

**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.**

**May 1, 2023**

**IN ATTENDANCE:** Trustee Theresa Settles, Trustee Maya Hardy, Trustee Erin Slone, Trustee Randall White, Trustee John Moore, and Mayor Joseph Woods

**ABSENT:** Trustee Tiffani Graham

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Burt Odelson, 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, Assistant Director of Finance Sharon Floyd, Mark Giesing, IT Coordinator, Village Planner Andrew Brown, and James Guirguis, Communication Specialist

**OTHERS IN ATTENDANCE: a number of residents**

**Roll Call**

Manager Mick called the Rules Meeting to order at 7:00 pm and asked Clerk McGann to take the roll call.

**Pledge of Allegiance**

Manager Mick led the Mayor, the Board, and the audience in the Pledge of Allegiance

**Swearing in of Mayor and Newly Elected Trustees**

Manager Mick began the meeting with the swearing-in of two new trustees and the new mayor. Trustee Moore was sworn in as trustee by Chief Judge of the Circuit Court of Cook County Timothy Evans. Trustee White was sworn in as trustee by Judge Ieshia Gray. Mayor Woods was sworn in as mayor by Judge Evans.

Mayor Woods asked Trustee Moore if he wished to make any comments. Trustee Moore thanked those in his life who have influenced him, especially in politics. He is honored to be here.

Trustee White offered his congratulations to Trustee Moore and Mayor Woods. He thanked those who have supported him including his family, church family, and friends.

Mayor Woods thanked God, his mother, the Board, Staff, and Judge Evans for their service and examples. He is honored and humbled to serve Park Forest.

Mayor Woods recessed the Board Meeting at 7:27 pm for fifteen minutes to allow for photos and a small celebration. The meeting was reconvened at 7:44 pm to continue with the agenda of the Rules Meeting.

### **1. Fiscal Year 2023/2024 Budget Introduction**

Manager Mick explained the budget process and the steps taken throughout the year. May is the budget review season. The Budget becomes a public document in June. He asked Director Pries to give an overview of the review of the 2023-2024 budget. With a PowerPoint presentation, he went over the goals and objectives, and strategic planning goals, and reviewed the financial issues and challenges. He noted that the budget is balanced and the strategic planning goals have been updated with a five-year plan for the Board. Mayor Woods asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting.

### **2. Somonauk Park Pavilion Construction**

Manager Mick said this item is out of the Recreation, Parks, and Public Health Department regarding the new pavilion construction. Director Adams gave the background of the Somonauk Park Pavilion. This contract will complete the construction of the pavilion with the lowest bidder YAD Construction of Oak Park, Illinois. Mayor Woods asked the Board if there were any questions. Trustee Slone asked about the completion date. Director Adams said if the contract is approved and they move quickly, it would take ten weeks for completion, with an August 15 deadline. Hearing no other questions, this item will be on the agenda at the next regular meeting.

### **3. Fiscal 2024 Sidewalk and Curb Restoration Program**

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre said this item was publicly advertised and went up for bid following all procedures. J & J Newell of Crete, IL was the lowest bidder. They have worked with the Village previously; the Village was satisfied with their work. They are a women-owned company. Staff recommends entering into the contract with J & J Newell of Crete, IL. Mayor Woods asked if the Board had any questions or comments. Trustee Slone was pleased to have women and minority owned contractors in the South Suburbs. She was glad they have an opportunity to work in Park Forest. Hearing no other questions or comments, this item will be on the agenda at the next regular meeting.

### **4. Contract for Fiscal 2024 Pavement Crack Sealing**

Manager Mick said this item is out of the Public Works Department and is a routine maintenance item. Director Ysaguirre said six bids for this contract were opened on April 18 with Patriot Pavement Maintenance of Des Plaines, IL as the lowest bidder. They have worked with the Village previously; the Village was satisfied with their work. Staff recommends entering into the contract with Patriot Pavement Maintenance of Des Plaines, IL. Mayor Woods asked if the Board had any questions or comments. When Trustee Settles asked how long crack sealing usually lasts, Director Ysaguirre said they usually last five years. Hearing no other questions or comments, this item will be on the agenda at the next regular meeting.

### **5. Engineering Services Agreement for design of Forest Brook Lift Station Replacement**

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre said the Forest Brook Lift Station needs to be replaced and recommends Baxter and Woodman for the

engineering services for the design and complete scope of services of this project. Mayor Woods asked if the Board had any questions or comments. When Trustee Hardy asked what was the typical life space of a lift station, Director Ysaguirre said they usually last approximately sixty years with maintenance. Hearing no other questions or comments, this item will be on the agenda at the next regular meeting.

#### **6. Contract for the Blackhawk Tower Overcoat**

Manager Mick said items 6 and 7 are out of the Public Works Department and will be taken together. Director Ysaguirre said last year, Dixon Engineering had been hired to inspect the water towers. As Blackhawk Tower was painted in 2005 and currently is in fair condition, it was recommended to do an overcoat of Blackhawk Tower within two years that would add an additional life of 15-20 years to the tower. On April 18, four bids were opened to do the overcoat of the Blackhawk Tower. MW Coles of the Villages, FL was the lowest bid. As this specialized service is not required often, MW Coles has not worked with the Village in the past but has worked with Dixon Engineering and is recommended by them. Any out of state contractor is required to follow Illinois labor laws, specifically concerning paying Cook County prevailing wages. Staff recommends entering into the contract with MW Coles of the Villages, FL. Staff also recommends entering into the contract for engineering services for Blackhawk Tower with Dixon Engineering in Greenfield, WI. They would serve as oversight and reporting for the project. Mayor Woods asked the Board if they had any questions or comments. Director Ysaguirre answered the Trustees' questions regarding lodging expenses saying that the costs are rolled into the bid. Regarding labor, the contractor brings the workers with them. He added that certified payrolls can be requested to verify their compliance with labor laws and wages. Mayor Woods was pleased that the Village's logo would be on the water tower as well. Hearing no other questions or comments, this item will be on the agenda at the next regular meeting.

#### **7. Engineering Services Agreement for Construction Engineering Services for the Blackhawk Tower**

See above

#### **8. Supplemental MFT Resolution for Construction and Construction Engineering costs associated with improvements to NON-FAU portions of Shabbona Dr and South Orchard Drive**

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre said this item is required by IDOT due to a 6% overrun of the project. With the update, this will complete the paperwork for the improvements to NON-FAU portions of Shabbona Drive and South Orchard Drive. Mayor Woods asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda at the next regular meeting.

#### **Mayor's Comments**

The Mayor had no comments.

#### **Manager's Comments**

Manager Mick said Trustee Graham is resting at home after surgery and will be sworn-in at the May 15th meeting. He congratulated Trustee Moore and Trustee White and looks forward to

working with them. The next Saturday Rules Meeting is scheduled for May 6. There will be a first-time home buyer workshop Saturday, May 6th.

**Trustee's Comments**

Each of the Trustees congratulated the newly elected trustees and re-elected Trustee Graham. They look forward to working together for the good of the residents of Park Forest. They wished Trustee Graham a speedy recovery.

Trustee Settles said the Veterans Commission has an informational tea planned for female veterans at Dining on the Green on May 7th.

Trustee Hardy thanked all those who supported the food bank for United Way.

Trustee Slone said the Board members may not always agree but they are committed to do what is best for the Park Forest community.

Trustee White had no comments.

Trustee Moore acknowledged Chair Phil Perkins for his work with EDAG and asked the community to consider joining the Economic Development Advisory Group.

**Attorney's Comments**

Mr. Odelson said he was glad to be at tonight's meeting.

**Clerk Comments**

No report

**Audience to Visitors**

None

**Adjournment**

This concluded the Rules Meeting of the Board of Trustees.

There being no further business. Mayor Woods called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee White and passed unanimously by voice vote. The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 7

Nays: 0

Absent: 0

Mayor Woods adjourned the Rules Meeting at 8:30 p.m.

Respectfully submitted,

Sheila McGann, Village Clerk