

**VILLAGE OF RIVER FOREST
SPECIAL VILLAGE BOARD OF TRUSTEES MINUTES
Monday, March 30, 2020**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, March 30, 2020 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:02 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, Henek, O’Connell, Vazquez

Absent: None

Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Police Chief James O’Shea, Police Commander James Greenwood, Finance Director Rosemary McAdams, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Attorney Greg Smith

2. APPROVAL OF REMOTE PARTICIPATION

Trustee O’Connell made a motion, seconded by Trustee Vazquez, to allow the meeting to occur by remote audio and video conference.

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O’Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

3. CITIZEN COMMENTS

Helen Kwan provided an update on the River Forest Senior Citizen Response Program, which was established with River Forest Township Supervisor Carla Sloan and Pamela Mahn with Senior Services. She explained the program coordinates and distributes needed services to seniors and all volunteers must complete a background check.

In response to a question from Trustee Bachner, Ms. Kwan stated they have had about 20 inquiries with people looking for grocery shopping and pharmacy pickup. She stated she anticipated the number of calls to go up.

In response to a question from Trustee Vazquez, Ms. Kwan stated that she has not received any calls from residents who are under 60 and disabled.

President Adduci noted that postcards have been sent to every resident notifying them of the program.

Trustee Cargie asked about a system set up in another community where seniors were given red, yellow, and green construction paper to hang in their windows to indicate how they are doing.

Trustee Brennan stated she discussed this with Ms. Kwan and the possibility of matching volunteers with residents to cover the whole Village or assigning a block captain to check for the signs.

In response to a follow up question from President Adduci about resources needed, Ms. Kwan stated they have been able to get what they need, noting that Officer Ransom has been helpful. She noted they need a way to check on people and expressed concern about people living alone who might need daily wellness checks. She stated this is something she can try to coordinate with the Township and the Village.

Trustee Bachner stated this is a reminder for everyone to do those check-ins.

President Adduci thanked Ms. Kwan and expressed her appreciation for her work.

Ms. Kwan stated she is also working on mask-making for distribution to volunteers and seniors.

4. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee O'Connell acknowledged the community's effort reaching out to everyone in town and encouraged reaching out to healthcare professionals as well. He thanked them for their work.

Trustee Vazquez echoed Trustee O'Connell in thanking medical professionals as well as first responders and public safety staff including the police and fire departments. He also thanked volunteers providing assistance to seniors and disabled residents, as well as businesses cooperating with the Village to serve. Next he thanked Village staff and President Adduci for their coordination efforts, as well as the residents for their patience, understanding, and cooperation complying with advice and direction.

Trustee Henek echoed Trustee Vazquez in thanking everyone mentioned. She stated that from the resident perspective, she has enjoyed seeing the creative ways people are connecting, from posting things in windows to chalk messages on the sidewalk. She thanked everyone for supporting one another.

Trustee Cargie also echoed Trustee Vazquez and gave a special thank you to first responders, stating police and fire personnel are going into situations without knowing if the people they are helping have coronavirus.

Village Clerk Brand-White echoed what has been said. She expressed her appreciation for working with extraordinary people in an extraordinary community.

Trustee Bachner read a statement to acknowledge that this land was once inhabited by indigenous people and stated that River Forest continues to be a place that people from diverse backgrounds live and gather. She also thanked first responders, medical professionals, and all the workers in restaurants, grocery stores, logistics and everyone who is putting themselves out there to sustain us. She reiterated that everyone needs to do their part to save lives and keep their social distance to flatten the curve and keep hospital and healthcare providers from being overwhelmed. She also thanked community support groups, including the Oak Park Working Moms group, which has delivered meals to over 1,000 hospital employees. She stated she is so impressed by everyone working together. Additionally, she noted that Census Day is April 1 and that it can be filled out online. She stated the US Census Bureau released a statement that they are suspending in-person interviews to protect the community and employees.

Assistant to the Village Administrator Pape stated that they will encourage everyone in the Village who has access to internet or a telephone to complete the Census as soon as possible. He noted President Adduci will be sending out a special Census E-News on April 1 and that the Village will continue to push out information. He noted that the Village leads Cook County with a 47% self-response rate at this time. He stated the Village's self-response rate in 2010 was 79%.

In response to a question from Trustee Henek, Mr. Pape stated the self-response deadline has been postponed to August 14 and that Census enumerators are anticipating going door to door starting May 28.

Trustee Henek suggested created a visual, such as a thermometer, to compare the self-response rate to the 2010 Census and motivate people.

Trustee Brennan reiterated the thanks that has already been expressed for healthcare workers, first responders, Village staff, and residents offering services. She thanked those who were doing their part and staying home as well. She noted that Ms. Kwan's volunteers are looking for pipe cleaners for face makes, empty 2-6oz spray bottles, and filtrate filters and HEPA vacuum bags as inserts. She stated those wishing to volunteer can email rfseniorhelp@gmail.com and to contact RF Victory Mask Brigade on Facebook.

President Adduci highlighted all the work that has been done to get the Village back into operation, and she expressed her pride in the town for the work done to create the Senior Program. She stated the other taxing bodies have been tremendous in coming together to ensure everyone is safe. She thanked Staff for their work, noting the newsletters that have gone out as well as the robocall, which she stated is especially effective for seniors with landlines. She stated tomorrow's newsletter will include the County's database of those who have tested positive, noting that the Village currently has 5 positive cases. President Adduci noted that the Village is working with the State's Attorney's Office to ensure appropriate information is given to first responders to keep them safe. She expressed confidence that the

Village is doing all the right things in these uncharted waters, noting how much the Village has rallied. She urged the importance of the Stay Home, Save Lives campaign and asked everyone to please adhere to not only the Governor's order but the Village's requests to stay home and abide by the social distancing orders.

5. CONSENT AGENDA

- a. Regular Village Board Meeting Minutes – March 9, 2020
- b. Executive Session Village Board Meeting Minutes – March 9, 2020
- c. Special Village Board Meeting Minutes – March 16, 2020
- d. Award of Contract and Bid to Davis Tree Care & Landscaping for the 2020 Tree Trimming Program in a not-to-exceed amount of \$48,000.00
- e. Award of Contract and Bid to Home Tree Care for the 2020 Tree and Stump Removal Program in a not-to-exceed amount of \$44,000.00
- f. Waiver of Formal Bids and Award of Purchase through the Suburban Purchasing Cooperative a 2020 Ford Interceptor Utility Police Patrol Vehicle from Al Piemonte Ford for \$35,120.00
- g. Amendment to Intergovernmental Agreement with Illinois Department of Healthcare and Family Services Regarding Ground Emergency Medical Transport Program
- h. Monthly Performance Measurement Report
- i. Financial Report – February 2020
- j. Village Administrator's Report

Trustee Bachner made a motion, seconded by Trustee Vazquez to approve the Consent Agenda items A - J.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

6. CONSENT ITEMS FOR SEPARATE CONSIDERATION

None.

7. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

- a. Board of Fire and Police Commissioners Appointment: Julie Jacobs (Walsh Vacancy through 4/30/20 and Reappointed through 4/30/23)

Trustee Brennan made a motion, seconded by Trustee Cargie, to concur with the recommendation of the Village President to appoint Julie Jacobs to the Walsh vacancy through 4/30/20 and reappointed through 4/30/23.

President Adduci stated that Ms. Jacobs has a long history in human relations, which is the role of the Board of Fire and Police Commissioners. She noted that this appointment is to replace Mark Walsh, who passed away suddenly last month.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

b. Deer Management Ad Hoc Committee Appointment: Marta Kozbur

Trustee Cargie made a motion, seconded by Trustee Vazquez, to concur with the recommendation of the Village President to appoint Marta Kozbur to the Deer Management Ad-Hoc Committee to serve until the Committee is dissolved.

President Adduci noted that Ms. Kozbur has spoken before the Board on several occasions. She stated she spoke with Ms. Kozbur, who is pleased to serve.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

c. Zoning Board of Appeals – Text Amendment – Massage Therapy Establishments as a Special Use in the C1, C2, C3 and ORIC Zoning Districts – Ordinance

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to approve an ordinance amending the Village of River Forest Zoning Ordinance regarding massage therapy establishments.

President Adduci stated this is to change massage therapy establishments from a Permitted Use to a Special Use so that the Board has a say in what type of establishments come to the community.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. Adopting and Approving Relief from the Village of River Forest Village Code in Executive Orders 20-01 and 20-02 Issued by the Village President Under a Declaration of a State of Emergency (COVID-19 – March 16, 2020) – Ordinance

Trustee Brennan made a motion, seconded by Trustee Vazquez, to approve an ordinance adopting and approving relief from the Village of River Forest Code in Executive Orders 20-02 and 20-02 issued by the Village President under a declaration of a state of emergency.

President Adduci summarized the Executive Orders: 20-01 allows earlier delivery to essential businesses and 20-02 provides some financial relief to residents and businesses. She commended Staff for going through each operation of the Village and finding the things that would help financially, noting that this shows care for the community. She also noted that residents have already expressed their gratitude for these measures.

Trustee Cargie expressed that the end date for Executive Order 20-02 should be either May 31 or when the Governor ends the order. He stated that there was no reason to give a tax holiday if the Order ends early.

President Adduci stated that she respectfully disagreed, noting that even if the Stay at Home is lifted early, that does not mean the financial pain is not still there. She stated the revenue from these items is so small compared to benefit to community.

Trustee Vazquez stated that there are strong rumors in the education field that schools will be closed through the end of May or June, and that they are already being asked if they are prepared to do online or E-learning for the rest of the semester.

Trustee Cargie stated he is fine with extending deadlines if emergency is extended.

In response to a question from Trustee Brennan about clarification for the protocol for overnight parking in the streets, Administrator Palm stated the Village still wants to know what care need parking overnight but that the Village's intent is to grant requests up to 30 days if there is a particular hardship or need. There was a brief discussion about the mechanics of this and Administrator Palm stated it will be fixed so someone does not need to call in every day.

In response to a question from Trustee Cargie, Administrator Palm stated the Executive Order grants extensions for variations and building permits, and that extensions for planned developments will be reviewed on a case-by-case basis.

Roll call:

Ayes: Trustees Bachner, Brennan, Henek, O'Connell, Vazquez

Absent: None

Nays: Trustee Cargie

Motion Passes.

President Adduci stated she will be signing an extension of the Emergency Declaration.

10. EXECUTIVE SESSION

None.

11. ADJOURNMENT

Trustee Cargie made a motion, seconded by Trustee Brennan, to adjourn the regular Village Board of Trustees Meeting at 7:59 p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk