



**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING  
MARCH 16, 2020**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, March 16, 2020, at 7:00 P.M.

Village Clerk Brian Feehery called the roll. In attendance were Mayor Jim Holland, Clerk Brian Feehery, Trustees Adam Borrelli, John Clavio, Margaret Farina, and Jessica Petrow. Also in attendance were Attorney Hannah Lamore, Police Chief John Burica, Village Administrator Rob Piscia, and Asst. Village Administrator Jeff Cook. Trustees Keith Ogle and Gene Savaria were absent.

**APPROVAL OF SPECIAL ORDERS – UNANIMOUS CONSENT AGENDA**

All items on the Omnibus Agenda are considered to be routine in nature and are enacted in one motion. There is no separate discussion of these items unless a board member makes a request, in which event, the item will be removed from the Consent Agenda and will be considered separately.

A. Approval of Minutes

1. Regular Meeting (March 2, 2020)

B. Approval of Bills/Payroll - \$1,981,492.43/\$363,388.42

C. Land Use and Policy Committee Report

1. Route 30 Contractual Lawn Mowing Program – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 19-13) AUTHORIZING THE AWARD OF CONTRACT TO RAMIRO GUZMAN LANDSCAPING, INC. FOR THE ROUTE 30 CONTRACTUAL LAWN MOWING PROGRAM, in an amount not to exceed \$48,026.50 annually, for a two-year term of contract.

2. Rough Cut Lot Maintenance Program – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 19-14) AUTHORIZING THE AWARD OF CONTRACT TO BILL'S LAWN MAINTENANCE AND LANDSCAPING, INC. FOR THE ROUGH CUT LOT MAINTENANCE PROGRAM, for rough cut lot mowing services to be provided at a rate of \$0.004 per square foot of vacant property, for a two-year term of contract.

3. Intergovernmental Reciprocal Reporting Agreement: Lincoln-Way Community High School District 210 – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 19-15) AUTHORIZING THE EXECUTION OF AN

INTERGOVERNMENTAL RECIPROCAL REPORTING AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT, ON BEHALF OF ITS POLICE DEPARTMENT, AND THE BOARD OF EDUCATION, OF LINCOLN-WAY COMMUNITY HIGH SCHOOL DISTRICT 210.

4. Disposal of Surplus Vehicles – Ordinance

Accept the recommendation of the Land Use and Policy Committee, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3246) AUTHORIZING THE SALE OF CERTAIN SURPLUS PROPERTY OWNED BY THE VILLAGE OF FRANKFORT, WILL & COOK COUNTIES, ILLINOIS, authorizing the sale of surplus vehicles via public auction or as scrap material.

D. Plan Commission Report Summary

1. Savarino Re-Subdivision Final Plat Approval: Five Oaks Subdivision, Lots 16 and 17

Accept the Plan Commission recommendation and approve the final plat for the Savarino Re-Subdivision, consolidating Lots 16 and 17, within the Five Oaks Subdivision, prepared by M. Gingerich, Gereaux & Associates, dated 02.19.2020, in accordance with the reviewed plans.

Trustee Farina made a motion (#1), seconded by Trustee Petrow, to approve the Unanimous Consent Agenda.

Trustees Borrelli and Clavio presented a brief overview of the consent agenda docket items under consideration for approval.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken. No comments were forthcoming.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Clavio, Farina, and Petrow. Nays: None. Absent: Trustees Ogle and Savaria. The motion carried.

**MAYOR'S REPORT**

- Mayor Holland announced the 2020 Census is underway and he encouraged residents to respond online.
- Mayor Holland announced applications forms are available online at [www.villageoffrankfort.com](http://www.villageoffrankfort.com) for residents interested in serving on a village committee.
- Mayor Holland reported that institutions all around Frankfort appear to be following the State and federal guidelines to help control the spread of the coronavirus (COVID-19). He stated he is in frequent contact with the Governor's Office and Mayor Lightfoot's Office for information and guidance in response to the ongoing COVID-19 situation. He reported the Village will continue to take direction from state and federal health authorities concerning the Village offices, employees, and public gatherings. He announced the Village has cancelled Village events scheduled over the next eight weeks and curtailed building

inspections, water line flushes, and other in-person services. Meeting rooms will not be available for HOA's and other public gatherings. He encouraged utility customers to pay their water bill online or by using the drop box, located outside of the Village Administration building.

### **POLICE DEPARTMENT REPORT**

Chief Burica reported the Frankfort Police Department modified procedures in response to COVID-19. He assured residents that officers will continue to respond to emergency calls, but will take precautions utilizing social distancing or wearing personal protective gear. He noted some minor complaints may be handled by phone or other methods. He reminded residents to lock their doors, never leave keys or key fobs in their vehicles, and close garage doors.

### **VILLAGE ADMINISTRATOR'S REPORT**

Administrator Piscia reported the Village continues to actively monitor development of the COVID-19 national emergency. He noted the Village is modifying some of its operations, including all non-essential inspections of occupied structures and non-essential services to an occupied structure are on hold.

### **VILLAGE ATTORNEY'S REPORT**

Village Attorney Lamore had no report.

### **OTHER BUSINESS**

Residents were encouraged to follow state and federal recommended precautions for preventing spread of COVID-19 and visit the Centers for Disease Control and Prevention (CDC) and the Illinois Department of Public Health (IDPH) websites to obtain timely, reliable and factual information. It was noted Governor Pritzker holds a daily press briefing on the state's current response and action plan for managing COVID-19. Residents were also encouraged to remain calm and continue to be supportive of one other and local businesses.

Residents interested in serving on a Village committee were encouraged to submit an application online.

### **PUBLIC COMMENTS**

No public comments were received by the Village Board.

### **ADJOURNMENT TO EXECUTIVE SESSION**

Trustee Borrelli made a motion (#2), seconded by Trustee Petrow, to adjourn to Executive Session for the purpose of discussing personnel matters pursuant to 5 ILCS 120/2(c)(1).

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Clavio, Farina, and Petrow. Nays: None. Absent: Trustees Ogle and Savaria. The motion carried.

The Village Board adjourned to Executive Session at 7:23 P.M.

The Village Board came out of Executive Session at 8:00 P.M. and resumed the regular board meeting.

No action was taken as a result of Executive Session.

**ADJOURNMENT**

Hearing no further business, Trustee Clavio made a motion (#3), seconded by Trustee Borrelli, to adjourn the regular board meeting of Monday, March 16, 2020. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 8:01 P.M.

Brian Feehery  
Village Clerk

As Presented  As Amended

\_\_\_\_\_ Jim Holland, Village President

\_\_\_\_\_ Brian Feehery, Village Clerk