



**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING
AUGUST 17, 2020**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, August 17, 2020, at 7:00 P.M.

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 Hannah Lamore, Police Chief John Burica, 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 items C.1 - End of Year Transfers and F.2- Accessory Structure Area Variance, from the Consent Agenda in order to discuss and vote on the items individually.

A. Approval of Minutes

1. Regular Meeting (August 3, 2020)

B. Approval of Bills/Payroll - \$1,080,790.81/\$372,022.27

C. Financial Affairs Committee Report

1. End of Year Transfers – Removed From Consent Agenda

D. Land Use and Policy Committee Report

1. Village Code of Ordinances Amendments
 - a. Chapter 72, Parking Regulations – Ordinance
(Waive the 1st and 2nd Readings)

Accept the recommendation of the Land Use and Policy Committee, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3256) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE, CHAPTER 72: PARKING REGULATIONS, creating Section 72.11 “Parking Violations – Enforcement – Prima Facie Responsibility Designated.”

b. Chapter 138, Smoking in Public Places – Ordinance
(Waive the 1st and 2nd Readings)

Accept the recommendation of the Land Use and Policy Committee, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3257) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, TITLE VIII, GENERAL OFFENSES, CHAPTER 138: SMOKING IN PUBLIC PLACES, SECTION 138.01, to provide a revised definition of smoking.

2. Social Media Policy – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 20-33) ESTABLISHING A SOCIAL MEDIA POLICY FOR THE VILLAGE OF FRANKFORT.

E. Operations Committee Report

1. Lead Service Line Replacement Program: Engineering Services Agreement – Resolution

Accept the recommendation of the Village Board and ADOPT A RESOLUTION (NO. 20-34) AUTHORIZING THE EXECUTION OF A PROFESSIONAL ENGINEERING SERVICES AGREEMENT SUPPLEMENT WITH ROBINSON ENGINEERING, LTD., for the Village's Lead Service Line Replacement Program, for a lump sum fee of \$55,000.00 of additional fees for design engineering services; and contingent upon Illinois Environmental Protection Agency funding, a lump sum fee of \$150,000.00 for construction engineering services.

2. Prestwick Drive Water Main Replacement Project: Bid Approval – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-35) AUTHORIZING THE EXECUTION OF A CONTRACT WITH AUSTIN TYLER CONSTRUCTION, INC. for the Prestwick Drive Water Main Replacement Project, in an amount not to exceed \$882,292.13.

3. Police Department Replacement Vehicle Purchase Approval – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-36) AUTHORIZING THE EXECUTION OF A CONTRACT WITH CURRIE MOTORS OF FRANKFORT FOR THE PURCHASE OF THREE 2021 FORD UTILITY POLICE INTERCEPTOR AWD HYBRID VEHICLES, at a cost of \$45,420.00 each, or a total cost of \$136,260.00, which includes the vehicle base price, options, equipment and installation of emergency equipment.

F. Plan Commission Report Summary

1. Hollie's Massage Special Use: 11 S. White Street – Ordinance
(Waive 1st and 2nd Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3258) GRANTING A SPECIAL USE PERMIT FOR A MASSAGE ESTABLISHMENT TO CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (HOLLIE'S MASSAGE - 11 S. White Street, Unit #203), to permit the operation of Hollie's Massage, in accordance with the reviewed plans and public testimony.

2. Lockhart Accessory Structure Area Variance: 22604 Blarney Road – Removed from Consent Agenda

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

Trustees Borrelli, Clavio, Ogle, and Savaria 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.

Trustee Petrow acknowledged staff's time and diligence with the Social Media Policy.

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

FINANCIAL AFFAIRS COMMITTEE REPORT

1. END OF YEAR TRANSFERS - APPROVAL

Trustee Savaria presented Fiscal Year 2019/2020 end-of-year transfers.

The General Fund (Fund 01) will transfer \$5,844,268.56 to the Capital Development Fund (Fund 31). These transfers represent excess revenues over expenditures for fiscal year 2019/2020 and will be used for future capital expenditures including the purchase of equipment, street resurfacing and capital projects.

The Utility Operating Fund (Fund 62) will transfer \$6,000,000 of excess revenues over expenditures to the Utility Capital Fund (Fund 68) for future capital expenditures including utility projects and IEPA loan repayments.

Trustee Savaria made a motion (#2), seconded by Trustee Ogle, to approve the 2019/2020 fiscal year-end Village of Frankfort interfund transfers as presented and dated April 30, 2020.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken.

Trustee Farina questioned whether there is any advantage in not transferring these funds due to the pandemic and the uncertainty of its financial impact.

Mayor Holland stated that the Village has the ability to transfer funds from the General Capital Fund back to the General Operations Fund if deemed necessary, noting the Village budgeted a \$3 million surplus in its operating funds for FY 2020/2021 to allow for any uncertainties.

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

PLAN COMMISSION REPORT SUMMARY

1. Lockhart Accessory Structure Area Variance: 22604 Blarney Road – Ordinance

Trustee Clavio reported applicant, Cody Lockhart, requests the granting of an accessory structure area variance from 144 square feet to 480 square feet to permit the construction of a basketball court in the rear yard of the property located at 22604 Blarney Road, in the Frankfort Meadows Subdivision.

Trustee Clavio made a motion (#3), seconded by Trustee Borrelli, to accept the Plan Commission recommendation, waive the First and Second Readings, and pass an Ordinance granting an accessory structure area variance from 144 square feet to 480 square feet to permit the construction of a basketball court in the rear yard of the property located at 22604 Blarney Road, in accordance with the reviewed plans and public testimony, and conditioned upon no illumination of the court and installation of landscaping plantings in accordance with the provided plans.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken.

Members discussed the Village's current accessory structure zoning regulations and the importance of considering possible impacts to neighboring property owners. Members voiced preference for sports courts to be more clearly defined and to further consider revising current zoning regulations before approving any accessory structure variances. Trustee Clavio commented on the importance of supporting the Plan Commission's recommendations.

Clerk Feehery called the roll. Ayes: Trustee Clavio. Nays: Trustees Borrelli, Farina, Ogle, Petrow, and Savaria. The motion failed.

MAYOR'S REPORT

- Mayor Holland expressed his appreciation to staff and everyone who helped restore our community after last Monday's storm. This storm caused significant damage and resulted in many residents and businesses were without electricity. He also extended a special thank you to the Village of Peotone and the Peotone Township for assisting Frankfort with clean-up efforts by furnishing equipment and personnel.
- Mayor Holland reported Frankfort has won the Government Finance Officers Association Certificate of Excellence for its 2018 fiscal year end Comprehensive Annual Financial Report (CAFR). The Village has been awarded this honor consecutively since 1989.
- Mayor Holland announced the Country Market continues every Sunday through October 25 in downtown Frankfort, from 9:00 AM to 1:00 PM.

- Mayor Holland noted in observance of the Labor Day holiday on Monday, September 7, Village of Frankfort offices will be closed. The regularly scheduled board meeting will be held on Tuesday, September 8, at 7:00 PM.
- Mayor Holland commented on Frankfort School District 157-C starting the school year with remote learning due to new guidance from the Illinois Department of Public Health (IDPH) and he acknowledged the hardship it places on the children and everyone involved with our public schools.

POLICE DEPARTMENT REPORT

Police Chief Burica reminded residents to practice situational and safety awareness and “If You See Something, Say Something.” He also encouraged community members to lock vehicles, remove keys/key fobs, close garage doors at night, and be a part of the “9PM Route.”

VILLAGE ADMINISTRATOR’S REPORT

Asst. Village Administrator Cook commented on the recent storm event, thanking the Village Board for their support in providing the equipment to manage an event of this scale and voicing his appreciation to the Village crews for their clean-up efforts. He reported tree planting recommendations are available on the Village website under “Hot Topics” for residents looking to replace damaged trees from the storm. Asst. Administrator Cook reported the St. Francis Road project is on track to be completed by the end of August and the Village’s Roadway Maintenance Program is in full swing and will be wrapped up in a few weeks. He extended a Happy 5th Birthday to his son, Graham.

VILLAGE ATTORNEY’S REPORT

Village Attorney Lamore had no report.

OTHER BUSINESS

The entire Village Board voiced their appreciation to the Village crews and everyone who assisted with clean-up efforts following the storm. Members commented on the cooperation of everyone working together to restore the community. Board members also wished Asst. Administrator Cook’s son, Graham, a happy birthday.

Trustee Borrelli commented on the school’s decision to start the school year with remote learning and the importance of promoting social activities.

Trustee Ogle echoed Trustee Borrelli’s comments on the importance of social well-being. He cautioned residents to be wary of door-to-door solicitors and contractors offering to repair damages from the storm and that all solicitors must carry identification and a permit issued from the Police Department.

Trustee Farina encouraged the community to take part in the KidsWork Children’s Museum 11th Annual Fundraiser Derby Night scheduled for Friday, August 28, and she extended congratulations to staff member, Beverly Glass, who submitted her letter of retirement.

Trustee Savaria reminded residents to stay clear of downed power lines and he welcomed his son Gino home, who recently returned from the Yukon.

Trustee Petrow shared a quote from Mr. Rogers, “Look for the helpers. You will always find people who are helping,” which summarizes our community working together and supporting each other. She also noted that Mr. Rogers was one of our best teachers and he did it virtually.

Trustee Clavio commented on the 100th anniversary of the 19th Amendment granting women the right to vote.

Clerk Feehery announced business attire resumes for the Village Board meetings in September.

PUBLIC COMMENTS

Stephanie Kush thanked the Village Board for their quick response with clean-up efforts following the storm and she lauded members of the Plan Commission for their efforts in reviewing projects. She also advised the Board that the property owners of 115 W. Nebraska Street are in violation of the certificate of appropriateness issued by the Historic Preservation Commission (HPC) in relation to the removal of the eyebrows and architectural details. She also commented on “after-the-fact” certificates of appropriateness requests and asked the Board to consider putting forth penalties when these types of violations occur.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#4), seconded by Trustee Farina, to adjourn the regular board meeting of Monday, August 17, 2020. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 8:02 P.M.

Brian Feehery
Village Clerk

As Presented As Amended

_____ Jim Holland, Village President

_____ Brian Feehery, Village Clerk