

**VILLAGE OF NORTH RIVERSIDE
BOARD OF TRUSTEES MEETING OCTOBER 16, 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 Santucci, and Trustee Sarro and Trustee Tricoci. Trustee Flores was absent.

Others in attendance were Administrator Scarpiniti, Financer Director Lawler, Police Chief Erhenberg, 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, Santucci, Sarro, Tricoci

NAYS: None

ABSENT: Trustee Flores

Motion carried

BIDS- None

CASH RECEIPT REPORT

Trustee Sarro moved and Trustee Tricoci seconded to approve the Cash Receipt Report for the month of September, 2023 totaling \$2,133,182.03. Roll Call Vote:

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

NAYS: None

ABSENT: Trustee Flores

Motion carried

APPROVAL OF MINUTES

Trustee Czajka moved and Trustee Bianco seconded to approve the Village Board of Trustees Meeting Minutes from the October 2, 2023 meeting as presented. Roll Call Vote:

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

NAYS: None

ABSENT: Trustee Flores

Motion carried

AUDIENCE- None

MAYORAL REPORT

Mayor Mengoni expressed his sympathy to the family of Jack Tintera and congratulated the first ever North Riverside Travel Baseball Team, the North Riverside Storm.

Mayor Mengoni introduced Cook County Commissioner, Frank Aguilar as he presented to the board a Resolution in honor of our 100th year anniversary.

REPORT OF TRUSTEES

Trustee Bianco

Trustee Bianco reminded residents about Breast Cancer Awareness Month and where to appeal your taxes if you are in Proviso Township. He also informed everyone that the Village is seeking qualified applicants for the position of Director of Community Development. This is a full time administrative who manages, directs, supervises and coordinates all operational activities of the Community Development Department.

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 September 2023:

Building Reviews and Inspections:

- Presales – The Community Development Department performed 7 single-family inspections and one commercial inspection totaling \$2,848.50 in revenue.
- Permit Totals – The Community Development Department issued 55 residential and commercial permits totaling \$33,613.20 in revenue.
- Permit Submittals – 41 residential and commercial permits were submitted for review.
- Inspections – 115 building inspections were conducted.

New Businesses:

- A construction permit was issued for Kids Empire that will be opening in the North Riverside Park Mall next to the JC Penney. Kids Empire is an indoor play area that provides a fun, safe, and adventurous environment for kids to play with their family and friends.

Grand Opening

- Grand Opening & Ribbon Cutting Ceremony for Tide Laundromat at 1730 S. Harlem Avenue was held on Friday, October 13th. They use technology to make doing laundry faster, in and out in under 35 minutes, and all laundry supplies are included. Download their app and pay through the app for faster service.

REPORT OF TRUSTEES (continued)

Code Enforcement

Staff issued 304 door hangers to residents who properties were flagged for property maintenance issues. Follow up inspections for these properties are scheduled to take place within the next week. Properties not in compliance will receive a final Notice of Violation in the mail.

Alley inspections are continuing throughout the town to check for overgrowth in the alley as well as weeds and exterior storage. Staff has noticed many properties are not maintaining the overgrowth and weeds in their rear yard and alley. Due to the large amount of properties that are in violation, Staff has issued courtesy notices to all the properties on the block. Re-inspections of the alleys will be taking place this week and the following week with final Notices being sent to properties that have not complied. In addition, Staff is still noticing residents with overflowing garbage and large items being placed in the alley and parkway days before scheduled pick up. Large items cannot be placed in the parkway or alley until the day before scheduled pick up. If the resident has scheduled a special pick up with Lake Shore Recycling, please contact the Community Development Department and let us know. Please help keep the alleys clean of debris and rodents by checking your property on a regular basis and removing any weeds and overgrowth.

Fall is here, which means leaves will be falling from the trees. Blowing leaves in the street causes clogged sewers, which can result in the streets flooding, and create a hazard to road users. Please bag the leaves and place by your garbage cans for removal. North Riverside Municipal Code does not permit residents to deposit grass clippings, leaves, or tree trimmings in the street, alley or other public place. Residents in violation will receive a Notice of Violation that can result in citations issued to the property owner.

Falling leaves also cause clogged gutters. Staff has received numerous complaints regarding roof drains and sump pump discharges as well as overflowing gutters that cause water to pool between the properties. Discharges need to be located at least five (5) feet from the property line and cannot be directed towards your neighbor's property. Please check your gutters to make sure they are not clogged and the water is flowing. This helps prevent flooding on your property as well as your neighbor's property.

If you are planning any projects, please check our website to see if a permit is required and what is needed for submitting. Permits can also be submitted through the website.

Rodent Abatement:

For the month of September 2023, the Community Development Department received 9 calls from residents reporting rodent activity in the alley and on private property. First Illinois Systems reached out to each of the residents and conducted inspections of their property and surrounding area to determine the reason for the activity and to check for any evidence or

REPORT OF TRUSTEES (continued)

rodent harborage. Two of the properties were confirmed to have burrows on their property and were treated and being monitored by First Illinois Systems. Additional bait boxes were placed in alleys that have seen rodent activity.

Bait boxes are checked weekly and food replaced. Evenings are usually the time when people will see rodent activity, which is why First Illinois Systems conducts evening inspections of the

alley. When activity is noted, the technicians will check for any evidence of rodent harborage and areas that need to be addressed. If you see rodent activity on your property or in the alley, please reach out to the Community Development Department so we can check the site and address immediately.

First Illinois Systems and our inspectors are currently working with a couple of residents regarding possible rodent harborage in garages that are being used for storage. As mentioned in previous reports, residents that use their garage for storage need to check the interior and exterior of the garage to make sure there are no access points. Garages provide protection from the elements and many items stored in garages are good for rodents, such as bird seed and grass seed. To help prevent rodents from entering your garage, you need to make the garage as unappealing as possible. Here are some tips to help rodent proof your garage:

- Keep grass seed, dog food and bird seed in sealed containers or bins.
- Reduce clutter and keep things organized.
- Seal cracks and gaps leading into the garage.
- Cut back tree branches that touch the roof of the garage.
- Move trash containers outdoors and seal them tightly.
- Store firewood outdoors and as far away from your garage and house as possible.

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

Trustee Czajka

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

- We are offering Weight Training, a new cooperative program with Riverside Parks & Recreation. This program for adults will be held on Thursdays from 6:05 to 6:35pm starting October 26 or Saturdays from 10:05am to 10:35am starting October 28. Visit the North Riverside Parks & Recreation Department to register.
- Adult Table Tennis has started up. The drop-in program is held on Wednesdays from 7:00pm to 10:00pm in the Community Room. Contact the Recreation Department for more information.

REPORT OF TRUSTEES (continued)

- There will be a trip preview on November 9 at 6:30pm for the Costa Rica trip in February and the Cuba trip in October of 2024. Please attend to find out more information regarding these two trips.
- We have sold out for vendors for the Holiday Bazaar craft show. Come on out to the Village Commons on Sunday, October 22 from 9:00am to 2:00pm to kick off your holiday shopping. Crafter will be selling jewelry, skin care items, paintings, photographs, and Halloween, Thanksgiving and Christmas crafts.
- We still have tickets available for “It’s A Wonderful World” at Cadillac Palace. We will be taking a trip to the new musical about jazz legend Louis Armstrong on Wednesday, October 25. Purchase tickets at the Recreation Department office.
- Show off your holiday spirit and enter the Holiday Home Decorating Competition for Halloween. Participants must pre-register and have their lights on between 6:00 -7:30pm on October 26.
- The Great Pumpkin Challenge will be held on Tuesday, October 24 from 6:00 to 7:30pm. This event for all ages includes a flashlight pumpkin hunt in Commons Park. Pre-register at the Parks & Recreation office.
- There is still time to participate in the Scavenger Hunt for the 100th Anniversary. Look on the North Riverside Parks & Recreation facebook page or visit the Recreation office prior to October 19 to get the first clue. Everyone who completes the hunt by October 19 will be entered in a drawing to win great prizes.

Trustee Flores-Absent

Trustee Santucci

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

North Riverside Police Department September Activity Report

	Sep-23	YTD
Calls for Service	1,501	12,592
Traffic Stops	393	2,499
Moving Violations	234	1,829
Village Ordinance Citations	490	4,714
<i>(includes parking, equipment and minor criminal offenses)</i>		
Vehicles Impounded	21	266
Impound Fees Collected	10,500	127,500

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Firearms Seized		
Recovered Stolen Vehicles	2	33
Overweight Truck Violation	1	11
Arrests	63	541
DUI Arrests	4	39
Vehicles Booted	1	1,600
Overnight Parking Enforcement		
No Valid Village Vehicle Sticker	34	406
No Parking 2am - 6am	81	984

North Riverside Police Department News

- Officers Ronald Bennett and Meghan Savaglio completed two years of service
- The Department completed its semi-annual CPR/AED training
- Chief Ehrenberg, Deputy Chief Kopka, Commander Boenzi and Sergeant Gaede completed the eight-hour Active Shooter Incident Management training
- Chief Ehrenberg, Deputy Chief Kopka, Commander Boenzi and Sergeant Gaede completed the eight-hour School Safety and Violent Event Incident Management (Reunification) training
- The Pre-Trial Fairness Act was implemented according to the Illinois Safety Act

The prescription drug drop box has been installed in the police station lobby. This program is in collaboration with the Cook County Sheriff’s Office. The box is accessible 24 hours a day.

Fire Department Calls

The Fire Department responded to 271 calls in the month of September. That is an average of 9 calls per day for the month. 5% of the calls were for fire/service calls and 46% were for EMS calls.

Type	Total	Fiscal Year-To-Date
Fire	146	598
EMS	125	628
Total	271	1226

REPORT OF TRUSTEES (continued)

Inspections

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

Inspections	FYTD	Violations	FYTD
25	281	42	217

Training

September 2023: Members of the North Riverside Fire Department attended 109 training classes totaling 261 hours.

Probationary Firefighter Colin McManus completed his orientation and is now counted as man power.

Smoke Detector Installation- Installed 3 smoke detectors in 1 residence

Other Activity:

- Conducted our Annual September 11 Ceremony
- Participated in the Fall Fest and Chili Cook off
- Participated in a Touch-A- Truck Event at the Mall
- Attended 8 Block Parties
- Members of the fire department attended an Active Shooter class in McCook
- Finalized and submitted the GEMT cost report
- Attended the Ribbon Cutting Ceremony at Komarek

Trustee Santucci read the following Request for Board Action:

The fiscal year 2023-2024 approved budget included an allocation for the purchase of a replacement vehicle for the Fire Chief. The Chief’s current vehicle is a 2014 Ford Explorer with over 117,000 miles and is authorized as a village take home vehicle. The purchase of a new vehicle for the Chief will allow the department to have any available vehicle for use by the Deputy Chief upon hiring for completion of site visits and inspections. Upon transfer, this vehicle will no longer be designated as a take home vehicle within the Department.

Department staff received competitive pricing from three (3) local dealerships for 2023 model year sport utility vehicles (SUV). The pricing from each dealership is as follows:

REPORT OF TRUSTEES (continued)

Currie Ford (Frankfort) – 2023 Ford Police Inceptor Utility (\$40,315)
Terry Ford (Peotone) – 2023 Ford Police Interceptor Utility
(\$42,800) vehicles Joe Rizza Ford (Orland Park) – 2023 Ford
Explorer (\$43,600)

Both vehicle models meet the minimum standards of the department. Additional upfitting for lighting, cameras, and functional equipment is needed in addition to the purchase of the vehicle, and price quotes will be solicited at a later date for those costs in accordance with the Village's purchasing policy. Sufficient funds are budgeted for both the vehicle purchase and upfitting costs in the current fiscal year.

Trustee Santucci moved and Trustee Tricoci seconded to authorize the purchase of a 2023 Ford Police Interceptor Utility from Currie Ford of Frankfort, IL in an amount not to exceed \$40,315. Roll Call Vote:

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

NAYS: None

ABSENT: Trustee Flores

Motion carried

Trustee Sarro

The department completed its audit fieldwork for fiscal year 2022-2023 at the end of September. The draft report was provided by the audit team at Lauterbach & Amen this week for review by Village staff before finalizing and publishing at the end of October. The audit and actuarial presentations are tentatively scheduled for the mid November.

Monday, October 16th is the last day to apply for federal assistance from FEMA for any flood damage that occurred over the summer. More information is available on the Village's website and social media pages on how and where to file before the deadline.

The Village's participation in the IT Cooperative with WC3 and the Villages of LaGrange and Riverside is in the final stages of approval. The shared service model is anticipated to result in lower costs and improved efficiencies for managing the Village's IT infrastructure. A job posting for an IT Director (employed by the Village of Riverside) and request for proposal (RFP) for IT contracted services will be available on the Village's website as soon as they are available.

REPORT OF TRUSTEES (continued)

The official sale period for vehicle stickers ended September 30th. Approximately 4,600 stickers and 150 visitor parking permit booklets have been purchased to date, which has resulted in an additional \$15,000 in revenue compared to the same period last year. Staff is working with the Police Department to begin enforcement of non-compliant vehicles. As a reminder, starting November 1st, the cost of vehicle stickers doubles so residents are encouraged to purchase their stickers as soon as possible. Lastly, department staff anticipates providing an update to the Village Board regarding improved overnight permit purchase options in the next few weeks.

Trustee Sarro called for a Committee Meeting for Monday at 6pm to discuss the tax levy and reminded residents there is an additional two weeks to apply for FEMA. The deadline to apply is October 30th.

Trustee Tricoci

Trustee Tricoci submitted the Brookfield North Riverside Water Commission Meeting Minutes to Clerk Ranieri.

In lieu of Trustee Flores's absence, he read both reports from the Public Works Department as follows:

The construction of the Municipal parking lots is well under way. The FD employee parking area, DPW employee parking area, and PD squad car parking area have been completed. The front of the Village Commons should be completed by Wednesday October 18th. Excavation of the main Police lot is complete. All curb replacement has been complete and stone has been backfilled to grade. The installation of brick in the Police lot will begin on Monday the 16th. We anticipate the lot to be completed by Monday the 23rd. Excavation of the main Village Commons lot should begin soon after. The project is currently on schedule for a completion of late November.

The application period for the Village's annual tree planting program closed on October 6th. Four different varieties of tree's were selected by the Village's Forester. Weather permitting tree's will begin to be planted on October 18th.

For the month of September, 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. 18 work tickets were completed. Work tickets are created to identify projects above and beyond the work schedule of Public Works. 3 water leaks were repaired. 1 Water Service Line was replaced. 1 fire hydrant was repaired. 1 failing sewer line was

REPORT OF TRUSTEES (continued)

repaired. 2 storm manholes were repaired. 45 water meter service requests were performed consisting of meter reads, meter leaks, or meter replacement. 69 Julie locate requests were performed to locate underground utilities. The Department completed 6 hours of Occupational & Safety training. The Water Operator completed 2 hours training.

Refurbishment of the Village's 2.5-million-gallon water standpipe is well underway. The interior of the tank has been completely sandblasted and primed. The interior of all the pilasters have been completely sandblasted and primed. The canopy has been completely sandblasted and primed. 40% of the exterior has been sandblasted and primed. All of the weld repairs have been completed. All of the entry points to the tank have been replaced. All necessary upgrades to bring the tank to current state codes have been performed. We anticipated the entire tank to be completely sandblasted and primed by October 23rd. At that point the painting process will begin. Currently the standpipe has passed all inspections. The project is on schedule and we anticipate completion to be sometime mid- November.

Enhancements to the baseball fields at Veteran's Park are currently underway Field 1 has been regraded so that water will not pool in the playing surface. Grass lines have been edged. Field 2 is also being graded and grass along the first and third base foul lines is being replaced. The grass lines on Field 3 will be edged and restored. Field 4 will be completely regraded. Dirt and sod will be added to the edge of the infield eliminating the deep drop off that has developed over the last few years. All of the baseball fields will be ready for play come spring of 2024.

CORRESPONDENCE-None

APPROVAL OF BILLS

Trustee Sarro moved and Trustee Tricoci seconded to approve the List of Bills submitted for this meeting totaling of \$1,069,109.95 and to have them paid out of proper funds when such funds become available. Roll Call Vote:

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

NAYS: None

ABSENT: Trustee Flores

Motion carried

ORDINANCES AND RESOLUTIONS

Trustee Sarro moved and Trustee Bianco seconded to Approve a Resolution Approving an Intergovernmental Agreement for the Provision of Technology Services Among the Village of

ORDINANCES AND RESOLUTIONS (continued)

Riverside, the Village of North Riverside, The Village of LaGrange, and West Central Consolidated Communications (WC3) **(23-R-19)** and to waive the reading. Roll Call Vote:

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

NAYS: None

ABSENT: Trustee Flores

Motion carried

UNFNISHED BUSINESS- None

NEW BUSINESS-None

ADJOURNMENT

Trustee Bianco moved and Trustee Sarro seconded to adjourn this meeting at 7:45 pm. Motion carried unanimously.

Respectfully Submitted,

**KATHY RANIERI
VILLAGE CLERK**