

**VILLAGE OF NORTH RIVERSIDE
BOARD OF TRUSTEES MEETING SEPTEMBER 18, 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, Financer Director Lawler, Police Deputy Chief Kopka, Fire Chief McDermott, Recreation Director Broderick, Attorney Macholl 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 August, 2023 totaling \$2,347,441.54. 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 September 5, 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 thanked all the staff who helped in making Friday evenings Autumn Fest a huge success. Thank you to all the contestant groups who entered their chili and vying for a chance to win the best overall chili in North Riverside.

Reminder that the parking lot paver project will begin tomorrow starting over at the fire department, public works and police department entrance working its way through the police department parking lot and the front over the Village Commons and concluding with the main parking lot behind the Village Commons building. Thank you to MWRD for collaborating in this project.

REPORT OF TRUSTEES

Trustee Bianco

Trustee Bianco expressed his sympathy on the passing of Ralph Zaccariello from the fire department and thanked the MWRD for donating a rain barrel that was raffled off at the Autumn Fest. For those wanting more information on how to obtain a rain barrel, please visit the MWRD website at MWRD.org.

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

The following is a summary of activity from the Community Development Department for the month of August 2023:

Building Reviews and Inspections:

- Presales – The Community Development Department performed 7 single-family inspections and one commercial inspection totaling \$2,83500 in revenue.
- Permit Totals – The Community Development Department issued 42 residential and commercial permits totaling \$15,401.30 in revenue.
- Permit Submittals – 59 residential and commercial permits were submitted for review.
- Inspections – 110 building inspections were conducted.

New Businesses:

- Tide Laundromat, located at 1730 S. Harlem Avenue, is open for business. They use technology to make doing laundry faster. Their machines are able to wash and dry your clothes in under 35 minutes. Coins are accepter, but you can also download their app and pay through the app.
- Drawings have been submitted for Kong Dog, which will be opening in the North Riverside Park Mall Food Court. Kong Dog would like to open before the Thanksgiving weekend. Kong Dog offers handmade corn dogs with fun and unique flavors. Check out the menu on their website!

REPORT OF TRUSTEES (continued)

Code Enforcement:

Staff issued 41 door hangers to residents whose properties were flagged for property maintenance issues, to include weeds, high grass, exterior storage, concrete repair, and missing shingles. The majority were addressed with only a handful that received a final Notice of Violation. Staff would like to acknowledge residents who comply with our property maintenance codes, which enriches every property in the community.

Staff continues to do weekly inspection of the alleys and areas that have reoccurring issues. Our inspectors just finished driving through the west end of town and cited 300 properties for property maintenance issues. For minor issues, residents receive a door hanger as a courtesy to remind them to maintain the exterior of their property and note a time frame to have the items addressed. If items are not addressed at re-inspection, then a written Notice of Violation is sent to the property owner. The owner must comply by the date noted on the notice in order to avoid citations being issued to the property owner. We encourage residents to please contact Staff if unable to meet the compliance date so we can work with you to have the violations completed in a reasonable time frame. Inspections of the east end of town will be conducted in September.

Staff would like to reiterate to residents that garbage must be contained inside the garbage container to avoid issues with rodents. In addition, Staff has noticed on numerous occasions that residents put large items to be disposed of by their garbage containers, or in some cases on the Village parkway, just days after Friday pick up. This behavior encourages rodents and reduces curb appeal. Please remember large items cannot be disposed of until the day before garbage is schedule to be picked up and plan accordingly.

With fall just around the corner, what a great time to get outside and enjoy the cooler temperatures and the fall colors, especially after the warm weather we had this summer. Here are some maintenance tips to keep your house in shape and warm this winter.

- Clean gutters and downspouts.
- Touch up exterior paint.
- Remove dead plants and weeds from garden and flower beds.
- Seal cracks around doors and windows.
- Trim rogue branches.
- Protect your deck.
- Repair or replace broken concrete

If you are planning a project, please contact the Community Development Department prior to starting work to confirm whether or not a building permit is required. You can also check out our website!

REPORT OF TRUSTEES (continued)

Rodent Abatement:

For the month of August 2023, the Community Development Department received 26 calls from residents reporting rodent activity in the alley and on private property. Staff received numerous website submissions from residents reporting rodent activity. Staff encourages residents to report rodent activity as this helps Staff pinpoint problem areas. All reports are submitted to First Illinois systems for follow up inspections of the site and surrounding properties to try and determine the reason for the activity. First Illinois Systems responded to the calls and conducted inspections of the alley and surrounding properties for evidence of rodent harborage. Four properties were Identified to have burrows and are currently being treated and monitored by First Illinois Systems. Bait stations are checked weekly as well as areas that have seen heavy rodent activity.

Many of the areas experiencing rodent activity were due to residents feeding animals or garages being used for storage only. Staff would like to encourage residents to please check your rear yard for any evidence of rodent harborage or activity. Rats are able to dig underground and gain access to your garage through any crack or hole that has not been sealed, so please routinely check your garage and make sure you are sealing any areas that rodents can access. Food cannot be placed on the ground, this not only encourages rats, but other rodents as well and can negatively impact your neighbor's property. If you have bird feeders, please make sure to clean the ground each day to remove overflow as bird seed is a large attraction for rodents.

Compost piles are another attraction for rodents. While Staff acknowledges the benefit to the environment, this can also attract rats as a source of food and a place to live. As a way to help prevent rodent harborage on your property and/or you neighbor's, we ask residents to please remove any compost piles on your property at this time.

Piles of brush and yard waste is a great place for rodents to hide, please make sure to remove dead branches and weeds from flower beds and gardens. Yard waste can be placed in a garbage container with a yard waste tag or in a yard waste bag and picked up on Friday's. As a reminder, the last day for yard waste pick up is Friday, December 1st.

First Illinois Systems has reached out to the some of the surrounding towns to inform them of rodent harborage on private property and is working with the towns to make sure the affected areas are abated.

Please be sure to check out the Village Newsletter for updates and additional information regarding code enforcement and rodent abatement.

If you have any questions or concerns, please feel free to contact the Community Development Department.

REPORT OF TRUSTEES (continued)

Trustee Czajka

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

- Fall programs have been starting last week and this week. We are excited to have new programs going this fall including Youth Tumbling, Kid's and Adult Tennis, Lacrosse and Tai Chi.
- North Riverside Players have begun rehearsals for the fall show of Monty Python's Spamalot. Performances will be held October 6, 7, 8, 13, 14 and 15. Visit nrplayers.com for tickets.
- Contact the Parks & Recreation Department for information regarding the Scavenger Hunt for the 100th Anniversary beginning in October. We have received numerous donations for prizes so gather your family to figure out the clues.
- Thirty-seven lunches were sold for the Grab N Go program. This is the largest amount that have been purchased for this program.
- We are continuing to sell 100th Anniversary commemorative items. There is a display at the Recreation Department office of what is available.
- We are looking forward to the Centennial Gala on Friday, October 20. Contact the Parks & Recreation Department to purchase tickets for \$100. The event will include dinner, drinks and live music by the band Bopology. The gala will be held at the Riverside Golf Club.

Trustee Flores

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

On August 16th, the preconstruction meeting for the permeable paving project for the parking lot occurred. The permeable paving project will begin on September 18th and last through the end of November. The project will be broken down into three phases. The first phase will be the Public Works Parking, Fire Department Employee Parking, and the Police Department employee entrance to the cell area. The second phase will be the Police Department parking lot and the front of the Village Common's parking lot. The final phase will be the Village Common's main parking lot. The Village Common's main parking lot will also involve the circular planters being removed, a drop off zone being added, and the construction of an additional sidewalk running along the rear of the Commons building.

REPORT OF TRUSTEES (continued)

Trustee Santucci

Trustee Santucci gave the following updates from the Police and Fire Departments:

North Riverside Police Department August Activity Report

| | Aug-23 | YTD |
|---|--------|---------|
| Calls for Service | 1,361 | 11,091 |
| Traffic Stops | 263 | 2,106 |
| Moving Violations | 146 | 1,595 |
| Village Ordinance Citations <i>(includes parking, equipment and minor criminal offenses)</i> | 510 | 4,224 |
| Vehicles Impounded | 23 | 245 |
| Impound Fees Collected | 10,000 | 117,000 |
| Firearms Seized | 2 | 13 |
| Recovered Stolen Vehicles | 3 | 31 |
| Overweight Truck Violation | 1 | 10 |
| Arrests | 54 | 478 |
| DUI Arrests | 1 | 35 |
| Overnight Parking Enforcement | | |
| No Valid Village Vehicle Sticker | 41 | 372 |
| No Parking 2am - 6am | 128 | 903 |

North Riverside Police Department News

- Commander Boenzi completed 21 years of service on August 16, 2023
- Corporal Peter Weitzel completed 7 years of service on August 18, 2023
- Illinois Department of Transportation Labor Day safety grant began on August 18th and ran through September 5th
- Sergeant McCarthy, Officer Terpstra and Officer Czerak completed Illinois Case Law training

Calls

The Fire Department responded to 265 calls in the month of August. That is an average of 8.5 calls per day for the month. 46% of the calls were for fire/service calls and 54% were for EMS calls.

REPORT OF TRUSTEES (continued)

| Type | Total | Fiscal Year-To-Date |
|-------|-------|---------------------|
| Fire | 124 | 452 |
| EMS | 141 | 503 |
| Total | 265 | 955 |

Inspections

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

| Inspections | FYTD | Violations | FYTD |
|-------------|------|------------|------|
| 80 | 256 | 72 | 175 |

Training

August 2023: Members of the North Riverside Fire Department attended 39 training classes totaling 580 hours.

Child Safety Seat Installations – 1 Car seat was installed in August Smoke Detector

Installation- Installed 6 smoke detectors in 2 residences Other Activity:

- Participated in the Caledonia House’s Annual Picnic
- Attended 8 Block Parties
- Assisted with a Fire Drill at 8924 24th

Trustee Sarro

Trustee Sarro gave the following Administration & Finance Department updates for the last month of activity:

- The annual vehicle sticker sale process is now in progress. Over 2,000 stickers have been sold so far since the last week of August. The new vehicle stickers are required to be purchased and affixed to vehicle windshields by September 30th. Visitor parking permit booklets are also available for purchase. As a reminder, the Administration cashier window will be open each Saturday this month from 9am – Noon.

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REPORT OF TRUSTEES (continued)

- The Village received word from the Government Finance Officers Association (GFOA) on September 11th that it was awarded the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year that ended on April 30, 2022. This is the thirty-eighth (38th) consecutive year the Village has received the Certificate. The certificate award program recognizes individual governments for going beyond the minimum requirements of generally accepted accounting principles in preparation of its annual financial reports. The award is a testament to the Village's commitment to financial transparency.
- Auditors from Lauterbach & Amen are on-site this week for audit fieldwork. Department staff has spent the last few weeks closing out the fiscal year that ended on April 30, 2023, in preparation of fieldwork. It is a priority for the department to get back on schedule with its typical financial reporting schedule, with an October 31st deadline each year.

Trustee Sarro attended the Property Tax Appeal workshop from Riverside Township and reminded residents the last day to appeal your taxes in October 10th.

On September 30th from 9am to noon, State Representative Lisa Hernandez will be hosting a Shred Day in Lyons and all North Riverside residents are welcome to come.

Trustee Tricoci

Trustee Tricoci read the following Request for Board Action:

In December of 2022, the Village Board authorized the purchase of a Peterbilt dump truck chassis through the Sourcewell purchasing cooperative. Due to the order window not being open, we were unable to order the truck. The order window opened for a one-week time frame on September 1st and a 2025 Peterbilt truck was ordered through JX Truck which is a member of the Sourcewell purchasing cooperative. Due to the national production problems in the automotive industry, the 2022 model was no longer available and the unit is not expected till 2025. JX Truck Center has provided the proper paperwork to the Village with a purchase amount of \$141,758.30 and has guaranteed to honor that price when the truck is available.

Additional upfitting of the truck bed and equipment by Monroe Truck Equipment is required in the amount of \$148,263. There is also minor upfitting that will need to be done by MPC Communications. The total amount for the entire vehicle purchase including all upfitting shall not exceed \$295,000.00.

Budget authorization of \$290,000 was approved for FY 2022-2023 and was included as a carry

REPORT OF TRUSTEES (continued)

over in the current fiscal year. A budget transfer will be made from within the department's existing budget to cover the additional purchase cost of \$5,000, without increasing the department's overall budget.

Trustee Tricoci moved and Trustee Flores seconded to waive the competitive pricing and authorize the purchase of a 2025 Peterbilt Dump Truck from JX Truck Center in the total amount of \$141,758.30. roll Call Vote:

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

NAYS: None

Motion carried

Trustee Tricoci moved and Trustee Santucci seconded to waive the competitive pricing and authorize the purchase of equipment to upfit the Peterbilt Dump Truck from Monroe Equipment in the total amount of \$148,263. 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 June, Public Works responded to 17 handyman calls. Handyman calls consist of minor plumbing, electrical, and general repairs on residential properties for senior and disabled residents. 22 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 3 occasion. 5 areas were excavated and concrete and asphalt were added. 2 water leaks were repaired. 1 Water Service Line was replaced. 1 fire hydrant was repaired. 1 failing sewer line or manhole was repaired. 73 water meter service requests were preformed consisting of meter reads, meter leaks, or meter replacement. 83 Julie locate requests were preformed to locate underground utilities. The Department completed 2 hours of Occupational & Safety training.

On August 8th, Staff met with the Brookfield North Riverside Water Commission and Neumann Construction to discuss final details prior to the project beginning on August 15th. The standpipe project is anticipated to be finished within 60 to 90 days. The standpipe was officially placed out of service Saturday night on August 12th and it was fully drained by August 14th. The water from the standpipe was pumped directly into the distribution system to reduce any loss of water. During this project, the Village's water pressure is being maintained by the Water Commission's pumps and are monitored for any fluctuations in the system. Because the standpipe is down, there is nothing in our system to absorb any fluctuations so we are

REPORT OF TRUSTEES (continued)

reminding residents to limit the watering of their lawns. There is an Ordinance for watering lawns that prohibits watering between the hours of 11am – 7pm. On August 15th, Neumann began working on the Standpipe by adding outriggers and cables to the top of the standpipe so that they could pull up and down the containment system during the project to keep debris contained during the sandblasting process. Welders also began to make all necessary repairs and to bring to standpipe up to code. All remaining antennas were removed. The draft tube was also removed.

CORRESPONDENCE

- Thank you card from the Kerke family
- Thank you card addressed to the Public Works Department

APPROVAL OF BILLS

Trustee Sarro moved and Trustee Tricoci seconded to approve the List of Bills submitted for this meeting totaling of \$879,739.58 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 Sarro moved and Trustee Tricoci seconded to Approve a Resolution Approving a Settlement Agreement By and Between Frank Schmaltz, The Village of North Riverside and Various Employees of the Village of North Riverside (**23-R-18**) and to waive the reading. Roll Call Vote:

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

NAYS: None

Motion carried

UNFINISHED BUSINESS- None

NEW BUSINESS

Trustee Flores moved and Trustee Czajka seconded to concur with the Mayor's appointment of Mary Burns, Ashley Bush, Rob Canas, Sue Joseph and Jennifer Tryban to the Green Initiatives Committee with an expiration date of April 30, 2025. Roll Call Vote:

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

NAYS: None

Motion carried

ADJOURNMENT

Trustee Bianco moved and Trustee Sarro seconded to adjourn this meeting at 7:30 pm. Motion carried unanimously.

Respectfully Submitted,

**KATHY RANIERI
VILLAGE CLERK**