both contracts to them. President Pro Tem Settles asked if there were any comments or questions from the Board. Hearing none, this item will be on the agenda for action at the next regular meeting.

3. Water Plant Chemicals Purchase Order Extension

Manager Mick said this item is out of the Public Works Department relating to the extensive water main break in late 2022 and early 2023. Director Ysaguirre explained that the Village's soda ash and lime supply has run out and there is a need to order more before the end of the

fiscal year. As this has not happened since he has worked in Park Forest, he attributes to the extra chemicals that were due to the water main break. President Pro Tem Settles asked if there were any comments or questions from the Board. Trustee Slone asked how the extra cost effects the Village. Director Pries and Director Ysaguirre agreed that there were funds in the reserve to use for the purchase and that adjustment will be made. Hearing no other questions, this item will be on the agenda for action at the next regular meeting.

4. IDOT Rebuild Illinois - MFT Resolution Correction related to the Engineering Services associated with past improvements to Shabbona Drive and South Orchard Drive

Manager Mick said this item is out of Public Works Department, a housekeeping issue. Director Ysaguirre explained that IDOT requires certain numbers on projects where MFT funds are spent. As Public Works was closing out the files on two projects, it was noticed that there was an error with one project number. IDOT is requesting a correction with the proper numbers associated with each section of work completed. It is for accounting purposes and not additional funds are requested. President Pro Tem Settles asked if there were any comments or questions from the Board. Hearing none, this item will be on the agenda for action at the next regular meeting.

5. A Resolution Adopting Fiscal Policies for the FY 2023/2024 Budget

Manager Mick said this item is out of the Finance Department. The Budget is based on three items: fiscal policies, strategic planning goals, and the tax levy for the previous year. Director Pries explained that, traditionally, the Board adopts the fiscal policies by way of a resolution. Many of the basic policies carry over from year-to-year and shape the development of the budget. He explained how the CARES Act funds and ARPA funds fit into the budget. President Pro Tem Settles said this item will be on the agenda for action at a subsequent regular meeting.

6. A Budget Amendment Ordinance for FY 2022/2023

Manager Mick said this item comes out of the Finance Department. Director Pries noted that budgets are never perfect. Adjustments and amendments are made. With his overview of the budget, he detailed the unassigned and assigned parts of the budget by department noting that unused funds from one year should be carried over for the same items the following year. President Pro Tem Settles asked the Board if there were any questions or comments. Trustee Slone asked about the library's budget. Director Pries said the library is separate from this budget as they have their own board, funds, and a separate tax levy. Director Pries added that the budget details by department will be explained in the budget review meetings in May. Hearing no other questions or comments, this item will be up first reading at tonight's regular meeting.

Mayor's Comments

President Pro Tem Settles dispensed with the comments section of the agenda until the regular meeting.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Adjournment

This concluded the Special Rules Meeting of the Board of Trustees Meeting.

There being no further business. President Pro Tem Settles called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee Graham and passed unanimously by voice vote.

The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 6

Nays: 0

Absent: 1

President Pro Tem Settles adjourned the Special Rules Meeting at 7:43 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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

Village Hall

Board Room 7:00 p.m.

April 17, 2023

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Candyce Herron, Trustee Maya Hardy, and Trustee Erin Slone

ABSENT: Mayor Jonathan Vanderbilt

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Priscilla Centeno, Director of Finance Mark Pries, Director of Parks, Recreation, and Community Health Kevin Adams, Director of Community Relations Larrie Kerestes, Assistant to Village Manager Jason Miller, Director of Public Works Roderick Ysaguirre, and Mark Geising, IT Coordinator

OTHERS IN ATTENDANCE: a number of residents

Roll Call

Trustee Settles called the meeting to order at 7:44 pm. Due the absence of Mayor Vanderbilt, Senior Trustee Settles was appointed President Pro Tem.

Pledge of Allegiance

President Pro Tem Settles led the Board and the audience in the Pledge of Allegiance.

Reports of Village Officers

Mayor

Absent

Village Attorney

No report

Village Manager

President Pro Tem Settles and Manager Mick presented a plaque to Trustee Herron for her years of service to Park Forest as this was her last board meeting. Trustee Herron thanked all those who have helped her through her years as trustee. Each of the Trustees offered their thanks and words of encouragement to Trustee Herron with the next phase of her life.

Manager Mick congratulated all the new inductees to the Park Forest Hall of Fame. Village vehicle stickers must be displayed by April 30th. He encouraged all residents to check on the Village's website for the full slate of events celebrating April as Earth Month.

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

Trustee Graham noted that the Commission on Human Relations met Tuesday, April 11. The Youth Commission met Wednesday, April 12. They are working on Youth Day, August 12.

Trustee Woods said there is an opening on the Economic Development Advisory Group and encouraged residents to join.

Trustee Herron stated that it was a privilege to have worked with the Board for the citizens during her time which included some crisis situations. She thanked them all.

Trustee Hardy said there is one opening on the Planning and Zoning Commission and asked residents to consider applying.

Trustee Slone noted three openings on the Senior Commission. Applications for all commissions are on the Village website. Earth Month and the Environment Commission continues with events this weekend.

Trustee Settles reported that the Veterans Commission will sponsor an information tea for Women Veterans on Sunday, May 7, "Sisters in Arms."

All of the Trustees thanked Trustee Herron best of luck and thanked her for her time and knowledge she shared on the Board. They all congratulated all new members of the Park Forest Historical Society Hall of Fame members.

Citizens Comments, Observations, Petitions

None

Motion: Approval of Consent

CONSENT:

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

- 1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Regular meeting of February 20, 2023, the Special Rules Meeting of February 20, 2023 and the Rules meeting of March 6, 2023.**
- 2. MOVED, that the Mayor and Board of Trustees approve a Resolution to sell a 2013 Ford Police Interceptor SUV by auction at the America's Auto Auction in Crestwood.**
- 3. MOVED, that the Village Manager is authorized to enter into a new Intergovernmental Agreement with the South Suburban Emergency Response Team (SSERT)**
- 4. MOVED, that the Village Manager is authorized to approve a payment to M/J Underground, located in Monee, IL, for the emergency water main abandonment work along Western Ave in the amount of \$65,732.50.**

5. **MOVED, that the Village Manager is authorized to enter into a contract with Illinois Central Sweeping LLC, of Tinley Park, IL, for the FY 23-24 MFT Street Sweeping Maintenance Contract in the amount of \$37,390 with a contingency of \$11,400, for an additional Village wide sweep as determined by the Village Engineer, for a total not to exceed \$48,790.**

6. **MOVED, that the Village Manager is authorized to Award the FY 23-24 contracts for Water Treatment Chemicals to the following:**
 - **A contract with Midwest Salt for Salt in the amount of \$600/ton totaling \$36,000 with a 10% contingency for a total of \$39,600.**
 - **A contract with Linde (formerly Praxair) for Carbon Dioxide In the amount of \$350/ton totaling \$113,400 with a 10% contingency for a total of \$124,740.**
 - **A contract with Univar USA for Soda Ash in the amount of \$575.79/ton totaling \$287,895 with a 10% contingency for a total of \$316,684.50.**
 - **A contract with Graymont Western Lime for High Calcium Quicklime (Calcium Oxide) in the amount of \$212/ton totaling \$169,600 with a 10% contingency for a total of \$186,560.**
 - **A contract with Water Solutions Unlimited for Blended Polyphosphate at the rate of \$2.50/pound totaling \$30,000 with a 15% contingency for a total of \$34,500.**

7. **MOVED, that the Village Manager is authorized to enter into a contract for the 2024 Residential Water Shut off Valve Replacement contract to M/J Underground, located in Monee, IL, in the amount of \$208,930.**

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

Ayes: 6
 Nays: 0
 Absent: 1

The consent agenda was adopted with six (6) ayes, no (0) nays and one (1) absent.

DEBATABLE:

8. Ordinance: An Ordinance Amending Ordinance No. 2179 Adopting the Annual Budget for the year commencing July 1, 2022 and ending June 30, 2023 (First Reading)

This item has had first reading and will be on the agenda for action at the next regular meeting.

Adjournment

This concluded the Regular Meeting of the Board of Trustees.

There being no further business. President Pro Tem Settles called for a motion to adjourn. Motion was made by Trustee Herron, seconded by Trustee Graham and passed unanimously by voice vote.

The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 6

Nays: 0

Absent: 1

President Pro Tem Settles adjourned the Rules Meeting at 8:11 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk