



**MINUTES OF A REGULAR
VILLAGE BOARD MEETING OF
THE VILLAGE OF CLARENDON HILLS
PRESIDENT AND BOARD OF TRUSTEES**

**Village of Clarendon Hills
One North Prospect Avenue, Clarendon Hills, Illinois**

April 6, 2020

President Austin called the meeting to order at 7:09 p.m.

1. ROLL CALL

Present at Roll Call: President Austin

Present at Roll Call Electronically: Trustees DeDobbelaere, Hall, Jorissen, and Knoll
(Trustee Jordan joined the meeting at 7:30 p.m. Trustee Freve joined the meeting at 7:40 p.m.)

Also Present: Village Manager Barr and Fire Chief Leahy

Also Present Electronically: Assistant to the Village Manager Creer, Community Development Director Ungerleider, Finance Director Potempa, Police Chief Dalen, Public Works Director McLaughlin, and Clerk Tandle

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

On March 16, 2020, the Board adopted Ordinance No. 20-03-09 authorizing the Village President to declare a state of emergency pursuant to Section 11-1-6 of the Illinois Municipal Code (65 ILCS 5/11-1-6). On March 18, 2020, President Austin issued a Declaration of a State of Emergency in response to the COVID-19 pandemic, together with four Executive Orders to: (1) allow the sale and delivery of packaged liquor; (2) waive late fees and penalties owed to the Village; (3) suspend Village-imposed restrictions on the hours of delivery of goods to commercial businesses; and (4) allow electronic participation in Village meetings. Because the Declaration and Executive Orders will expire upon the adjournment of this evening's meeting, staff requested concurrence from the Board to reenact the State of Emergency and to reissue the Executive Orders. The Board concurred with staff's request.

4. ADDRESSES FROM THE AUDIENCE – NON-AGENDA ITEMS – There were none.

5. RECESS TO STANDING COMMITTEE MEETINGS

Trustee Knoll moved to recess to the Administrative and Legislative, Community and Intergovernmental Affairs, and Land Use Committees at 7:15 p.m. Trustee Hall seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Hall, Jorissen, and Knoll

Nays: None

Absent: Trustees Freve and Jordan

MOTION CARRIED

Administrative and Legislative

1. On March 20, 2020, Governor Pritzker issued a statewide shelter-in-place order to minimize the spread of COVID-19. Many Village staff members have been allowed to work remotely in order to follow social distancing guidelines. Flexible scheduling has been implemented for those employees whose work cannot be performed remotely. The Village has not cut employee pay or benefits during this period, but staff has been asked to track their hours honestly to reflect their time spent at work, working from home, sheltering-in-place during work hours, or providing care to minors. Village Manager Barr stated that the Village is fully operational, although not without certain challenges. Trustee Knoll asked if any financial assistance will be provided to the Village and what financial impacts the Village may expect as a result of the COVID-19 crisis. Village Manager Barr stated that there are currently some potential tax benefits available to the Village for time spent sheltering-in-place and for time spent caring for minors. He stated that the Village will realize a loss of sales tax revenue, but that the Village is less impacted from that loss than other communities because property taxes are the primary source of revenue. Finance Director Potempa noted that 52% of the Village's budgeted revenue is based on property taxes, 11% is based on sales tax, and 11% is based on income tax. She stated that the Village will experience a loss in places for eating tax revenue, which is 1.2% of the Village's overall budgeted revenue.

2. On March 22, 2020, Republic Services notified staff that it would be reducing its services during the shelter-in-place order until at least May 1, 2020. These reductions include delaying yard waste pickups, bulk item pickups, and any additional contact pickups. Refuse and recycling services will continue as long as items are contained within the carts provided by Republic.

3. Chapter 48 of the Village Code requires that licenses be obtained to conduct raffles in the Village. The Village Attorney recommended that the Village Code be amended to reflect recent changes in State law. An Ordinance was presented for second consideration and adoption that amends Chapter 48 of the Village Code with regard to raffle licenses.

Community and Intergovernmental Affairs

1. Due to the ongoing COVID-19 pandemic, the CDC's guidance to cancel events of more than 10 people, and the Governor's banning of all events of more than 25 people, staff has not executed any contracts for bands, stage, or other vendors for the annual *Dancin' in the Street* concert series. The Special Events Committee has received verbal commitments from seven bands and the stage vendor and has also secured many of the same sponsors from last year, although it is uncertain whether sponsors will honor their commitments given the probable economic downturn.

Staff recommended that the Board delay making a final decision regarding holding the concerts until the May 4, 2020 Village Board meeting. Assistant to the Village Manager Creer stated that vehicle sticker renewals will be mailed to residents soon. He asked if the Board would like to again offer residents the opportunity to purchase *Dancin' in the Street* vehicle stickers. It was the consensus of the Board that staff should order the same number of specialty stickers as last year (500) and that any donations obtained from the sale of the specialty stickers that aren't used to offset costs for this year's concerts should be held until next year. Village Manager Barr stated that the Chamber of Commerce is considering the possibility of canceling Daisy Days this year. Police Chief Dalen indicated that he would contact the Daisy Dash Committee to determine if the annual Daisy Dash might also be canceled.

Land Use

1. On March 2, 2020 and March 16, 2020, the Board considered a draft Ordinance, which was modeled on a Western Springs Ordinance, that would amend Chapter 60 of the Village Code with respect to small wireless facility regulations. On March 16, the consensus of the Board was to proceed with adopting the Ordinance, but to exclude two provisions that would be excessively costly to the Village and burdensome on staff. A provision was also added which provides that a baseline test of the radio frequency emissions of a small wireless facility will be performed by the wireless provider, at its sole cost and expense, at the time of the initial activation, and that those results will be provided to the Director of Public Works. An Ordinance was presented for adoption that amends various sections of the Village Code relative to the permitting, regulation, and deployment of small wireless facilities, utility noise, and construction of utility facilities in the Village's rights-of-way. After discussion, the Board agreed that the Village should focus on design standards and aesthetics of 5G installations. Village Manager Barr noted that he recently participated in a conference call with staff members from neighboring communities and Verizon Wireless and that Verizon Wireless anticipates delaying any action until the COVID-19 crisis is over.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Jordan moved to reconvene the Village Board meeting at 7:45 p.m. Trustee Jorissen seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

7. ADDRESSES FROM THE AUDIENCE – AGENDA ITEMS

Derek Berg, President of the Clarendon Hills Chamber of Commerce, acknowledged business owners in the Village for their tenacity and adaptability during this period of uncertainty. He stated that the Chamber's focus now is to move in a positive direction by continuing to brand and market. The Board thanked Mr. Berg and Chamber members for the great work they are doing.

8. CONSENT AGENDA/OMNIBUS VOTE

Trustee Knoll moved to approve the Consent Agenda as itemized by President Austin. Trustee Jordan seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelare, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

8.1. Approval of the Regular Village Board Meeting Minutes of March 16, 2020 – OMNIBUS VOTE

8.2. Second Consideration/Adoption of “An Ordinance Amending Chapter 48 of the Clarendon Hills Village Code in regard to Raffles” (Ordinance No. 20-04-14) – OMNIBUS VOTE

8.3. Approval of Claims Ordinance 20-04-01 – OMNIBUS VOTE

8.4. Waive First Consideration, Second Consideration/Adoption of “An Ordinance Amending Various Sections of the Village’s Municipal Code Relative to the Permitting, Regulation and Deployment of Small Wireless Facilities, Utility Noise and Construction of Utility Facilities in the Right of Way” (Ordinance No. 20-04-15) – OMNIBUS VOTE

9. NON-CONSENT AGENDA ITEMS – There were none.

10. REPORTS OF OFFICERS

- Village Manager Barr suggested that the April 16, 2020 Village Board meeting be conducted electronically since the Zoom format worked well tonight. He will discuss the timing of that meeting with President Austin, given the limitation of the current state of emergency declaration. He also noted that the Board will be recessing to Executive Session to discuss collective bargaining matters.
- Finance Director Potempa expressed her gratitude to the Finance and Building Department staff for successfully transitioning to working from home while maintaining a high level of services during the COVID-19 crisis.
- Fire Chief Leahy reported how the Fire Department has responded to COVID-19-related emergency service calls and the time each response takes because of the precautions that paramedics and EMTs must take plus the time it takes to thoroughly disinfect the ambulance after each occurrence. He acknowledged Lieutenant Dave Godek for his efforts to acquire additional EMS protective clothing and cleaning supplies. He also acknowledged all of the Department’s personnel for the outstanding services they continue to provide while adapting to this new crisis. President Austin thanked Chief Leahy and his staff for the outstanding work they are doing. Chief Leahy also noted that the Fire Department did two “drive by” birthday parties for children. Ladder 86 and Medic 86 arrived with their lights and sirens on.

- Police Chief Dalen reported that three officers were required to be quarantined for exposure to COVID-19, but that they are all back to work now. President Austin commended the Police Department for their efforts to enforce social distancing guidelines.
- Community Development Director Ungerleider thanked the Chamber of Commerce for their diligence and hard work to promote downtown businesses and for addressing current social issues. He welcomed residents to participate in the Chamber's weekly workshops on Wednesday mornings at 9:00 a.m. by visiting the Chamber's website. The Village's website also provides a list of small business resources that can be found at www.clarendonhills.us/sbr. Director Ungerleider provided an update regarding the status of the Train Station Improvement Project, the Village Hall front porch remodeling, and the Richmond Education Gardens and Apiary project. He also stated that he continues to issue permits and has received several inquiries regarding future developments and investments in the Village.
- Public Works Director McLaughlin reported that Public Works crews continue to follow a minimum staffing plan and are alternating teams in an effort to avoid the spread of COVID-19. Crews are also maintaining appropriate distancing guidelines while at work. He also reported that ALamp Concrete Contractors, Inc. is scheduled to begin construction on the Chestnut alley project this week.

11. OTHER BUSINESS – There was none.

12. EXECUTIVE SESSION

Trustee Knoll moved to recess to Executive Session under Section 2(c)(2) of the Open Meetings Act to discuss collective negotiating matters 8:15 p.m. Trustee Jorissen seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

13. RECONVENE THE VILLAGE BOARD MEETING

The Village Board meeting was reconvened at 8:55 p.m., with the following Village Board members present: President Austin and Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll.

14. ADJOURNMENT

There being no further business to come before the Board, Trustee Jordan immediately moved to adjourn the meeting at 8:55 p.m. Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

Dawn M. Tandle
Village Clerk