



**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING  
APRIL 20, 2020**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, April 20, 2020, at 7:00 P.M. by remote video conference.

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

**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.

Trustee Farina requested the removal of docket item C, Financial Affairs Committee Report, Fiscal Budget 2020/2021, from the Consent Agenda in order to discuss and vote on the item individually.

- A. Approval of Minutes
  - 1. Regular Meeting (April 6, 2020)
- B. Approval of Bills/Payroll - \$1,376,724.06/\$336,808.76
- C. Financial Affairs Committee Report
  - 1. Fiscal Budget 2020/2021 – Removed from Consent Agenda
- D. Release of Executive Session Minutes – Resolution  
Adopt A RESOLUTION (NO. 20-18) AUTHORIZING THE RELEASE OF ALL OR PART OF THE VILLAGE OF FRANKFORT EXECUTIVE MINUTES AS PRESENTED.
- E. Destruction of Closed Session Recordings – Resolution  
Adopt A RESOLUTION (NO. 20-19) AUTHORIZING THE DESTRUCTION OF AUDIO RECORDINGS OF VILLAGE OF FRANKFORT EXECUTIVE SESSION MEETINGS HELD PRIOR TO OCTOBER 20, 2018.

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

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

Mayor Holland invited trustee 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, Ogle, Petrow, and Savaria. Nays: None. The motion carried.

## **FINANCIAL AFFAIRS COMMITTEE REPORT**

### 1. Fiscal Budget 2020/2021 – Approval

Trustee Borrelli presented an overview of the Village of Frankfort municipal budget for fiscal year 2020/2021, which is comprised of \$38,209,500 in total revenues and \$46,652,00 in total expenditures, of which \$22,678,700 are budgeted for capital projects and debt service payments.

Trustee Borrelli made a motion (#2), seconded by Trustee Clavio, to accept the recommendation of the Financial Affairs Committee and approve the Village of Frankfort municipal budget for fiscal year 2020/2021.

Mayor Holland invited trustee comment on the Fiscal Budget 2020/2021 prior to a vote being taken.

The Village Board discussed the proposed budget and acknowledged the potential financial impacts of the COVID-19 pandemic on the budget and our local economy. The Village Board further acknowledged the Village has the ability to modify the budget throughout the year, noting revenue and expenditure line items will be monitored closely as the Village gains additional insight. It was noted the Village will not begin to see the impact of the virus on sales tax revenue until June, which is when we anticipate receiving the tax for March sales. Consideration of a stimulus plan, operational and capital needs as well as use of reserves will be discussed in the coming weeks to determine appropriate adjustments to the FY 2020/2021 budget.

Trustee Farina asked when will a strategic planning session be held for the Village Board. Mayor Holland reported no timeline has been set to have strategic planning session.

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

## **MAYOR'S REPORT**

- Mayor Holland extended a personal “thank you” to all residents who served on various village committees in the previous year and to those who applied for committee positions in the new fiscal year. He entertained a motion from the floor to approve the new fiscal year’s committee appointments as presented.

Trustee Borrelli made a motion (#3), seconded by Trustee Petrow, to approve the Village of Frankfort committee and commission appointments made by Mayor Holland with the advice and consent of the Board for fiscal year 2020/2021.

Mayor Holland invited trustee comment on the committee appointments prior to a vote being taken.

Trustee Farina acknowledged all the returning committee members who served on a committee in the previous year and welcomed new members. She stated there were a few appointments she had concerns with for conflict of interest and noted she will abstain from voting on this item out of respect of that concern.

Trustee Petrow expressed her appreciation to the residents who volunteered to serve on a committee and recognized the great advice and different perspectives committee members bring to the meetings.

Trustee Ogle echoed the other sentiments shared relating to the returning and new committee members. He also voiced concerns of potential conflict of interest for some appointments and noted he will abstain from voting on this matter.

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

- Mayor Holland reported the Village Board deems it appropriate and fitting to extend the temporary waiver of sewer and water fees for qualified residents or utility customers of the Village of Frankfort who are on deployment. He entertained a motion from the floor to approve the waiver of water and sewer fees for a period of six months for Village of Frankfort military personnel serving on active duty.

Trustee Farina made a motion (#4), seconded by Trustee Ogle, to adopt A RESOLUTION (NO. 20-20) AUTHORIZING THE WAIVER OF WATER AND SEWER FEES FOR VILLAGE OF FRANKFORT MILITARY PERSONNEL SERVING ON ACTIVE DUTY IN THE ARMED FORCES OF THE UNITED STATES OF AMERICA. A voice vote was taken. All were in favor. The motion carried.

- Mayor Holland invited Trustee Borrelli to share a few words about his involvement with COVID-19 response efforts in Springfield. Trustee Borrelli reported the Army Corp of Engineers was tasked to identify and build out additional facilities to prepare for an expected surge in hospitalizations of COVID-19 patients. He reported McCormick Place and three recently closed area hospitals were converted into Alternate Care Facilities. He praised the Federal and State government and agencies, contractors, sub-contractors, and suppliers for their collaborative efforts in response to this public health crisis.
- Mayor Holland reported the Plan Commission meeting scheduled for April 23, 2020, to review the proposed Homestead Commercial Development at Wolf and Laraway Roads has been cancelled. Attorney Mahoney advised council that Governor Pritzker's Executive Order temporarily allows for remote public hearing for necessary business. The Village Board has determined it is not a necessary item of business at this time and staff will keep the public advised of future public hearings relating to this matter.

- Mayor Holland reported that he participates in several weekly conference calls with the governor, state, and local officials about the COVID-19 pandemic. Recent conversations included a phased approach for the reopening of the economy and will include specific steps for local officials to follow. Mayor Holland reported the Village is working on various public works projects to improve the appearance of our community. He noted the Village will plant annuals and provide hanging flower baskets in the downtown area. These beautification efforts provide a sense of normalcy and are an economic development tool for our local businesses and residential properties. Mayor Holland stated that staff is looking into recovery programs and the Village Board will consider the feasibility of a stimulus program in the months ahead. He noted Frankfort spring events have been cancelled in response to Governor Pritzker's order and the Village will continue to evaluate each community event according to the appropriate state guidelines. Mayor Holland encouraged residents to stay home and stay healthy.

### **POLICE DEPARTMENT REPORT**

Chief Burica encouraged residents to visit the Village website for COVID-19 news and updates, as well as the Police Department's Facebook page, noting phone and email scams are circulating in the area. He reminded residents online reporting to file a police report is available on the Village website and asked for voluntary compliance with Illinois' stay-at-home order. Chief Burica recognized first responders, health care workers, essential workers, and all those who are staying at home, voicing his appreciation for everyone's cooperation and support. He reminded residents to lock their doors, remove keys and key fobs, and keep garage doors closed as burglaries to motor vehicles continue to be a problem in the area.

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

Administrator Piscia echoed the importance of social distancing for the well-being of our community, particularly vulnerable populations. He reported Frankfort residents participating in the Electric Aggregation Program will receive a standard form letter from Constellation NewEnergy, Inc., which is required to be sent each year to members participating in the program. He noted the rate negotiated with Constellation is in effect through October 2021 and is comparable to ComEd's current rate.

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

Village Attorney Lamore had no report.

### **OTHER BUSINESS**

Trustee Borrelli thanked Mayor Holland for his COVID-19 Public Service Announcements (PSA) videos.

Trustee Ogle commented on the cancellation of community events due to ongoing COVID-19 concerns, noting one of his favorite non-Village event is the annual Pierogi Fest held in Whiting, Indiana.

Trustee Petrow commented on Mayor Holland's PSAs and the importance of staying connected during this stay at home order. She thanked Trustee Borrelli for his COVID-19 update and the work he's been doing. She thanked Clerk Feehery and other frontline workers fighting this crisis. She urged all residents to stay home and stay safe.

Trustee Clavio had no comments.

Trustee Savaria expressed his gratitude for all the essential workers. He reminded residents to comply with the social distancing measures in place and he thanked Mayor Holland for his PSA videos.

Trustee Farina acknowledged Village staff for the precautionary measures taken to protect the health of staff and the public in response to this COVID-19 outbreak, including working different hours while still providing essential services.

Clerk Feehery recognized seniors and other students affected by the restrictions placed all over the country due to the coronavirus, who were anticipating senior prom, graduation, and other end-of-year celebrations.

### **PUBLIC COMMENTS**

Public comments were accepted in advance for this meeting through the Village's "Contact Us" form, which was published on the agenda.

Administrator Piscia read the two emails received. The first email asked if the Village would mandate the wearing of masks. Staff responded that the Village would follow the guidance provided by the county, state, and federal government. The second question asked whether Alsip Nursery was considered an essential business under the governor's orders. Staff responded that Alsip is considered an essential business and satisfies the guidelines of home improvement and landscape supply, as well as a pet shelter.

### **ADJOURNMENT TO EXECUTIVE SESSION**

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

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

The Village Board adjourned to Executive Session at 7:52 P.M.

The Village Board came out of Executive Session at 8:11 P.M. and resumed the regular board meeting.

No action was taken as a result of Executive Session.

**ADJOURNMENT**

Hearing no further business, Trustee Ogle made a motion (#6), seconded by Trustee Farina, to adjourn the video conference meeting of Monday, April 20, 2020. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 8:15 P.M.

Brian Feehery  
Village Clerk

As Presented  As Amended

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

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