

**VILLAGE OF NORTH RIVERSIDE
BOARD OF TRUSTEES MEETING August 14, 2023
COUNCIL CHAMBERS 7:00 PM**

Mayor Mengoni called the meeting to order with a Roll Call. In attendance were Trustee Bianco, Trustee Czajka, Trustee Flores, Trustee Santucci, and Trustee Sarro and Trustee Tricoci.

Others in attendance were Administrator Scarpiniti, Police Chief Ehrenberg Fire Chief McDermott, Recreation Director Broderick, Attorney Pacione and Public Works Director Ranieri.

APPROVAL OF AGENDA

Trustee Czajka moved and Trustee Bianco seconded to approve the agenda for this meeting as presented. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

BIDS- None

CASH RECEIPT REPORT

Trustee Sarro moved and Trustee Tricoci seconded to approve the Cash Receipt Report for the month of July, 2023 totaling \$1,606,416.55. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

APPROVAL OF MINUTES

Trustee Czajka moved and Trustee Bianco seconded to approve the Village Board of Trustees Meeting Minutes from the July 17, 2023 meeting as presented. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

AUDIENCE- None

MAYORAL REPORT

Mayor Mengoni wished Administrator Scarpiniti a Happy Birthday and thanked all the departments for a fantastic 100th year celebration. He also congratulated Bob Uphues on his upcoming retirement and thanked him for attending our Village meetings.

On August 25th the Village will close at 2:00 pm for Employee Appreciation Day.

Mayor Mengoni thanked Trustees Flores and Tricoci for meeting with Congressman Chuey Garcia.

REPORT OF TRUSTEES

Trustee Bianco

Trustee Bianco read the following report from the Community Development Department:

The following is a summary of the Community Development Department for the month of July, 2023:

Building Reviews and Inspections:

- Presales – The Community Development Department performed 6 single-family inspections and one commercial inspection totaling \$3,214.17 in revenue.
- Permit Totals – The Community Development Department issued 42 residential and commercial permits totaling \$15,737.45 in revenue.
- Permit Submittals – 66 residential and commercial permits were submitted for review.
- Inspections – 102 building inspections were conducted.

New Businesses:

- Boba Heaven, located at 7309 W. 25th Street, is open for business. Boba Heaven is a bubble tea store that has over 50 delicious drinks to choose from.

Code Enforcement:

Staff issued 63 door hangers to residents with high grass and weeds, bushes overhanging into the public alley and minor exterior maintenance of structures. Written Notices of Violation were sent to 28 property owners to address exterior storage, concrete repairs, overflowing garbage and storage of inoperable vehicles on residential property. Re-Inspections are scheduled for the beginning of August. Properties that have not complied will receive a Final Notice of Violation through the mail. Citations will be issued to properties that do not comply.

Weekly inspections of the alleys are being conducted to make sure property owners are maintaining the rear portion of their property that abuts the public alley. Our inspectors have

REPORT OF TRUSTEES (continued)

cited numerous properties for weeds and bushes in the alley as well as exterior storage along the perimeter of the garage. With the warm weather and rain, grass and weeds grow quickly and need to be maintained on a regular basis. Storage of items along the garage may be convenient for homeowners, but is also a perfect location for rodents to hide and burrow. Code prohibits the exterior storage of certain items. If you have questions pertaining to exterior storage of items, please contact the Community Development Department.

While driving the alleys in town, our inspectors have also noticed overflowing garbage containers and large items being disposed of days in advance of Friday pick up. In some cases, furniture and large items are placed in the alley or parkway as early as Monday. When disposing of large items, please remember that large items cannot be disposed of until the Thursday before pick up. Boxes also need to be broken down, so they do not take up valuable space in your garbage container.

Resident interested in having a garage sale are now able to apply for a permit through the website. Garage sale permits are free to residents and need to be posted in a window facing the street. Residents are permitted to have one garage sale per year.

Rodent Abatement:

For the month of July 2023, the Community Development Department received nine calls from residents reporting rodent activity in the alley and on private property. First Illinois Systems responded to the calls and conducted inspections of the alley and surrounding properties for evidence of rodent harborage. Bait stations are checked weekly as well as areas that have seen rodent activity.

As mentioned in the June report, residents have seen an increase of rodent activity in the alley due to the amount of rain and flooding in North Riverside and the surrounding towns. We encourage residents who notice any activity, whether it is in the alley or on private property, to please contact the Community Development Department so we can send out the inspector to check the area for any issues or evidence of rodent harborage and address them immediately.

To help prevent rodents on your property and your neighbors, please make sure all garbage is contained inside of your garbage container and no food or debris on the ground. If cleaning out your home or if you have a large amount of garbage due to a party, please make sure to store in a tightly closed container.

We have noticed some of the rodent activity reported is a result of residents feeding animals. Feeding animals attracts all types of rodents to the area that could impact your property and the surrounding properties. Feeding animals is not permitted and could result in a citation

REPORT OF TRUSTEES (continued)

being issued to the homeowner. We ask residents to please stop placing food out for animals.

Garages used for storage is another attraction for rodents. If you are using your garage for storage, please make sure to check the interior for any evidence of rodents and take preventative measures to eliminate rodent access to your garage and accessory structures. We encourage residents to check

their properties for any evidence of rodent harborage and if unsure or have questions, please contact the Community Development Department for assistance.

As part of our rodent abatement, we have insured that all Village properties are inspected and free of rodent harborage, including Veterans Park, along the railroad tracks and Village Commons.

Please contact the Community Development Department if you have any questions or concerns.

Trustee Czajka

Trustee Czajka reminded residents about the following upcoming events from the Parks and Recreation Department:

- The Golden Agers Holiday Lunch was held on July 19 with 24 in attendance. Lunch was provided from the Village Pub, the Acapella Fellas performed and every person in attendance received a small gift.
- The Luncheon Cruise on Lake Geneva trip on July 18 was a success with the maximum of 50 participants. We offered this trip cooperatively with Brookfield Parks and Recreation.
- The 100th Anniversary event on July 30th was a huge success as we heard many positive comments from residents. The residents liked that there was something for everyone. All the Departments worked cooperatively to put on a great event.
- Summer Camp ended August 4. We served close to 300 children with all the camps, except Teen Camp, reaching the maximum number. Our six different camps and before and after camp took in over \$267,600 in revenue.
- We are getting ready for Preschool which will start the end of August. Currently, there are 11 enrolled in the Monday, Wednesday, Friday class and 11 enrolled in the Tuesday, Thursday class. We are in the process of interviewing for a new assistant teacher as Kim O'Kane retired at the end of last school year.
- We are finalizing our Fall/Winter Fun Guide. The new Fun Guide will have a new look, offer new programs, offer cooperative programs with Westchester and Riverside and cover programming until March of 2024.
- We have updated our contractor agreement and have met with current instructors and new instructors to get everyone on the new system. We have started requiring certificates of insurance from the contractors to protect the Village's assets.

REPORT OF TRUSTEES (continued)

- We have had success with our Pickleball Open Gym over the summer. We will be adding on to that success with offering Teen Open Gym and Table Tennis drop-in programming.
- Total Sports, Little Ninjas, Next Level Tae Kwon Do and Cardio Kickboxing reached their maximums with additional promotion and email blasts.

Trustee Flores

Trustee Flores read the following report for the Public Works Department:

For the month of July, bid openings began for the MWRD “permeable paver” project which involves the replacement of the Village Commons, Police Department, Fire Department, and Public Works parking areas. Also, MWRD presented an aerial view and photo of the 67000 square foot area of Municipal lots that will be reconstructed with permeable pavers.

Public Works and Novotny Engineering began preliminary discussions regarding the placement of two EV charging stations which will be located in the Village Common’s Municipal Parking Lot. The Village has received funding through ComEd and the Metropolitan Mayors Caucus through the 2023 “Powering Safe Communities” Grant.

Towards the end of July, Public Works coordinated with Winkler Tree Service for the removal of the wooded area on the western edge of Veteran’s Park. The scope of work consisted of removing evasive Buckthorn, hazardous Mulberry Trees, and several diseased Cotton Wood Trees that had a higher chance of falling and causing injury or property damage in the area. The area will eventually be top dressed with topsoil and seeded for possible future recreation activities.

Trustee Santucci

Trustee Santucci read the following Police and Fire Department Activity Report for the month of July:

North Riverside Police Department July Activity Report

	Jul-23	YTD
Calls for Service	1,394	9,730
Traffic Stops	233	1,843
Moving Violations	201	1,449
Village Ordinance Citations	781	3,714
<i>(includes parking, equipment and minor criminal offenses)</i>		

REPORT OF TRUSTEES (continued)

Vehicles Impounded		
Impound Fees Collected	\$15,000	\$107,000
Firearms Seized	0	11
Recovered Stolen Vehicles	1	28
Overweight Truck Violation	7	9
Arrests	53	424
DUI Arrests	6	34
Overnight Parking Enforcement		
No Valid Village Vehicle Sticker	114	331
No Parking 2am - 6am	217	775

North Riverside Police Department News

- This month the Emergency Management and Regional Security (EMRS) has inaugurated the Emergency Preparedness Assistance Plan. The goal of EPAP is to ensure a cohesive planning process and a whole community approach to disasters. EPAP is a free and invaluable program aimed at supporting municipalities in the development of the following four (4) key plans: Emergency Operations Plan (EOP), Continuity of Operations Plan (COOP), Continuity of Government Plan (COG) and their Recovery Plans. North Riverside is part of the initial group of municipalities to participate in this planning process.
- Officer Tom Bueneman completed 17 years of service with the Village on July 16, 2023.
- North Riverside Police Officers started wearing 100-year anniversary uniform patches and shields.
- All patrol officers and sergeants completed rapid deployment training.

The Fire Department responded to 255 calls in the month of July. That is an average of 8.2 calls per day for the month. 52% of the calls were for fire/service calls and 48% were for EMS calls.

Type	Total	Fiscal Year-To-Date
Fire	133	328
EMS	122	362
Total	255	690

REPORT OF TRUSTEES (continued)

Inspections

In the month of July, the Fire Prevention Bureau conducted 67 inspections totaling 42 violations.

Inspections	FYTD	Violations	FYTD
67	176	42	103

Training

July 2023: Members of the North Riverside Fire Department attended 104 training classes totaling 366 hours.

Probationary Firefighter Colin McManus is nearing the end of his paramedic field internship. We are hoping to have him on shift in early August.

Child Safety Seat Installations – 1 Car seat was installed in July

Other Activity:

- Participated in the North Riverside, Riverside and Lyons 4th of July Parades
- Attended 4 Block Parties
- Participated in the Villages Centennial Parade
- Conducted a station tour for a group from St. Marty of Celle
- Attended a fundraiser for Ames School at Veterans Park

Assistance to Firefighters Grant Award: On July 28, 2023, we received notice from FEMA that we were awarded an Assistance to Firefighters Grant (AFG) in the amount of \$57,313.40. This grant is going to be used towards the purchase of a new stretcher and loading system for our new ambulance. As you will recall, the Board approved the purchase of a new ambulance at the June 20, 2022 Board meeting for \$242,281.00. This grant will offset this price by approximately \$27,000 as this is the cost of the loading system. The estimated date of delivery is March 2025.

Outdoor Weather Siren: The outdoor weather siren has been fixed. On Wednesday, July 19, I met with Fulton Siren, J&L Electronics and Bud Hicks from WC3 to move the frequency used to activate the siren from the old Fire North frequency to the Public Works frequency. When the work was completed, we tested it from the WC3 Communications Center and remotely through Fulton Siren. The siren activated both times. Every Monday, Fulton Siren does a “Growl Test”

REPORT OF TRUSTEES (continued)

remotely to our siren. This tests the sirens functionality. We did receive written confirmation on Monday, August 7 that it passed the test. Additionally, the siren is tested at 10 am on the first Tuesday of every month. It did activate on Tuesday, August 2.

Trustee Sarro

Trustee Sarro read the following Administrative Committee Memo:

The Administrative & Finance Department has prepared a budget-to-actual summary for your review with all current activity for Fiscal Year 2023-2024. Revenue and expenditures for both the General Fund and Water & Sewer Fund are included in the analysis. The Village completed the first quarter of its fiscal year at the end of July with no significant deviations from the approved budget to highlight.

However, major expenditures for the standpipe refurbishment and permeable paver projects are scheduled in the coming months.

The annual vehicle sticker sale process is now in progress. Renewal notices are being prepared for mailing within the next few days. The new tiered-pricing vehicle sticker and overnight parking permit programs yielded approximately \$175,000 in revenue. The Village sold approximately 4,500 vehicle stickers and 500 overnight parking permit booklets since last Fall.

Lastly, the Village is awaiting next steps for FEMA program assistance following flooding in the region earlier this Summer. Governor Pritzker recently signed the emergency declaration for Cook County since damage totaled more than \$22 million in the affected area. The Village was included in the damage assessment and its residents will be eligible to participate in the program once federal authorization is granted. As more information becomes available for residents on how to access funding, the Village will provide timely updates on its website.

Trustee Tricoci

Trustee Tricoci read the following request for Board Action:

In December 2022 the Public Works Department began contacting vendors for the purpose of purchasing a Line Bore Machine. The Line Bore Machine will enable the Department to repair all their own pivot joints on various Public Works equipment as well as Fire Department equipment. Three vendors were contacted for quotes.

REPORT OF TRUSTEES (continued)

Their responses are listed below.

York Portable Machine Tools	\$24,327.00
Bore Repair Systems	\$29,971.00
Climax Portable Machine Tools	\$39,211.25

There are only three manufacturers of this type of equipment and although the equipment from York Portable Machine Tools is the lowest proposal, the specifications for the machine does not meet the needs of the department and therefore was rejected. It is unable to produce bores of smaller than 1 5/16", which is required to repair all of our snow plows and smaller equipment.

Purchase of this equipment is authorized in this year's budget and sufficient funds are available.

Trustee Tricoci moved and Trustee Sarro seconded to concur with staff's recommendation and authorize the purchase of a Line Bore Machine from Bore Repair Systems of Alstead, NH. In the amount not to exceed \$29,971. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci. Sarro. Tricoci

NAYS: None

Motion carried

Trustee Tricoci read the following Request for Board Action:

The Village solicited proposals for tree trimming, tree removal, and stump grinding for all Village right of ways in March. Four proposals were sent out with two received. Davey Tree Service and Smitty's Tree Service declined to bid. The quotes and breakdown of service are listed below.

	Winkler	Sinnott
Tree trimming crew day	\$2136	\$2400
Tree removal avg cost per inch	\$27.80	\$31.05
Emergency calls cost/hour	\$375	\$400
Stump grinding per stump	\$140	\$150

Winkler Tree Service is the lowest proposal received and is qualified to preform this work. Winkler has also agreed to extend this pricing to a two-year time period with a 5% increase the second year.

REPORT OF TRUSTEES (continued)

Trustee Tricoci moved and Trustee Flores seconded to concur with staff’s recommendation to authorize a purchase order to Winkler Tree Service of LaGrange Park, IL. for forestry work within the Village right of ways in the amount not to exceed \$105,000 for fiscal year 2024. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci. Sarro. Tricoci
NAYS: None
Motion carried

Trustee Tricoci read the following Request for Board Action:
The Village solicited proposals for water, sewer, and fire hydrant related repairs beyond the scope of the Public Works Department in March, 2023. Four proposals were sent out with two received. Unique Plumbing and Neri Construction declined to bid. The breakdown of hourly rates and daily equipment charges are listed below.

	RICCIO	H & R
Avg hourly labor cost for laborer, driver Plumber, and foreman	\$127.66	\$148.00
Avg daily cost for various pieces of Equipment	\$396.62	\$514.37

Riccio Construction was the lowest proposal received and is qualified to preform this work. Sufficient funds are appropriated in the current budget for this expense. Funds will only be expended based upon need and severity of the scope of work.

Trustee Tricoci moved and Trustee Sarro seconded to concur with staff’s recommendation and authorize Riccio Construction of Palos Park, IL to provide water, sewer, and fire hydrant repair services in the not to exceed amount of \$150,000 for the 2023/24 fiscal year. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci. Sarro. Tricoci
NAYS: None
Motion carried

Trustee Tricoci read the following Request for Board Action:

The Village solicited proposals for sidewalk and concrete restoration beyond the scope of the Public Works Department in March. Four proposals were sent out with two received. Triggs Construction and Independent Concrete declined to bid. The breakdown of curb and flat work are listed below.

REPORT OF TRUSTEES (continued)

	Mike's Concrete	Andreas Contractors
Flat work 5" pour	\$12.00	\$11.95
Flat work 6" pour		\$12.95
Flat work 7" pour	\$13.00	
Curb B-6-12	\$50.00	\$58.00
Curb B-6-18	\$50.00	\$64.00
Curb B-6-24	\$50.00	\$68.00

Mike's Concrete was the lowest proposal received and is qualified to perform this work.

Trustee Tricoci moved and Trustee Bianco seconded to authorize a purchase order with Mike's Concrete, Inc. for sidewalk and concrete restoration repair in an amount not to exceed \$59,500. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci. Sarro. Tricoci

NAYS: None

Motion carried

Trustee Tricoci read the following report from the Public Works Department:

For the month of July, Public Works responded to 14 handyman calls. Handyman calls consist of minor plumbing, electrical, and general repairs on residential properties for senior and disabled residents. 20 work tickets were completed. Work tickets are created to identify projects above and beyond the work schedule of Public Works. 18 miles of Village owned roadway was inspected and all potholes were filled on 2 occasion. 4 water leaks were repaired. 2 fire hydrates were repaired. 1 failing sewer line or manhole was repaired. 31 water meter service requests were preformed consisting of meter reads, meter leaks, or meter replacement. 59 Julie locate requests were preformed to locate underground utilities. Public Works began hydrant flushing and has flushed 166 hydrants in the month of July.

At the beginning of July, a final meeting with all the Village Departments for the 4th of July coordination and implementation occurred outlining all the responsibilities of the various departments to produce a successful event.

On July 5th, Public Works met with the Brookfield North Riverside Water Commission at the Standpipe for a trial test in anticipation for the Standpipe Project beginning in August. The test involved gathering information for when the Standpipe will be out of service in order to have the least impact on our water system. From July 5th to July 6th, the standpipe was closed off from the system to simulate the standpipe being drained.

REPORT OF TRUSTEES (continued)

On July 6th, Public Works met with the Brookfield-North Riverside Water Commission and the Brookfield Zoo in preparation of the Standpipe refurbishing project. Together we are formulating a plan so that our water system is not impacted on Wednesdays and Saturdays when the Zoo flushes out their filtering systems for the bear exhibit pools. On those days, the Zoo is taking on average 1200-1500 gallons of water a minute. We continued working with the Zoo to educate them on the proper procedures to manually open the fill-valves with time duration as opposed to the automatic system in place now. During this time, the standpipe was disconnected from the system and more data was gathered for the Standpipe Project in August.

A preconstruction meeting between Public Works, Neumann Construction, Novotny Engineering, and the Brookfield North Riverside Water Commission was held which involved discussing the mobilization of the site as well as the draining of the standpipe for the project.

In July, Public Works has been working with T-Mobile, Sensus, Wave Communication, and WC3 in regards to the removal or relocation of communication antennas located at the top of the standpipe. Also, contact with Comed was made in regards to sleeving nearby powerlines for safety of the workers involved with the project.

Various meeting between all departments during the entire month occurred in preparation and execution of the July 30th "100 Year Anniversary Celebration". Public Works and the Police Department were responsible for all street closures. Public Works was responsible for all the tent setups, electrical hookups, maintenance of the event throughout the day, as well as assisting various vendors. After the event concluded, Public Works was responsible for the cleanup of the Village Common's front lawn and Desplaines Ave, as well as the removal of barricades used to block off streets.

Public Works continued to meet with Nicor to discuss their displeasure with the sod replacement from the previous gas-line work. Nicor assured the Village that they would have a comprehensive survey of the area and they would replace any areas that did not meet Village and residential satisfaction.

Throughout the month of July, several heavy rains led to flooding events. During these events, Public Works was around town ensuring that sewer grates were not obstructed by any debris to allow flow for accumulating water in the streets to properly drain. Public Works also met with several residents to discuss options such as rain gardens and sewer backup prevention options.

On July 15th, Public Works attended the Coffee with the Mayor Event. During this time, Director Ranieri answered any questions and concerns residents had related to flooding and improvements planned for Common's Park.

REPORT OF TRUSTESS (continued)

On July 18th, Public Works met with the Cook County Department of Highway and Transportation for possible funding opportunities through the American Rescue Plan Act (ARPA) to institute a Fall Street Paving Project.

Also, on July 18th, Public Works, alongside 10 other municipalities, attended a meeting for the 2023 Illinois Focused Roundtable Discussion hosted by the Federal Railroad Administration. The purpose of the meeting was to explore the different types of grants and funding available for high risk railroad crossings as well as to discuss various safety issues related to various crossings around Illinois.

Public Works and Novotny Engineering began the preliminary street assessment to identify and grade various streets around town for the purpose of producing a report identifying street conditions and resurfacing needs.

CORRESPONDENCE- None

APPROVAL OF BILLS

Trustee Sarro moved and Trustee Bianco seconded to approve the List of Bills submitted for this meeting totaling of \$1,085,462.76 and to have them paid out of proper funds when such funds become available. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

ORDINANCES AND RESOLUTIONS

Trustee Tricoci moved and Trustee Bianco seconded to Approve a Resolution Approving and Ratifying the Execution of a Janitorial Service Contract By and Between the Village of North Riverside and Vega Building Maintenance & Supplies Inc. for Janitorial Services **(23-R-13)** and to waive the reading. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

Trustee Sarro moved and Trustee Fores seconded to Approve a Resolution Authorizing the Execution of a Third Party Custodian Agreement By and Between the Village of North Riverside and Fifth Third Bank and the Bank of New York Mellon for Banking Services **(23-R-14)** and to waive the reading. Roll Call Vote:

ORDINANCES AND RESOLUTIONS (continued)

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

Trustee Czajka moved and Trustee Sarro seconded to Approve a Resolution Approving and Ratifying the Execution of an Agency Contract By and Between the Village of North Riverside and the Proviso Mental Health Commission for Funding the Village of North Riverside's Participation in the West Suburban Special Recreation Association (**23-R-15**) and to waive the reading. Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

UNFNISHED BUSINESS- None

NEW BUSINESS

The Village's Lobbyist, Chris Nybo gave a legislation update. Through his efforts, he has helped regain the red-light cameras on Harlem Avenue and Cermak Road. After two year of engagement approximately \$650,00 in new appropriations and working for more appropriations to support the Village's needs.

EXECUTIVE SESSION

Trustee Bianco moved and Trustee Tricoci seconded to move into Executive Session for the purpose of discussing collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees in accordance with 5 ILCS 120/2(c)(2) and for the purpose of Litigation, when an action against, affecting or on behalf of a particular public body has been filed and is pending before a court or administrative tribunal or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5ILCS 120/2 (c) (11). Roll Call Vote:

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

Motion carried

ADJOURNMENT

Trustee Bianco moved and Trustee Sarro seconded to adjourn this meeting at 8:40 pm. Motion carried unanimously.

Respectfully Submitted,

**KATHY RANIERI
VILLAGE CLERK**