



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

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, November 16, 2020, at 7:00 P.M. by remote video conference and in-person.

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, Attorney Hannah Lamore, Police Chief John Burica, and Village Administrator Rob Piscia.

Mayor Holland stated in accordance with Public Act 101-0640, 5 ILCS 120/7(e), this Frankfort of Village Board meeting will be held both remotely and in person based on the gubernatorial disaster declaration and the president of the Village of Frankfort determining that a full in-person meeting is not practical or prudent. Members of the public will be able to attend the meeting in person, but the Village will enforce any capacity restrictions in effect due to any applicable gubernatorial executive order. The general public will be able to view and participate in the meeting remotely as well. The public can find instructions on how to join the meeting and how to make public comments at www.frankfortil.org or on the front door of the Village Administration Building, where it has been posted since Friday, November 13, 2020. Public comments for this meeting received in advance will be read. Zoom participants who want to speak will need to click the “raise hand” feature and the Village Board will recognize the request. Phone participants can speak by pressing *9 on their phone and anyone attending in-person can raise their hand to speak.

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 Borrelli requested the removal of docket item B.

A. Approval of Minutes

1. Regular Meeting (November 2, 2020)

B. Approval of Bills/Payroll - Removed from Consent Agenda

C. Financial Affairs Committee Report

1. Waiver of Annual License Fees – Resolution

Accept the recommendation of the Financial Affairs Committee and adopt A RESOLUTION (NO. 20-44) AUTHORIZING THE WAIVER OF ANNUAL BUSINESS,

LIQUOR, AMUSEMENT, AND TOBACCO LICENSE FEES FOR 2021, for existing qualified businesses who request their fees be waived.

D. Land Use and Policy Committee Report

1. 2021 Village of Frankfort Meeting and Holiday Calendar – Approval

Accept the recommendation of the Land Use and Policy Committee and approve the 2021 Village of Frankfort Meeting and Holiday Calendar.

2. Liquor Code Ordinance Amendment: Creation of Class D-4 Liquor License Classification - Ordinance (Waive 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. 3273) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, CHAPTER 113: INTOXICATING LIQUOR, to reflect the creation of a Class “D-4” liquor license classification.

3. License Plate Reading Cameras

a. Agreement with Flock Safety and Authorization of Memorandums of Understanding – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 20-45) AUTHORIZING THE CHIEF OF POLICE TO ENTER INTO AN AGREEMENT WITH FLOCK SAFETY FOR THE USE OF LICENSE PLATE READER CAMERAS AND AUTHORIZING THE VILLAGE ADMINISTRATOR OR CHIEF OF POLICE TO ENTER INTO MEMORANDUMS OF UNDERSTANDING WITH RECORD PROPERTY OWNERS, related to the installation, maintenance, repair and removal of license plate reader cameras on properties in Frankfort.

b. Intergovernmental Agreement with the County of Will – Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 20-46) AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF FRANKFORT AND THE COUNTY OF WILL, for the placement of license plate reading cameras located on county highways in the County of Will.

E. Operations Committee Report

1. Public Works Department

a. Parkway Tree Replacement Project – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-47) AUTHORIZING THE EXECUTION OF A CONTACT WITH THE FIELDS ON CATON FARM, INC., for the supply and installation of 185 parkway trees located throughout the Village, in an amount not to exceed \$51,825.00.

b. Replacement Pick-up Truck Purchase Approvals – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-48) AUTHORIZING THE EXECUTION OF A PURCHASE AGREEMENT WITH PHILLIPS CHEVROLET OF FRANKFORT, for the purchase of two 2021

Chevrolet Silverado 3500 HD, 4WD (regular cab) work trucks, in the amount of \$41,969.00 per truck, for a total purchase price of \$83,938.00.

c. Jackson Creek Maintenance Completion – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-49) AUTHORIZING THE RELEASE OF THE WETLAND MITIGATION AND BRIDGE AND ACCEPTANCE BY THE FOREST PRESERVE DISTRICT OF WILL COUNTY, associated with Intergovernmental Agreement No. 16-04 regarding the expansion of Steger Road.

2. Utilities Department

a. Replacement Pick-up Truck Purchase Approvals – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-50) AUTHORIZING THE EXECUTION OF A PURCHASE AGREEMENT WITH PHILLIPS CHEVROLET OF FRANKFORT, for the purchase of a 2021 Chevrolet Silverado 3500 HD, 4WD (regular cab) in the amount of \$41,969.00 and a 2021 Chevrolet Silverado 3500 HD, 4WD (crew cab), in the amount of \$43,885.00.

b. Project Services Agreement: Well #17, Prestwick Drive – Resolution

Accept the recommendation of the Operations Committee and adopt A RESOLUTION (NO. 20-51) AUTHORIZING THE EXECUTION OF A PROJECT SERVICES AGREEMENT WITH FARNSWORTH GROUP, INC, for professional engineering services related to the design, permitting, and bidding for the construction of Well #17, for a lump sum fee of \$15,000.00.

E. Plan Commission Report Summary

1. Rowe Variance: 231 Oak Street - Ordinance
(Waive 1st and 2nd Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3274) GRANTING A BUILDING MATERIALS VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (ROWE RESIDENCE – 231 OAK STREET), granting a building materials variance from the masonry requirement to permit the use of composite siding in the construction of a new single-family home proposed at 231 Oak Street, in accordance with the reviewed plans and public testimony and conditioned upon final engineering approval.

2. Lighthouse Pointe Phase Three

a. Major PUD Change – Ordinance (Waive 1st and 2nd Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3275) GRANTING A MAJOR PUD CHANGE TO PHASE 3 OF THE LIGHTHOUSE POINTE DEVELOPMENT, to permit changes to the site plan, exterior architectural elevations, project amenities plan, and to reduce the total number of units from 104 to 87, in accordance with the reviewed plans and public testimony, and with conditions as enumerated in the Ordinance.

b. Final Plat of the First Re-Subdivision – Approval

Accept the Plan Commission recommendation and approve the Final Plat of the First Re-Subdivision of Lighthouse Pointe Phase Three, prepared by M Gingerich Gereaux & Associates, dated 11.11.20, in accordance with the reviewed plans and conditioned upon final engineering approval.

Trustee Clavio made a motion (#1), seconded by Trustee Farina, 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.

Administrator Piscia reported no written comments were received by email. Mayor Holland voiced his appreciation to Shawn O'Malley, who attended virtually, for the proposed changes to the Lighthouse Pointe Phase Three Development and for his investment in the community. Trustee Farina commented on the license plate reading cameras and voiced her appreciation to Chief Burica for his efforts with the program and felt it will make our community safer. Mayor Holland echoed Trustee Farina's comments and also noted there are a number of safeguards to protect private information.

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

APPROVAL OF BILLS/PAYROLL

Trustee Borrelli exited the meeting prior to the approval of bills/payroll.

Trustee Savaria provided a brief report of the bills and payroll expense, in the amount of \$789,063.22 and \$387,094.76, respectively.

Trustee Savaria made a motion (#2), seconded by Trustee Ogle, to approve the bills/payroll as presented.

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

Trustee Borrelli rejoined the meeting following approval of bills/payroll.

MAYOR'S REPORT

- Mayor Holland entertained a motion from the floor to adopt an amendment to the Liquor Ordinance to authorize a decrease in the number of D-3 (Bistro and wine bar, beer and wine only, permitting bar and limited carry-outs) liquor licenses from one to zero and an increase in

the number of Class D-4 (Bistro and wine bar, permitting bar, and limited carry-outs) liquor licenses from zero to one, to reflect the operational change of The Wine Thief to include the sale of all alcoholic liquors for on-premise consumption.

Trustee Savaria made a motion (#3), seconded by Trustee Farina, to waive the First and Second Readings, and pass AN ORDINANCE (NO. 3276) AMENDING THE VILLAGE OF FRANKFORT CODE OF ORDINANCES, CHAPTER 113: INTOXICATING LIQUOR, to reduce the number of Class D-3 liquor licenses from one to zero and increase the number of Class D-4 liquor licenses from zero to one.

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

- Mayor Holland entertained a motion from the floor to promote “Small Business Saturday” in Frankfort on the Saturday after Thanksgiving as a day to shop small and shop local for the upcoming holiday season.

Trustee Petrow made a motion (#4), seconded by Trustee Savaria, to proclaim Saturday, November 28, 2020, as “Small Business Saturday” in the Village of Frankfort.

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

- Mayor Holland announced the Village of Frankfort will hold a virtual tree lighting ceremony on Thursday, December 3, at 6:30 P.M. Musical selections will be performed by the Black Willow Brass Quintet, Frankfort Brass Band, Hickory Creek Middle School Choir, and Lincoln-Way East Madrigals.
- Mayor Holland announced in light of the COVID-19 pandemic, it is not safe for Santa Claus or the children to be close together and he invited children to write letters to Santa, c/o Mayor Holland, 432 W. Nebraska Street, email to frankfort@frankfortil.org, or in the “Letters to Santa” mailbox located inside Village Hall, and he will make sure the letters get to Santa.
- Mayor Holland reported the 275 member mayors of the Metropolitan Mayors Caucus have called upon residents and businesses to commit to some common sense steps to help the Chicago region flatten the COVID-19 curve. He read a few of the requested actions and urged all residents to take personal responsibility to help stop the spread of the virus.
- Mayor Holland wished everyone a safe and happy Thanksgiving.

POLICE DEPARTMENT REPORT

Chief Burica reminded residents of the Village’s parking restrictions after a 2” snowfall. He encouraged residents to use the Police Department’s Online Reporting System which allows citizens to submit an online report for certain past-tense crimes and incidents. He welcomed new staff member Kim Laidlaw to the Police Department, replacing Beverly Glass who retired after 17 years

with the Village. Chief Burica wished everyone a happy Thanksgiving and reminded residents to lock vehicle doors and keep garage doors closed to discourage theft.

VILLAGE ADMINISTRATOR’S REPORT

Administrator Piscia asked residents to refrain from placing leaves in the streets to help prevent drainage issues. He reported there will be one final leaf and branch pickup on Monday, November 30, and he reminded residents that burning leaves in the Village is prohibited. He wished everyone a happy and safe Thanksgiving holiday.

VILLAGE ATTORNEY’S REPORT

Village Attorney Lamore had no report.

OTHER BUSINESS

The Village Board wished everyone a happy and safe Thanksgiving and expressed their gratitude. Members encouraged residents to shop small all season long and support local businesses online or using curbside pickup. Members commented on the waiver of license fee program for our local businesses and they welcomed new staff members Kim Laidlaw and Chris Gruba.

PUBLIC COMMENTS

Administrator Piscia reported no written public comments were received and he invited audience comment. No comments were forthcoming.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#5), seconded by Trustee Petrow, to adjourn the regular board meeting of Monday, November 16, 2020.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Clavio, Farina, Ogle, Petrow, and Savaria. Nays: None. The motion carried. The meeting adjourned at 7:52 P.M.

Brian Feehery
Village Clerk

As Presented X As Amended ___

_____ Jim Holland, Village President

_____ Brian Feehery, Village Clerk