

Clerk's Office
Village of Westmont

MINUTES OF THE HYBRID VIRTUAL BOARD MEETING HELD **Thursday, November 19, 2020.**

Mayor Gunter called the meeting to order at **6:00 P.M.**

WESTMONT VIRTUAL VILLAGE BOARD MEETING ROLL CALL:

PRESENT: Mayor Gunter P Clerk Szymiski P

TRUSTEES: Barker P Barry A
Brady P Guzzo P
Liddle P Nero P

STAFF:

May <u>P</u> (Village Mgr)	Parker <u>P</u> (Finance Director)	Sylvester <u>P</u> (Community Dev. Director)
Brainerd <u>P</u> (HR Director)	McIntyre <u>P</u> (Communications Director)	Liljeberg <u>P</u> (I.T. Manager)
Chief Gunther <u>P</u> (Police Dept.)	Dep Chief Thompson <u>P</u> (Police Dept.)	Dep Chief Gruen <u>A</u> (Police Dept.)
Chief Riley <u>P</u> (Fire Dept.)	Olsson <u>A</u> (Assistant Finance Director))	Richards <u>A</u> (Deputy Clerk)
Ramsey <u>P</u> (P.W. Director)	Mielcarski <u>A</u> (Management Analyst)	Mulhearn <u>A</u> (Deputy Liquor Commissioner)

ATTORNEY: Zemenak P Carrara A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Bugle A

CHAMBER OF COMMERCE DIRECTOR: Forssberg - P

THOSE PRESENT RECITED THE PLEDGE OF ALLEGIANCE.

OPEN FORUM:

- No open forum requests.

VOTING KEY: **A=ABSENT** **AB=ABSTAIN** **N=NO** **W=Withdrawn**
 P=PRESENT **Y=YES** **R=RECUSE**

Note: *The items listed in these minutes are summaries only and are not meant to be a direct transcript of the Mayor's, Manager's, Clerk's and Trustees' comments. For actual quotes of the referenced items please refer to the Archival video copy of this meeting.*

VOTING SUMMARY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>
TRUSTEE BRADY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
	<u>10</u>								
TRUSTEE BARKER	<u>Y</u>								
TRUSTEE BARRY	<u>A</u>								
TRUSTEE BRADY	<u>Y</u>								
TRUSTEE GUZZO	<u>Y</u>								
TRUSTEE LIDDLE	<u>Y</u>								
TRUSTEE NERO	<u>Y</u>								

REPORTS

Mayor Gunter

- We will continue to have virtual meetings. There are more restrictions coming down from the State of IL effective tomorrow.
- Asked Fire Chief Riley for a COVID-19 update.
 - There are 14,612 new cases today and 168 new deaths.
 - In DuPage County there are 35,664 in DuPage County and 661 deaths.
 - There are 941 cases in Westmont and we have had 169 new cases in the last 14 days.
 - The daily case rate in DuPage County is averaging 700 cases. In the month of May it was 200. We are 3.5 x's higher than that rate.
 - Hospital emissions are high. The three local hospitals: Hinsdale, LaGrange, and Good Samaritan are almost at max capacity.
 - The cases are increasing for people ages 20 - 39 and 40 - 59.
 - The DuPage County Health Department and the Governor is discouraging family gatherings other than immediate family in the household.
 - If you were in contact with someone who was infected with COVID you must quarantine for 14 days.

- Testing sites are slammed currently and PCR is considered the gold standard with the highest reliability.
- We are going to Tier 3 resurgence mitigation starting basically tonight at 12:01am. All bars and restaurants must close at 11:00pm starting tomorrow and may not reopen earlier than 6:00am. No indoor service whatsoever and also indoor video gaming terminals must be suspended for operations. There will be no indoor group classes at health and fitness centers and face coverings must be worn at all times including when they are exercising.
- Hotels can only have 25% of their capacity. The fitness area in the hotels must be closed.
- All indoor gaming and casinos must close.
- We need to work together to keep our distance, wear our masks and wash your hands.
- For restaurants you can still have outdoor seating but indoor seating is not allowed.
- Invited Chief Gunther to the podium to talk about accreditation.
 - Introduced Chief Jogmen from the Highland Park Police Department. He is the 2nd Vice President of the Illinois Chiefs of Police Association. He is a former assessor for his Police Department and he's currently an assessor of the ILEAP program. He will present the Westmont Police Department with a plaque that recognizes the accreditation.
 - Introduced Sergeant Gomorzak, and thanked him for all of his hard work for this achievement. He is the Accreditation Manager.
 - Chief Gunther talked about different facets of the accreditation and what is needed to achieve this designation.
 - Chief Lou Jogmen was invited to the podium. He talked about accreditation and its importance. He explained how it reduces liability and makes a police department more efficient. Congratulated the Westmont PD on their accomplishment and presented Chief Gunther with the plaque.
- Talked about the 100th anniversary celebration. We are celebrating our 99th Anniversary today.
 - To celebrate going into the 100th year, the police department started us off with the accreditation award.
 - Asked Larry McIntyre to talk about the *Future of Westmont Contest*.
 - Larry talked about Sabrina Sebastian. She has participated in many of our contests over the years.
 - Sabrina is a freshman in highschool. She read her essay.
 - Larry talked about the last mural by artist, Fanny Moi. The final mural will be debuted next year on the 100th anniversary.
- Asked Mike Ramsey to give a recap of the Westmont Public Works Dedication Ceremony, which was held on our 99th Anniversary.

- Mike talked about the ribbon cutting ceremony. Two ceremonies were held. The first one was for Public Works staff and the second was for the Village Board and Department Heads. Mike thanked everyone for all of their work and involvement.
 - He hopes that sometime in 2021 we can give a tour of the new facility.
- Westmont has published a historical booklet called "Images of America: Westmont" It was written by Maggie South. Order information is on the village website: westmont.illinois.gov. Printed copies of the book will be available starting January 4, 2021.
- The Westmont Historical Society has donated historical images to the Village of Westmont to be displayed at Village Hall.
 - Larry McIntyre showed some pictures of events that have occurred in Westmont.
- The logo was unveiled for the 100th Anniversary.
- Mayor Gunter asked Manager May up front and presented him with a 30 year recognition plaque for his years of service.

Village Clerk Szymski

- Due to the COVID-19 resurgence, beginning November 23rd, Westmont Village Hall will be open to the public from 12pm - 3pm from Monday - Friday. The modified schedule will be in place at least through Friday, December 4th.
 - You can pay bills online by clicking on the "make a payment" icon or bill payments can be dropped off at the drop box located near the commuter train station.
- Candidate packets are available for pick up from the Clerk's Office.
- Positions up for election in April 2021 are: Mayor, Clerk, 3 Village Trustees, 3 Library Trustees.
- Candidates can go out and obtain petitions for the April election.
- Village offices will be closed for the Thanksgiving holiday on November 26 & 27.
- The Lions Club is having a drive-up pancake breakfast that is this coming Sunday, November 22nd. This is a fundraiser for the Lions Club and you can sign up at westmontlions.com

Trustee Nero

- The next Public Works Committee meeting is scheduled for December 17th, 4:30p.m. It is likely to be a hybrid meeting.
- Now through November 27th you can put out your leaves for free. They have to be in craft paper bags and there is no limit.
- Commented on the Public Works building. It was an exciting day and an exciting project for the Village.
- Alley C is 100% complete and is open for public use.
- The Holly Days lights & wreaths will be completely finished and lights will be on by Friday.

Trustee Liddle

- Recapped the Administrative / Finance Committee meeting that was held this afternoon. Finance Director Parker updated the Village Board on the current financial shape of the Village. We are currently in good shape, but we don't know how the next few months will affect this report.
- Discussion was held on the local business economic relief. This information will be passed along to the restaurants tomorrow morning.
- Information was given to us regarding Infosend, our E-billing firm which we will be able to send our water bills electronically only now.
- The Westmont Special Events has published several virtual Thanksgiving themed events that are on the Village website and on Facebook.
- The Holly Days Drive-Thru Breakfast is on Sunday. Be sure to order your tickets now for the event.
- There is a Holly Days food drive beginning November 22nd and it will end on Sunday, December 17th. Drop off locations are at the Park District, Library, and the Police or Fire Departments. These donations all benefit our local People's Resource Center.

Trustee Johanik-Guzzo

- Congratulations to the Police Department on their two tier accreditation.
- The next Public Safety Committee will be next year. Stay tuned for details.
- Wished everyone a safe and happy Thanksgiving holiday next week. Please be safe out there.

Trustee Barker

- The Environmental Improvement Committee will meet in December via Zoom.
 - Gave an update on the pumpkin composing event. It was very successful. 249 cars participated and over 5.5 tons of pumpkins were collected.
 - Thanked the Committee who did the work.
- Unwanted holiday lights can be recycled at the two drop off locations, which are the Westmont Public Library and the South Fire Station. The Holiday Lights Recycling program will run through January 31st.
- The Cooking Oil Recycling Event is taking place on November 28th from 9am - 12pm at the Downers Grove Sanitary District. Bacon grease or other solid animal fats will not be accepted.

Trustee Barry's report was given by Mayor Gunter

- The Economic Development Committee meetings have been cancelled through the end of the 2020 year and into next year until meetings can resume in Village Hall. At this point the committee has been placed on hold.
- Items on the December Planning and Zoning Committee meeting agenda include: (1) Draft new rules for parking in the downtown (B-1 district); (2) Draft new rules for parking at multi-tenant commercial buildings (strip malls); (3) A request for a fence variance for the property in the southwest corner of Ridge at 63rd; and (4) A request for the required special use permit for a hair salon business to move into an available space at 22 N.

Cass. These items will be reviewed at the December Planning and Zoning Commission meeting before they are presented to the Village Board.

Trustee Brady

- The Fire Dept, Community Dev Dept, Administration Dept, and Chamber of Commerce continue to work with local businesses that want to have tents for outdoor seating. These requests have become more challenging as many businesses want to have heaters inside these tents, which can present fire and life safety concerns. Staff will continue to work with these businesses that want tents while also ensuring any tents that are permitted are safe.
- The Chamber of Commerce is hosting a raffle in lieu of the Winter Ball this year. It will be a virtual celebration launched on December 5th with Santa Claus making an appearance. The District 201 Glee Club and Salt Creek Ballet will also be attending via Zoom. Tickets can be purchased online at westmontchamber.com

ITEMS TO BE REMOVED FROM CONSENT AGENDA:

There are no items to be removed from the consent agenda.

(1) CONSENT AGENDA [Omnibus Vote]:

Village Manager May addressed the Board on this agenda item.

Motion by **Trustee Liddle** to approve the consent agenda.

(A) BOARD MEETING MINUTES

Board to consider approving the minutes of the Village Board meeting held **November 5, 2020**.

(B) FINANCE ORDINANCE #14: Dated **November 19, 2020** in the amount of **\$ 1,816.765.09.**

(C) PURCHASE ORDERS

21201050	NCR Payment Solutions	\$ 42,000.00
21201051	Marathon Petroleum	120,000.00
21200944	Baxter & Woodman	24,300.00
21201019	DuPage Metropolitan Enforcement Group	108,284.00
21201040	Industrial Organization	24,000.00
21201020	Zoll Medical Corporation	30,706.26
TOTAL OF PURCHASE ORDERS		\$ 349,290.26



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(D) TOTAL OF PURCHASE ORDERS & FINANCE ORDINANCE: \$ 2,166,055.35

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #1

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

UNFINISHED BUSINESS

There is no unfinished business.

NEW BUSINESS

(2) PROPOSED AGGREGATE TAX LEVY

Finance Director Parker addressed the Board on this item.

Motion by **Trustee Nero** to consider a motion determining the proposed aggregate tax levy.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #2

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(3) PROPOSED AGGREGATE TAX LEVY - WESTMONT SPECIAL SERVICE AREA 2

Finance Director Parker addressed the Board on this item.

Motion by **Trustee Liddle** to consider a motion determining the proposed aggregate levy for Westmont Special Service Area 2.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #3

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry



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(4) INTERGOVERNMENTAL AGREEMENT - DUPAGE COUNTY

Public Works Director Ramsey addressed the Board on this item.

Motion by **Trustee Brady** to consider an ordinance approving an Intergovernmental Agreement (IGA) with DuPage County for the installation and maintenance of folding stop signs at signalized county highway intersections.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #4

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(5) BOUNDARY LINE AGREEMENT - WILLOWBROOK - 3RD AMENDMENT

Village Manager May addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance authorizing an amendment to the Intergovernmental Jurisdictional Boundary Line Agreement with the Village of Willowbrook.

Seconded by **Trustee Guzzo** and the motion passed.

VOTE ON MOTION #5

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(6) ECONOMIC RELIEF PROGRAM AMENDMENT

Finance Director Paker addressed the Board on this item

Motion by **Trustee Liddle** to consider an ordinance amending the Village of Westmont Economic Relief Program to include a Community Event Continuity Grant.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #6

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry



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(7) COVID-19 ECONOMIC ASSISTANCE PAYMENTS

Finance Director Parker addressed the Board on this item.

Motion by **Trustee Brady** to consider an ordinance authorizing COVID-19 Economic Assistance Payments to Westmont businesses that pay Places for Eating tax.

Seconded by **Trustee Guzzo** and the motion passed.

VOTE ON MOTION #7

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(8) REFUND OF FEES

Finance Director Parker addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance approving the following:

- Refund of paid 2020 business license fees for all businesses established by March 1, 2020.
- Partial refund of paid 2020 liquor license fees for all restaurants and bars which hold a Class 1, 2, 3, 4, 8, & 14 liquor license established by March 1, 2020.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #8

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(9) UTILITY BILLING AND MAILING SERVICE AMENDMENT

Finance Director Parker addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance amending the agreement with Infosend to provide for e-billing services.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #9

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry



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MISCELLANEOUS:

- Mayor Gunter wished everyone a safe and Happy Thanksgiving. Please follow the instructions that the State of IL and Chief Riley has given so that we can all remain safe and enjoy the holidays.
- Trustee Liddle expressed condolences to the Michelak family on the loss of their patriarch, Jerry.

(10) ADJOURNMENT

Motion by **Trustee Liddle** to adjourn the meeting.

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #10

Ayes: Barker, Brady, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

MEETING ADJOURNED AT 7:05 P.M.

ATTEST:

APPROVED:

Virginia Szymski, Village Clerk

Ronald J. Gunter, Mayor

Dated this 17th day of December, 2020