

**VILLAGE OF NORTH RIVERSIDE  
BOARD OF TRUSTEES MEETING SEPTEMBER 21, 2020  
COUNCIL ROOM 7:00 PM**

Clerk Ranieri called the meeting to order with a Pledge of Allegiance and a Roll Call. In attendance were Trustee Czajka, Trustee Demopoulos, Trustee Flores, Trustee Mandel, Trustee Mengoni and Trustee Sarro. Mayor Hermanek was absent.

Others in attendance were Administrator Scarpiniti, Attorney Hayes, Police Chief Garcia, Fire Chief McDermott, Recreation Director Mrozik and Public Works Director Kutt.

In the absence of Mayor Hermanek, Trustee Sarro moved and Trustee Flores seconded to appoint Trustee Mengoni as Mayor Pro Tem for this meeting. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro  
NAYS: None. Motion carried

**APPROVAL OF AGENDA**

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

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro  
NAYS: None. Motion carried

**BIDS**-None

**CASH RECEIPT REPORT**

Trustee Sarro moved and Trustee Demopoulos seconded to approve the Cash Receipt Report for the month of July, 2020 in the amount of \$1,317,657.05 Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro  
NAYS: None. Motion carried

Trustee Sarro moved and Trustee Flores seconded to approve the Cash Receipt for the month of August, 2020 in the amount of \$1,368,904.90. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro  
NAYS: None. Motion carried

## **APPROVAL OF MINUTES**

Trustee Sarro moved, seconded by Trustee Czajka to approve the September 8, 2020 Village Board Meeting Minutes as presented. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro

NAYS: None. Motion carried

## **REPORT OF TRUSTEES**

### **Trustee Czajka- (Judiciary, Ordinances, Recreation)**

Trustee Czajka read the following report from the Parks and Recreation Department:

Please join us this Sunday for Coffee, Cats, Donuts and Dogs. We are happy to have the Hinsdale Humane Society veterinary staff coming to the Village Commons. Over 40 pets received low cost vaccinations. We are grateful for their services. Please reach out to the Hinsdale Humane Society for more event opportunities and to find out about their adoptable pets.

In early October, a Holiday Fun Guide will be released digitally. We will alert our residents and the surrounding communities via Facebook and email. We hope you'll join in on the festive fun.

**Trustee Demopoulos( Streets, Alleys, Sidewalks & Garbage)-** No report

**Trustee Flores- ( Police, Fire & License)-** No report

**Trustee Mandel ( Water, Sewers, Drainage & Zoning)**

Trustee Mandel submitted the Brookfield North Riverside Water Commission Minutes from August 12, 2020 meeting with the Clerk's Office.

Trustee Mandel read an email regarding the funding from Cook County Cares Act. It stated North Riverside has not attended a Webinar yet. In response, Director Scarpiniti stated the Village has already submitted the Letter of Intent and our application has already been submitted and have confirmation from the County. Trustee Mandel mentioned there was a Resolution this evening is regarding the web design and Director Scarpinit mentioned at an earlier time that this expense is believed to fall under provisions of allowable COVID-19 grant expenses from FEMA and Cares Act. Director Scarpiniti explained to Trustee Mandel that our FEMA reimbursement is completely separate and the Village will be submitting for the Website

## **REPORT OF TRUSTEES (continued)**

design under the Village's Cares Act which is different than the Cook County portion. The amount that the village submitted to Cook County is used only for payroll expenses. Trustee Mandel asked if this was a guarantee regarded grant money and Director Scarpiniti mentioned that the Village has already received notification from other governments that have submitted under FEMA that have already been approved not just from Illinois but other states as well.

Lastly, Trustee Mandel congratulated firefighter Richie Gray on his retirement.

### **Trustee Mengoni- ( Finance Health & Appropriations)**

Trustee Mengoni read the following minutes from the Development Committee Meeting held on September 8, 2020:

#### **Committee Members Present:**

Trustee Mengoni, Chairman  
Trustee Flores  
Trustee Mandel

#### **Committee Members Absent:**

Trustee Demopoulos  
Trustee Czajka

Others in attendance were Mayor Hermanek, Trustee Sarro, Administrator Scarpiniti and PW Director Kutt.

The meeting was called to order at 6:37 pm. After the roll call, the Administrator noted there was not a quorum present and therefore, no official action could be taken. A quorum was noted at 6:40 pm with the arrival of Trustee Flores. The following is a summary of the meeting:

**Item #1: Southside Sidewalk Project – Informational Only:** Chairman Mengoni asked for an update on the project. The Administrator informed the committee that our Village Engineer recently learned an environmental study would be required for newly constructed sidewalks being funded through State MFT funds. This is a relatively new requirement by IDOT that Mr. Fitzgerald was unaware of at the time we passed the resolution for the scope of the current MFT project. He estimates the study would delay the project by approximately 6-8 months. The committee did not want to delay the installation of these sidewalks.

A discussion ensued regarding alternative funding for this project. The Mayor recommended the new sidewalks be funded through the municipal gas tax which began on July 1, 2020. These local funds are not as restrictive as State MFT funds and can be used to offset any transportation related expenses including repair and maintenance costs of streets, roads and bridges, direct program expenses related to the enforcement of traffic, railroad or motor carrier laws and the safety of highways, streets, roads, bridges and mass transit. Since the Village

**REPORT OF TRUSTEES (continued)**

would start receiving its local gas tax disbursements this month, the committee unanimously agreed to use the municipal MFT funds to cover the cost of the Southside Sidewalk Program by vote of 4-0, with Trustee Sarro and Mayor Hermanek also in favor.

PW Director Kutt informed the committee that staff was prepared to immediately advertise and solicit bids for this program. While bids were being secured, village staff would contact and meet with all affected homeowners to review the scope and design of the program and determine their desired participation. The goal is for the project to be completed before Halloween.

There being no further business, the meeting was adjourned at 6:48 pm.

Respectfully submitted,

Joe Mengoni  
Trustee Mengoni, Chairman

**Trustee Sarro- (Public Buildings, Grounds, Lights, Transportation, Plan Commission)**

Trustee Sarro read the Administrative Committee Meeting Minutes from the September 8, 2020 meeting as follows:

**Committee Members Present:**

Trustee Sarro, Chairwoman  
Trustee Flores  
Trustee Mengoni

**Committee Members Absent:**

Trustee Demopoulos  
Trustee Czajka

Others in attendance were Mayor Hermanek, Trustee Mandel and Administrator Scarpiniti. The meeting was called to order at 8:00 pm and the following is a summary of the meeting:

**Item #1: Website Design Proposals**

Administrator Scarpiniti provided a brief overview of the request for proposal process for the Village's website design and distributed a summary of proposal costs for review by the Committee. Four proposals were received in May from the following companies:

Civic Plus  
Collabo  
Seven Hills  
Time Zone One

**REPORT OF TRUSTEES (continued)**

All companies, except Collabo, made formal presentations to the committee, with a question and answer session immediately following each presenter.

The Administrator recommended the committee award the contract for the Village’s website design to Civic Plus in the total amount of \$29,376 due to their extensive municipal government clientele, versatility of design, future add-on functionality and pricing. The Committee unanimously agreed with Staff’s recommendation, with Mayor Hermanek and Trustee Mandel also in favor.

There being no further business the meeting was adjourned at 9:09 pm.

Respectfully submitted,

*Terri Sarro*

Trustee Sarro read an Executive Summary stating that in April, the Village solicited a request for proposals for website design and multi-media communication. Four proposals were received and tabulated as follows:

<b>Civic Plus, LLC</b>	<b>\$29,376.25</b>
<b>Time Zone One</b>	<b>\$52,920.00</b>
<b>Seven Hills</b>	<b>\$43,425.00</b>
<b>Collabo</b>	<b>\$74,625.00</b>

On September 8, 2020, detailed presentations were made by all companies, except Collabo, highlighting the branding and marketing strategies recommended for the Village’s new website.

The Village’s website is intended to:

- Market the Village of North Riverside as an attractive community to live, work and visit.
- Act as a vital resource for communication of the village’s emergency preparedness plans and other critical public safety concerns.
- Foster a transparent and inviting environment for the exchange of vital information regarding village services, programs, and financial recourses.

Funding for this project was not provided in the Village’s 2020-21 Annual Appropriation Ordinance, therefore, a supplemental appropriation will need to be passed at a later date.

Trustee Sarro moved and Trustee Demopoulos seconded to award the website design and multi-media communications for the Village of North Riverside to CivicPlus, LLC of Manhattan, KS in the total amount of \$29,376.25 and to direct the Village Attorney to prepare the proper resolution to authorize the Mayor to enter into this agreement for passage. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mengoni, Sarro

NAYS: Trustee Mandel

Motion carried

**REPORT OF TRUSTEES (continued)**

Trustee Sarro reminded all residents about the Census 2020. The Village has actively been publicizing this information and all information has been posted on our village website and Facebook page. The Village has also been working with Cantata to get 100% participation. Census worker will also be at the Village hall from 3pm to 7pm in a drive-up fashion and again on September 30<sup>th</sup> from 4pm-8pm inside the Village Commons.

**MAYORAL REPORT-** No report

**CORRESPONDENCE-**None

**APPROVAL OF BILLS**

Trustee Sarro moved, seconded by Trustee Flores to approve the list of bills submitted for this meeting totaling \$338,459.65 and to have them paid out of proper funds when such funds become available. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro

NAYS: None. Motion carried

**ORDINANCES AND RESOLUTIONS**

Trustee Sarro moved and Trustee Flores seconded to approve a Resolution Authorizing the Execution of a Contract for Web Services with Civic Plus, LLC in the Village of North Riverside **(20-R-11)** and to waive the reading. Roll Call Vote:

AYES: Trustees Czajka, Demopoulos, Flores, Mengoni, Sarro

NAYS: Trustee Mandel

Motion carried

Trustee Sarro moved and Trustee Flores seconded to approve an Ordinance Approving Text Amendments to Title 14 in the Zoning Ordinance Regarding Planned Development Districts and Fees in the Village of North Riverside **(20-O-14)** and to waive the reading. Roll Call Vote:

AYES: Trustee Czajka, Demopoulos, Flores, Mandel, Mengoni, Sarro

NAYS: None. Motion carried

**UNFNISHED BUSINESS**

Clerk Ranieri mentioned that she also had received an email from Cook County in regards to Trustee Mandel's earlier report. She had called the County and spoke directly to Mr. Ty Cratic several days ago regarding this matter and was told that the Village has submitted the application and Letter of Intent and was not sure why Trustee Mandel was given that information.

**NEW BUSINESS-** None

**AUDIENCE**

A resident on Northgate questioned why she received a parking ticket for parking behind her garage. Chief Garcia said he will look into it and was more than likely called in by another resident.

Betty Kolba questioned a low rating on that the Village received from a website called Area Vibe and was concerned about the crime rate that was mentioned on this site. Trustee Demopoulos explained that more than likely the Mall has an impact on that rating which in fact is a separate entity from the Village of North Riverside. Director Scarpiniti also explained that because of the large amount of business in North Riverside those numbers can be skewed on a per capita basis and questioned the validity of that website.

Administrator Scarpiniti introduced our new Fire Chief Bob McDermott to the board.

**ADJOURNMENT**

Trustee Demopoulos moved and Trustee Flores seconded for adjournment of this meeting at 7:30 pm. Motion carried unanimously.

Respectfully Submitted,

**KATHY RANIERI  
VILLAGE CLERK**