



Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

Village President
Rodney S. Craig

Village Clerk
Eira L. Corral Sepúlveda

Trustees
James Kemper
Fanny Y. López Benítez
Herb Porter
Bob Prigge
Rick Roberts
Sharmin Shahjahan

Village Manager
Juliana A. Maller

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR MEETING 2121 Lake Street, Hanover Park, IL 60133

Thursday, March 19, 2020
7:00 p.m.

MINUTES

1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 7:00 p.m.

Village Clerk Corral Sepúlveda took roll call:

PRESENT: Trustees: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts

ABSENT: Trustee(s): None

Quorum established.

ALSO PRESENT: Attorney Bernie Paul, Village Manager Maller and Department Heads.

2. PLEDGE OF ALLEGIANCE

Recital of the Pledge of Allegiance.

President Craig's opening comments reflected engagement with State, County, Federal and neighboring community leadership about COVID-19 measures. He noted that tonight's meeting will be held primarily remotely with the exemption of Trustee Roberts and Village Clerk Corral Sepúlveda in attendance at the Police Community Room. He noted that the meeting's audio will be broadcast via Facebook Live and that public questions submitted electronically would be read during the meeting.

3. ACCEPTANCE OF AGENDA

Motion by Trustee Roberts and seconded by Trustee Kemper to accept the consent agenda.

Trustee Shahjahan requested that items 6-A.1, 6-A.2, 6-A.3 and 6-A.9 be removed from consent agenda.

Trustee Porter requested that items 6-A.4, 6-A.5, 6-A.6, and 6-A.8 be removed from consent agenda.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts

NAYS: None

ABSENT: None
ABSTENTION: None

Motion carried.

4. PRESENTATIONS

- a. Tea Time Event – Commendation Letter

TOWNHALL SESSION

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes

Mr. Michael Davis noted that the Village Hall closure has caused hardship on residents.

6. VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG

President Craig spoke to the shelter at home recommended procedures and encouraged all to stay at home.

President Craig congratulated Village Clerk Corral Sepúlveda on her election to the MWRD Commissioner Board.

Motion by Trustee Roberts and seconded by Trustee Shahjahan to approve by omnibus vote the items on the Consent Agenda.

No objections.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

6-A.7 (C.A.) Motion to accept the lowest responsible bid and award contract for sidewalk, curb and gutter removal and replacement to Suburban Concrete Inc. in an amount not to exceed \$203,600.00 and authorize the Village Manager to execute the necessary documents.

6-A.10 (C.A.) Motion to consent to the appointment of the Fire Chief to the role of the Emergency Management Coordinator for the Village of Hanover Park.

6-A.1 Motion by Trustee Kemper and seconded by Trustee Shahjahan to accept a proposal from S.B. Friedman for Village Center Development Advisory Services an amount not to exceed \$121,500 and authorize the Village Manager to execute the necessary documents.

Trustee Shahjahan spoke to agenda items 6-A.1, 6-A.2 and 6-A.3 collectively noting that the Village Center Project is costing \$4 million dollars and noted her concern due to the COVID19 public health crisis and economic uncertainty it may not be the best time for the Village to be investing so much money knowing that our businesses have lost revenue and may require some assistance from the Village via the TIF Fund. She asked that the Board discuss this issue.

Trustee Porter noted that he agreed with Trustee Shahjahan's assessment and believes that conducting business as usual during this unprecedented time could be viewed as questionable by our residents and that he is in favor of the removal of non-essential said expenditures from consideration at this time.

Trustee López Benítez concurred with Trustee Porter and Trustee Shahjahan and noted that we may have to provide support to our small businesses.

Village Manager Maller noted that the 6-A.3 project will be funded by TIF 3 monies, and that 6-A.1 and 6-A.2 relate to the next planning phase of the project and that approval at this time is required in order to move the project forward without delays and having to re-bid the project next year.

Attorney Paul noted that the bids were received on February 27, 2020 and that action must be taken within 45 days, which is by April 12, 2020. He asked if the vendor would consider an extension.

Discussion ensued. Questions fielded and answered.

Trustee Roberts noted that this project would keep people working but that no employment benefit to our residents is evident.

Motion by Trustee Kemper and seconded by Trustee Shahjahan to table agenda item 6-A.1

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion to table is carried.

6-A.2 Motion by Trustee Roberts and seconded by Trustee Kemper to approve an agreement with The Lakota Group for Village Center Development Professional Planning and Advisory Services in an amount not to exceed \$22,310 and authorize the Village Manager to execute the necessary documents.

Motion by Trustee López Benítez and seconded by Trustee Porter to table item 6-A.2.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion to table is carried.

6-A.3 Motion by Trustee Roberts and seconded by Trustee Kemper to award a contract for the Ontarioville Town Center Improvements to A Lamp Concrete Contractors, Inc. in an amount not to exceed \$3,383,579.03 and authorize the Village Manager to execute the necessary documents. Further, to ensure that the project stays on schedule and without delays, authorize the Village Manager to expend up to 10% contingency in an amount not to exceed \$338,357.90, for a total of \$3,721,936.93, for potential change orders for additional work during the construction phase.

Motion by Trustee Shahjahan and seconded by Trustee Roberts to table item 6-A.3.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion to table is carried.

6-A.4 Motion by Trustee Roberts and seconded by Trustee Kemper to award the contract for the Water Systems Improvement/Well Piping Modifications to Dahme Mechanical Industries, Inc. in an amount not to exceed \$384,999.99. Further, authorize the Village Manager to expend a contingency amount not to exceed \$38,499, for a total of \$423,498.99, for possible change orders for additional work, and authorize the Village Manager to execute the necessary documents.

Trustee Porter asked if this project is essential to the daily operations of the Village at this time. Village Manager Maller noted that this contract was important to approve in 2020 in order to stay compliant with the agreement the Village has with JAWA.

Attorney Paul enquired as to the date of the bid. It was answered that the bid opening was held on February 20, 2020. Attorney Paul noted that the bid would have to be decided upon by an April 5, 2020 deadline.

Questions fielded and answered on the essential nature of the project. Attorney Paul clarified that this project creates an obligation for the Village to complete. Staff reaffirmed that the contract was important for compliance under our JAWA agreement.

Trustee Kemper called the question.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

6-A.5 Motion by Trustee Prigge and seconded by Trustee Shahjahan to approve the proposal from Baxter & Woodman Consulting Engineers for Construction Engineering Services for the Water System Improvements/Well Piping Modifications in the amount of \$56,350 and to authorize the Village Manager to execute the necessary documents.

No Questions.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

6-A.6 Motion by Trustee Roberts and seconded by Trustee Kemper to accept the proposal from RJN Group for professional engineering services related to the MWRD Priority Area Sanitary Sewer Evaluation Survey and Additional Sanitary Sewer Services in an amount not to exceed \$59,695.00 and authorize the Village Manager to execute the necessary documents.

Trustee Porter asked if this project is essential to the daily operations of the Village.

Village Manager Maller and Public Works Director Moore noted that this project can be delayed without injury to daily operations and/or contract terms.

Motion by Trustee Kemper and seconded by Trustee Roberts to table agenda item 6-A.6.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts

NAYS: None
ABSENT: None
ABSTENTION: None

Motion to table is carried.

- 6-A.8** Motion by Trustee Roberts and seconded by Trustee Kemper to approve an agreement with GeWalt Hamilton in an amount not to exceed \$19,000 to provide for engineering services for the final plan design, of the final phase of the Hanover Park Sports Complex and authorize the Village Manager to execute the necessary documents.

Trustee Porter asked if this project is essential to the daily operations of the Village.

Discussion ensued regarding grant funding provided by the State for this project.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

- 6-A.9** Motion by Trustee Roberts and seconded by Trustee Kemper to approve the cancellation of the regular Village Board meeting date of April 2, 2020.

Consensus by Board to continue with the meeting schedule without cancellation of meetings due to the current state of events. Discussion ensued, questions fielded and answered.

Trustee Kemper called the question.

Roll Call:

AYES: Roberts
NAYS: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
ABSENT: None
ABSTENTION: None

Motion failed.

- 6-A.11** Motion by Trustee Roberts and seconded by Trustee Shahjahan to pass an Ordinance Authorizing an Eighth Amendment to the Fiscal Year 2019 Budget of the Village of Hanover Park. *A two-thirds vote of the corporate authority is needed.*

No questions.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

- 6-A.12** Motion by Trustee Roberts and seconded by Trustee Kemper to pass an Ordinance Authorizing a third amendment to the FY 2020 Budget of the Village of Hanover Park. *A two-thirds vote of the corporate authority is needed.*

Trustee López Benítez asked if this was essential to the daily operations of the Village. Village Manager Maller noted that it is.

No further discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
None
ABSTENTION:

Motion carried.

- 6-A.13** Motion by Trustee Roberts and seconded by Trustee Kemper to establish a purchase order to Mohawk Lifts for the purchase of four (4) heavy-duty truck hoist with jack stands and wheel dolly in an amount not to exceed \$77,468.68 and authorize the Village Manager to execute the necessary documents.

No discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
None
ABSTENTION:

Motion carried.

- 6-A.14** Motion by Trustee Roberts and seconded by Trustee Kemper to authorize the Village President and Village Manager to execute the Agreement, dated May 1, 2019 to April 30, 2022, between the Village of Hanover Park and SEIU, Local 73 (Part-Time Firefighters).

No discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
None
ABSTENTION:

Motion carried.

- 6-A.15** Motion by Trustee Roberts and seconded by Trustee Prigge to pass an Ordinance related to the emergency created by the impact of the COVID-19 virus.

Motion by Trustee Shahjahan and seconded by Trustee Porter to amend ordinance language in Section 9, "That the Village Manager, is hereby authorized" to read as follows "That the Village Manager, shall extend deadlines for payment related to any amounts due and owing to the Village including temporarily suspending water shut offs during the duration of this Ordinance"

Discussion of impact of the ordinance. It was noted that this policy aligned with actions taken by other municipal government entities and it would not mean that payment would not have to be made, but rather provide extensions and to suspend shut offs.

Trustee Porter attempted to make a second motion to amend. Clerk Corral Sepulveda noted that there was currently a motion on the table to amend made by Trustee Shahjahan. Attorney Paul suggested to take a roll on the existing motion on the table.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion to amend ordinance is carried.

Motion by Trustee Porter, no second, to amend ordinance language in Section 9, "That the Village Manager is hereby authorized to extend any timeframe for payment, late fees or filing related to Village ordinance violations in recognition of the emergency." To read as follows "That the Village Manager shall extend any timeframe for payment, late fees or filing related to Village ordinance violations in recognition of the emergency."

Discussion ensued, questions were fielded and answered. Village Manager Maller noted that unlike Section 9's specificity to water billing, Section 8 was a more general provision. Trustee Lopez Benitez requested a listing of fees that would be addressed by Section 8.

Village Manager Maller requested that Attorney Paul brief the board on the purpose of keeping Section 8 general in language. Attorney Paul noted that the reason for the general language was to give discretion to the Village Manager during the emergency period. Suggested the board ask under what circumstances this would be done, but the intent is to give flexibility and cautioned that the previous motion did not provide flexibility, but rather made it required.

Furthermore, Atty Paul noted that there are several different types of issues of filings, fees and fines throughout all the Village's Ordinances that are amenable to extend and others that are not. It was noted that there was not a proper analysis of the ordinances to provide a definitive list The language allows for the Village Manager to analyze the circumstances on a case by case basis.

Discussion ensued on flexibility provided to the Village Manager and communications to Board Members and residents.

Attorney Paul suggested to add the language "encourage".

Motion by Trustee Shahjahan and seconded by Trustee Roberts to amend the ordinance in Section 8, to read from "That the Village Manager is hereby authorized to extend..." to "That the Village Manager shall be authorized and encouraged to extend" the timeframe for payment of violations and waiving the late fees during the duration of this emergency declaration.

Village Clerk requested that the information of decisions get compiled and provided to the Board and made available for public viewing.

Discussion regarding circumstances that would merit consideration of an extension and late fee waivers.

Roll Call:

AYES: Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: Porter
ABSENT: None
ABSTENTION: None

Motion to amend is carried.

Motion by Trustee Shahjahan and seconded by Trustee Kemper to amend the ordinance and add "Section

15: the Village Manager shall provide daily briefings or within 48 hours for major actions taken by the Village with regards to this emergency”.

Village Manager Maller noted that staff will be overburdened by being tasked with another report and that it is unclear whether the level of detail will be any different than what is already being provided to the Board.

Discussion ensued, questions fielded and answered.

Trustee Shahjahan expressed her concern is in not having enough information prior to press releases being sent out to the public.

Clerk Corral Sepulveda noted her disagreement because the Village has a manager form of government to conduct daily operations. She noted her concern in delay decisions and communication information to the public. But, agreed that informing the board of emergency decisions is critical so that they could also make the public aware.

Discussion regarding informing the board on policy issues with enough time, with the understanding that the manager is to make decisions regarding procedures and operations. Village Manager Maller noted that she could send an email on important matters, instead of sending a formal summary report. She also noted that staff will be pushing to use the website and social media to communicate information in a fluid situation.

Trustee Shahjahan and Trustee López Benítez noted the lack of access by residents to our website and social media and suggested that a mailer or robocalls be sent to residents as an outreach effort to share information.

Trustee Roberts called the question.

Roll Call:

AYES: None
NAYS: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
ABSENT: None
ABSTENTION: None

Motion to amend the ordinance by adding Section 15: failed.

President Craig asked that we call the motion as amended.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried for the ordinance as amended.

6-A.16 Motion by Trustee Roberts and seconded by Trustee Porter to approve Warrant 3/19/2020 in the amount of \$1,719,684.92.

No discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

6-A.17 Motion by Trustee Roberts and seconded by Trustee Kemper to approve Warrant Paid in Advance (2/28/2020-3/13/2020) in the amount of \$702,424.38.

No discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

6-A.18 Motion by Trustee Roberts and seconded by Trustee López Benítez to approve January 2020 P-Cards in the amount of \$30,048.57.

No discussion.

Roll Call:

AYES: Porter, Kemper, López Benítez, Shahjahan, Prigge, Roberts
NAYS: None
ABSENT: None
ABSTENTION: None

Motion carried.

7. VILLAGE MANAGER’S REPORT

a. Fire Station #2 Development

Village Manager Maller spoke to the outline provided in the packet and made herself available to questions from the Board.

No questions from the Board.

b. Village Operations Update

Village Manager Maller noted that the information had previously been provided to the Board and that most of the update information had already been covered in this meeting through discussion and conversation.

Trustee López Benítez asked Village Manager Maller to recommend what direction can be given to a resident who has questions relating to procedures set in place during this emergency timeframe.

Village Manager Maller recommended that residents with any questions should be directed to call the Village Hall main phone number and that the caller would be routed to the appropriate staff for assistance.

Trustee Shahjahan inquired as to how we can reach out to residents other than our website or social media because not all residents are being reached and that it is important for us to reach all residents during this emergency.

Village Manager Maller noted that information regarding Village Hall closure and payment accessibility has been posted on electronic signs at the entrance to Village Hall, on Barrington Road by the Sports Complex, and on Barrington Road by the shopping center complex. Furthermore, a Press Release had been issued, in English and in Spanish, and that the information can also be

found on the Village website. She noted that she is available to discuss and identify other outreach measures with the Board.

When asked by Trustee López Benítez and Trustee Porter if the information can be displayed in Spanish on the electronic signs Village Manager Maller noted that the information on the signs on Barrington Road may be translated into Spanish and that she would investigate that possibility.

Discussion ensued, questions fielded and answered.

8. VILLAGE CLERK'S REPORT – EIRA L. CORRAL SEPÚLVEDA

Village Clerk Corral Sepúlveda referenced that information is provided and updated by the Governor, by the Mayor of Chicago, and the Cook County President. But noted that she is concerned that information is not widely accessible to Hanover Park residents. She noted her concern for residents without safety nets as they face the economic impact of the COVID19 Public Health Crisis. She stressed that communicating to our residents is challenging and that she supports additional outreach efforts via mail and perhaps by implementing a phone messaging system.

Village Clerk Corral Sepúlveda encouraged all to check on their elderly neighbors and to help one another.

President Craig noted that he is confident that staff is hearing our direction and will work to communicate that on multiple fronts.

9. CORPORATION COUNSEL'S REPORT – BERNARD Z. PAUL

Attorney Paul noted that he viewed Village President Craig's Emergency Declaration on channel 7 news and that he wanted to congratulate Village Clerk Corral Sepúlveda on her recent primary election for Commissioner on the Metropolitan Water Reclamation District Board for Cook County.

10. VILLAGE TRUSTEES REPORTS

10-A. HERB PORTER

Trustee Porter congratulated Village Clerk Corral Sepúlveda on her recent primary election victory for MWRD Board and thanked Village Manager Maller and staff for their efforts to provide the best service to our residents.

Trustee Porter noted that he is concerned that many of our residents do not have internet and that the school children are not able to access the school curriculum activities. He is asking that we compile a list of resources that our residents can seek including; food services, food distribution, health services, and internet services and any other resources that may be helpful and available to them. He noted that he understands that staff is very busy, but that he would like to include a reference list in the newsletter that Trustee Shahjahan and Trustee López Benítez are working on as we head towards the peak of this pandemic.

Village President Craig noted that he had been in touch with Comcast and noted that there is a concerted effort with Comcast and the schools to provide internet connectivity for the school children who do not have access to the internet.

10-B. JAMES KEMPER

Trustee Kemper congratulated Village Clerk Corral Sepúlveda on a successful primary election for MWRD Board and congratulated staff on all their efforts during this unprecedented time.

Trustee Kemper added, that several businesses are flushing paper towels and wipes thus clogging the sewage system. He asks that the message for people to not flush anything other than the recommended paper product be distributed.

10-C. FANNY LÓPEZ BENÍTEZ

Trustee López Benítez thanked staff for their hard work and offered translation assistance should they need to compile information.

Trustee López Benítez offered staff and a list of resources that is available to her.

Trustee López Benítez spoke to including, but not limited to; DACA (Deferred Action for Childhood Arrivals), USCIS (United States Citizen and Immigration Services), noting that some residents fear seeking medical treatment due to their undocumented status or jeopardizing their immigrant status application. She indicated that USCIS is closed until April 1, 2020 and wants to reassure residents with previous biometric appointments that their appointments will be rescheduled when the USCIS office reopens. She noted that anyone wishing to apply for DACA should consult with their attorney and apply right away.

Trustee López Benítez reassured immigrants in fear of seeking medical treatment so as not to jeopardize their citizenship or residency applications to know that seeking medical treatment will have no adverse impact on their immigration status. She noted that everyone is entitled to medical care regardless of their immigration status and that this also applies to anyone seeking unemployment benefits.

Trustee López Benítez closed by thanking all who attended the Women's Centennial event and congratulated Village Clerk Corral Sepúlveda on her primary election to the MWRD Board.

10-D. SHARMIN SHAHJAHAN

Trustee Shahjahan spoke to the recent Women's Centennial event celebrating women's right to vote and their achievement for rights and freedom. She also noted that March is Women's History Month.

Trustee Shahjahan noted that she has been elected to serve as a US Youth Delegate for Taiwan. She noted that, ten to twelve, selected civic leaders will travel to Taiwan to exchange ideas and best practices.

Trustee Shahjahan noted that a five-year-old student from U46 has been diagnosed as Covid-19 positive. She noted that many medical professionals are not testing for Covid-19 due to lack of equipment to de-sanitize properly.

Trustee Shahjahan asked President Craig to clarify what the Shelter in Place Order means and how we arrived at that decision.

President Craig noted that people were not taking the viral contamination and transference from person to person seriously and continued to gather together forcing the governing municipal, city and state leadership to decide in favor of a stay at home or shelter in place measure in order to minimize the spread of the virus and protect as many people as possible from being contaminated. He noted that it was not an easy decision but that it was made with hope for the best outcome for all.

10-E. BOB PRIGGE

Trustee Prigge spoke to the upcoming JAWA meeting which will address the Bond issue and confirm that all interested parties have executed the necessary agreements.

Trustee Prigge thanked staff for all their hard work and congratulated Village Clerk Eira Corral Sepúlveda on her recent primary election victory to the MWRD Board.

10-F. RICK ROBERTS

Trustee Roberts congratulated Village Clerk Corral Sepúlveda on her recent primary election to the MWRD Board and thanked staff for all their hard work this week.

President Craig thanked Trustee Roberts and Village Clerk Corral Sepúlveda on conducting the meeting

from the committee room at the Police Department and congratulated Village Clerk Corral Sepúlveda for all her accomplishments and noted that she makes our community proud.

11. EXECUTIVE SESSION

None scheduled.

12. ADJOURNMENT

Motion by Trustee Roberts and seconded by Trustee Shahjahan to adjourn.

Voice vote:

All Ayes.

Motion carried: Meeting adjourned at 9:37 P.M.

Recorded and Transcribed by Eira L. Corral Sepúlveda Village Clerk
Minutes approved by President and Board of Trustees on this: 7th day of May 2020.