



Clerk's Office
Village of Westmont

MINUTES OF THE VIRTUAL BOARD MEETING HELD **Thursday, March 26, 2020.**

Mayor Gunter called the meeting to order at **6:00 P.M.**

WESTMONT VIRTUAL VILLAGE BOARD MEETING ROLL CALL:

PRESENT: Mayor Gunter P Clerk Szymski P

TRUSTEES: Addington P Barker P
Barry P Guzzo P
Liddle P Nero P

STAFF:

May <u>P</u> (Village Mgr)	Parker <u>P</u> (Finance Director)	Sylvester <u>P</u> (Community Dev. Director)
Brainerd <u>P</u> (HR Director)	McIntyre <u>P</u> (Communications Director)	Liljeberg <u>P</u> (I.T. Manager)
Chief Gunther <u>P</u> (Police Dept.)	Dep Chief Thompson <u>A</u> (Police Dept.)	Dep Chief Gruen <u>A</u> (Police Dept.)
Chief Riley <u>P</u> (Fire Dept.)	Dep Connelly <u>A</u> (Fire Dept.)	Richards <u>P</u> (Deputy Clerk)
Ramsey <u>P</u> (P.W. Director)	Mielcarski <u>P</u> (Management Analyst)	Mulhearn <u>P</u> (Deputy Liquor Commissioner)

ATTORNEY: Zemenak P Carrara A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Bugle A

CHAMBER OF COMMERCE DIRECTOR: Forssberg - P

OPEN FORUM:

- Nothing has been submitted either by online form, email, or phone message.

Village Manager May talked about the staffing situation within the Village due to the COVID-19 pandemic. All Village facilities are closed to the public and that includes the Village Hall, Public Works, and Public Safety Departments. The lobby in the Police Department is already secured with distancing and protections built in for this environment, so that lobby stays open during normal business hours. The only other location that stays open is the train depot. There are not many people commuting but there is still a ticket agent at the train depot to conduct business. Even though Village Hall is closed, the Village operations have not stopped. Public Works is lightly staffed. If employees have the capability to work from home, they are encouraged to do so. All of the functions are the same as long as it can be done online, over

the phone, mail, or drop box. This is true for the Clerk's Office, Business Office, and Community Development.

VOTING KEY: **A=ABSENT** **AB=ABSTAIN** **N=NO** **W=Withdrawn**
 P=PRESENT **Y=YES** **R=RECUSE**

Note: *The items listed in these minutes are summaries only and are not meant to be a direct transcript of the Mayor's, Manager's, Clerk's and Trustees' comments. For actual quotes of the referenced items please refer to the Archival video copy of this meeting.*

VOTING SUMMARY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARKER	<u>Y</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>P</u>	<u>Y</u>	<u>N</u>	<u>A</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>			
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>			
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>A</u>	<u>Y</u>	<u>A</u>	<u>A</u>			
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>A</u>	<u>Y</u>	<u>Y</u>			
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>			
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>			
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>			

REPORTS

Mayor Gunter

- Called upon Chief Riley to give an update on COVID-19.
 - Chief Riley thanked the Westmont residents who are staying home and adhering to social distancing. This truly saves lives.
 - It is important to do our part for the safety of our families and those around us. We need to continue to isolate ourselves to minimize the spread of this disease. We may be affected in different ways. Some people will have symptoms that are more like a cold, while others may be on ventilators. If we do not slow down the spread of this disease our hospitals will be overtaxed. This might be the case at the end of April if social distancing is not followed. By bending the curve health care professionals are trying to prevent a spike in the amount of individuals who are sick. Together we must continue to do better to minimize the spread of this disease. Parents must continue to reinforce social distancing and kids should not play in groups. If there are questions or concerns, do not hesitate to submit an email to fire@westmont.il.gov.
 - Currently there are over 80,000 cases in the United States.
 - To date there are 2,538 confirmed cases in Illinois. Two weeks ago there were only 25.
 - 26 deaths have been reported in Illinois.



westmont.il.gov

Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

- There are currently no known cases in Westmont.
- 20 municipalities have declared local declaration, Westmont is included in one of those municipalities.
- The Police Department and the Fire Department are working together on an Integrated Incident Action Plan. Three different action plans have been put together based on how quickly this virus can spread.
- Disinfecting supplies have been distributed to all Village departments.
- Thanked Mayor Gunter & Manager May for all of the supportive efforts.
- Called upon Larry Forseberg to give an update on community business.
 - Many people have filed for unemployment due to the spread of this virus in Illinois.
 - There is an impact on our local businesses due to many restrictions that have been put in place. The businesses that have been impacted the most are the hotels, restaurants, the Westmont Automile, and other businesses that have closed.
 - We are trying to communicate information and we want to support our local business community in any way possible.
- Rotary Grove Fest in Downers Grove has been cancelled.
- Asked Larry McIntyre to give an update on Community Events.
 - Lisle has cancelled Eyes to the Skies.
 - If there is an ongoing situation, then we will have to address cancellations for events in our community.
 - There is a teleconference Tuesday of next week with local organizations to discuss the status of spring and summer events in 2020.
- The State of the Village has been postponed.
- The Westmont Community Awards Dinner has been postponed.

Village Clerk Szymski

- Waste Management will not be picking up bulk items at this time. At this time, we are unsure of when that service will resume.
- The electronic recycling has been cancelled until further notice.
- Reminded everyone to please take care of yourselves and stay in the house.

Trustee Barker

- Westmont First cancelled their meeting and we will notify people when it comes back on.
- Please take the time to fill out the Census form online, by phone, or by mail. It takes only a few minutes.
- The Environmental Improvement Committee meeting that was scheduled in April has been cancelled.
- There will be a delay in the Westmont curbside composting that was supposed to start on April 1st. Once a new date is set that will be communicated to residents.
- The seedling giveaway has been cancelled.
- The EIC is holding off on making any decisions for the riversweep, the storm drain stenciling, and the special waste collection that we were going to do at the end of April / first part of May. If the situation improves we would like to keep those programs in place. As soon as a decision is made, we will pass along that information to the public.

Trustee Liddle

- The next Administration / Finance Committee meeting will be April 9th at 4:30pm.

Trustee Nero

- The next Public Works Committee meeting won't be until June 18th. The meeting will be 4:30pm at Village Hall.
- The Public Works Committee meeting for March 26th has been cancelled.
- Gave an update on the public works project, which is about 50% complete. The building is on schedule to be finished by November 2020.
- Reiterated the importance of filling out the Census. You can do it on your phone and it takes about 5 minutes.

Trustee Barry

- The next EDC meeting will be cancelled.
- Rotary Club has postponed the reverse raffle for now. It may be tied into Holly Days or Cruisin' Nights.
- Talked about supporting local businesses in any way that is possible at this time. Grocery shopping, getting carryout, or filling up your gas tank in town helps to benefit our community in the long term.
- Credit card companies are extending the due dates for small businesses. Call your credit card company to find out more information and see if that is something your business is eligible for.

Trustee Johanik-Guzzo

- The next Public Safety Committee meeting will be 4:30pm, May 21st, at Village Hall. Everyone is invited to attend.
- The Citizens Fire Academy Class has been cancelled. A future date will be determined at a later time.
- Drug Take Back Day has been cancelled. In the meantime, residents can drop off unwanted prescriptions at Walgreens located at 1000 Ogden Avenue in Downers Grove.
- Encouraged everyone to be safe and healthy.

Trustee Addington

- Westmont Lions Club is looking for ways to assist in this time. If there are any thoughts or ideas please pass them on to me or our President of Lions Club, Stella.
- Please stay at home and be careful. Let's stop this thing now, so we can get back to normal.

ITEMS TO BE REMOVED FROM CONSENT AGENDA:

No items to be removed from the consent agenda.

(1) CONSENT AGENDA [Omnibus Vote]:

Village Manager May addressed the Board on this agenda item.

Motion by **Trustee Nero** to approve the consent agenda.

(A) BOARD MEETING MINUTES

Board to consider approving the minutes of the March 12, 2020 Village Board



Meeting.

(B) FINANCE ORDINANCE #21: Dated **March 26, 2020** in the amount of **\$1,062,191.84.**

(C) PURCHASE ORDERS

20202589	PNC Bank	\$ 126,905.26
20202590	Donald E Morris, Architect PC	86,337.92
	TOTAL OF PURCHASE ORDERS	\$ 213,243.18
	TOTAL OF PURCHASE ORDERS & FINANCE ORDINANCE #21	\$ 1,275,435.02

(D) REDUCTION IN AVAILABLE 8A LIQUOR LICENSES

Board to consider an ordinance decreasing the number of available Class 8A liquor licenses by one (1) due to the closure of Scallywags Brewing, 41 N Cass Avenue.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #1

Ayes: Addington, Barker, Guzzo, Liddle, Nero
Nays: None
Absent: None
Present: Barry

UNFINISHED BUSINESS

(2) ABSOLUTELY DELICIOUS, 18 N. CASS AVENUE

Mayor Gunter addressed the Board on this item.

Motion by **Trustee Nero** to reconsider the previous denial of the request to increase the number of available Class 23 Liquor Licenses by one (1) so that a liquor license is available for Absolutely Delicious.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #2

Ayes: Addington, Guzzo, Nero, Liddle
Nays: Barker, Barry
Absent: None

(3) ABSOLUTELY DELICIOUS, 18 N. CASS AVENUE

Trustee Guzzo made a motion to postpone an ordinance for 6 months to increase the number of available Class 23 liquor licenses by one (1) so that a liquor license is available for Absolutely Delicious.

Seconded by **Trustee Addington** and the motion to postpone for 6 months passed.

VOTE ON MOTION #3

Ayes: Addington, Barker, Barry, Guzzo, Nero, Liddle

Nays: Barker

Absent: None

(4) AMENDMENTS TO SOLICITATION REGULATIONS

Village Manager May addressed the Board on this item.

Trustee Barker expressed his concerns regarding the time frame being too lenient. Would like to consider 8:00am - 5:00pm as a new time frame.

Attorney Zemenak made comments about the legality of a time frame that is too restrictive.

Motion by **Trustee Barker** to consider an amendment to the motion to amending Chapter 22, Article IV of the Westmont Code of Ordinances to regulate hours for door-to door solicitors and peddlers, and to establish a permit fee for solicitors.

Seconded by **Trustee Nero** and the motion to amend passed.

VOTE ON MOTION #4

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: Addington, Liddle

Absent: None

(5) AMENDMENTS TO SOLICITATION REGULATIONS

Motion by **Trustee Nero** to consider an ordinance as amended to change Chapter 22, Article IV of the Westmont Code of Ordinances to regulate hours for door-to door solicitors and peddlers, and to establish a permit fee for solicitors. The new hours will be 8:00am - 5:00pm, with no such activities allowed on Sundays or national holidays.

The motion was seconded by **Trustee Liddle** to pass an ordinance as amended.

VOTE ON MOTION #5

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

NEW BUSINESS

(6) INCREASE IN AVAILABLE CLASS 3 LIQUOR LICENSES

Deputy Liquor Commissioner Mulhearn addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance increasing the number of available Class 3 liquor licenses by one (1) for Testa Inc. d/b/a Del Carmen Restaurant, 214 E Chicago Avenue.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #6

Ayes: Addington, Barker, Guzzo, Liddle, Nero

Nays: None

Absent: None

Present: Barry

(7) INCREASE IN AVAILABLE CLASS 4 LIQUOR LICENSES

Deputy Liquor Commissioner Mulhearn addressed the Board on this item.

Motion made by **Trustee Nero** to consider an ordinance increasing the number of available Class 4 Liquor Licenses by one (1) for Taste Greek Street Food, 645 N Cass Avenue.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #7

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(8) ENGINEERING AGREEMENT - GATEWAY BEAUTIFICATION OGDEN AVE PROJECT

Public Works Director Ramsey and Village Manager May addressed the Board on this item.

Motion made by **Trustee Nero** to consider an ordinance authorizing an engineering agreement with ESI Consultants for Ph3 Construction Inspection Engineering and Material Testing Services on the Gateway Beautification Ogden Avenue Project.

Trustee Barry wanted it to be noted that this is the type of project that should either be postponed or cancelled due to the uncertainty of the coronavirus situation.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #8

Ayes: Addington, Barker, Guzzo, Liddle, Nero

Nays: Barry

Absent: None

(9) NICOR ANTENNA SITE LICENSE AGREEMENT

Attorney Zemenak addressed the Board on this item.

Motion made by **Trustee Nero** to consider an ordinance approving a Personal Communications System Site License Agreement with Nicor Gas Company.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #9

Ayes: Addington, Barker, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(10) EAST QUINCY STREET ZONING REQUESTS

Community Development Director Sylvester addressed the Board on this item.

Motion made by **Trustee Nero** to consider ordinances approving the following actions for properties located on the north side of East Quincy Street, between Cass Avenue and Richmond Street:

1. Amendment to the proposed land use map in the 2013 comprehensive land use plan to re-designate said properties from single-family attached land use designation to Light/Industrial / Business Park land use designation.

Village Manager May read an email from Daniel Law Office that was submitted.

"I hope this email finds you well with all that is going on. This morning I was able to review the M1 text amendment. Since the container issue arose, IGE has had significant concern regarding the treatment of Quincy Street non residential properties. Thankfully the Mayor and Trustees recognize the situation that faced the different property owners. While no legislation can address every circumstance and the amendment recognizes this, I believe the Village has worked well with IGE and possibly other district stakeholders. IGE wanted to express this appreciation to staff as well as the Village's appointed and elected officials. At times discussions did get somewhat contentious, but the results seem to allow for reasonable opportunity.

At some point the Village will need to address this planned development regulations. When this occurs IGE hopes that you will all remember the sensitivities of the properties extended from Bales East to the township parcel."

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #10

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(11) EAST QUINCY STREET ZONING REQUESTS

Village Manager May addressed the Board on this item.

Motion made by **Trustee XXX** to consider ordinances approving the following actions for properties located on the north side of East Quincy Street, between Cass Avenue and Richmond Street:

1. Zoning Ordinance text amendment to create a new M-1 Limited Manufacturing District.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #11

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(12) EAST QUINCY STREET ZONING REQUESTS

Village Manager May addressed the Board on this item.

Motion made by **Trustee XXX** to consider ordinances approving the following actions for properties located on the north side of East Quincy Street, between Cass Avenue and Richmond Street:

1. Zoning Ordinance map amendment to rezone the following properties in this East Quincy Street corridor to the M-1 Limited Manufacturing District:
 - 20 E. Quincy Street
 - 100 E. Quincy Street
 - 130 E. Quincy Street
 - 134 E. Quincy Street
 - 138 E. Quincy Street
 - 200 E. Quincy Street
 - 222 E. Quincy Street
 - 318 E. Quincy Street

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #12

Ayes: Addington, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Barker

(13) AMENDED INTERGOVERNMENTAL AGREEMENT WITH DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

Village Manager May addressed the Board on this item.

Motion made by **Trustee Nero** to consider an ordinance approving an amended Intergovernmental Agreement with The Department of Healthcare and Family Services that will provide greater cost recovery to the Village of Westmont Fire Department for Medicaid patients.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #13

Ayes: Addington, Barker, Guzzo, Liddle, Nero

Nays: None

Absent: Barry

(14) EXTENSION OF DECLARATION OF STATE OF LOCAL EMERGENCY

Village Manager May addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance which extends until April 23, 2020 the Declaration of State of Local Emergency executed by the Mayor on March 20, 2020.

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #14

Ayes: Addington, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Barker

MISCELLANEOUS:

- Trustee Nero talked about pushing up discussions concerning the budget in light of what is happening.
- Finance Director Parker talked about assessing the situation and putting together some preliminary numbers.
- Manager May said that a teleconference discussion could be put together for Thursday, April 2nd. We are working on the adjustments and the ramifications of this obstacle. How do we predict what the revenue reduction will be on all levels and across all boards.
- Finance Director Parker started to put together an analysis and what we could expect on a monthly basis if the revenues went down significantly. We would have about 9 months that could be covered out of excess reserves.
- Mayor Gunter thought it would be beneficial to get together weekly to discuss the situation and where we are at financially. Thanked Trustee Nero for bringing that up.
- Trustee Barry wanted to thank Mayor Gunter for his calmness and leadership.

(15) ADJOURNMENT

Motion by **Trustee Liddle** to adjourn the meeting.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #15

Ayes: Addington, Barry, Liddle, Guzzo, Nero

Nays: None

Absent: Barker

MEETING ADJOURNED AT 7:45 P.M.



Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

ATTEST:

APPROVED:

Virginia Szymski, Village Clerk

Ronald J. Gunter, Mayor

Dated this 9th day of April, 2020