

VILLAGE OF BELLWOOD
COMMITTEE OF THE WHOLE MEETING MINUTES
November 6, 2023

The Village of Bellwood conducted a Committee of the Whole meeting on Monday, November 6, 2023, at 3:30p.m. in the Village Board Room at 3200 Washington Boulevard, Bellwood, IL. 60104-1984.

Call to Order

The Committee of the Whole meeting of the Board of Trustees of the Village of Bellwood was called to order by Mayor Harvey at 3:30p.m. on Monday, November 6, 2023.

Roll Call

Those in attendance were Mayor Harvey, Clerk Janel Moreland, Trustees Ciavattone, Boston (absent), Holman, Robinson, Delgado, Nightengale, Willie Norfleet (Finance), Attorney Michael Castaldo.

1. Pledge of Allegiance
2. Approve Minutes of last Committee of a Whole Meeting
3. Approve Agenda for Committee of a Whole Meeting
4. Trustee Committee Reports
 - a. Public Works – Trustee Ciavattone, Chairman; Trustee Delgado, Member
 - b. Community Development – Trustee Boston, Chairman; Trustee Robinson, Member
 - c. Quality of Life - Trustee Holman, Chairman; Trustee Boston, Member
 - d. Administration – Trustee Robinson, Chairman; Trustee Ciavattone
 - e. Public Safety – Trustee Delgado, Chairman; Trustee Nightengale, Member
 - f. Finance – Trustee Nightengale, Chairman; Trustee Holman, Member
 - g. Ad Hoc Committees – Traffic Safety
5. Department Head Reports
 - a. Economic Development
 - i. Capital Project
 - ii. Developmental Projects
 - b. Finance Director/Comptroller
 - i. Utility Collection Billing and collection Status
 - ii. Payments of Bills
 - iii. Review of Revenue and Investments
 - iv. Inventory
 - v. Bidding
 - c. Police Department – Police Chief
 - d. Fire Department – Fire Chief
 - e. Director of Public Works
 - i. Street Department
 - ii. Water Department
 - f. Village Engineer
 - g. Building Commissioner
 - h. Director of Human Resources
 - i. Village Attorney/Corporation Counsel
 - i. Litigation (item to be reported on in executive session if required)
 - ii. Contract negotiations (item to be reported on in executive session if required), and
 - iii. Pending legal matters.
6. Clerk's Report – Per Mayor Harvey & Attorney Castaldo, the clerk will no longer give a report and Attorney Castaldo removed it from the agenda.
7. Mayor's Report
8. New Business – Discussion/Agenda Items for upcoming board meeting
9. Unfinished Business
10. Public Comment
11. Adjournment

Mayor Harvey requested a motion to approve the agenda for the November 6, 2023, COW meeting. Trustee Holman made a motion and Trustee Delgado seconded to accept the agenda of the regular COW meeting. Upon a voice vote, the motion was carried unanimously to approve the November 6, 2023, COW Meeting Agenda.

Mayor Harvey requested a motion to approve the minutes of the October 9, 2023, regular COW meeting. Trustee Ciavattone made a motion and Trustee Holman seconded to accept the minutes of the last regular COW meeting. The motion was carried unanimously to approve the October 9, 2023, COW meeting minutes.

Committee Reports

Trustee Ciavattone: regular report
Trustee Boston: absent
Trustee Holman: regular report
Trustee Robinson: regular report
Trustee Delgado: regular report
Trustee Nightengale: regular report
Ad Hoc: no report

Department Head Reports

Economic Development

Peter Tsolis reported the following:

- i. The work on the St. Charles downtown project is moving forward. Sent out proposals for demolition. It will be two mixed use buildings on both sides of the street between 27th & 28th, 1 - three story building and 1 - four story building commercial on bottom residential above. We will have renderings as they become available and move forward into the next phase. Looking to start construction sometime in Spring/Summer 2024. Additional documents regarding bond deals.
- ii. Retail and medical facility looking to move to Bellwood.
- iii. Looking to acquire more properties from the landbank.

Finance Director/Comptroller

Willie Norfleet reported the following:

- i. Utility billing – Consistent. The only thing that's higher is the over 90 days delinquencies. January we will take very aggressive action on the accounts that are 90 days.
- ii. Payments are coming in on target. Things are going well cash flow wise.
- iii. Current with all our bills. Next month will be large disbursement because we're paying the debt. We do have adequate cash flow.
- iv. Revenues on target except for property taxes which will come in December. We still have adequate cash flow to keep going without any stress.
- v. We have \$60K of interest money earned in general funds for the last three months.
- vi. The Public Hearing for the property tax levy will be December 20th at 5:45pm. The village levy is still holding at zero. The village library is looking at a 1.5% increase, which represents around \$33,000.

Police Department

Chief Allen reported the following:

- i. Currently have three officers in the field training program. All are doing well.
- ii. We have a new records clerk, Miss Jasmine Kelly. She's doing very well too.
- iii. Currently doing 3 background checks for full time police officers. Hopefully, next year when the academy starts, we can get some new people into the academy and bring us up to staff.
- iv. The Safe T Act passed a couple of years ago. The guys are doing well with it. It's a learning process.
- v. We will be participating in the Veteran's Day Celebration

Fire Department

Fire Chief Ritz reported the following:

- i. October was fire prevention month we were busy in the schools and conducted extinguisher training for KEO, which use to be the old upholstery place on Madison and St. Charles Road. We attended safety days at Borg Warner.

- ii. I submitted a grant for small equipment to replace our extractor that washes the firefighter gear. Also, there is a drying rack. The money we received from a grant for the radios, we finally got those back and they are in the test phase now. We're getting good feedback from the firefighters.

Director of Public Works

Marty Walker reported the following:

- i. Thanks for approving the 2023 street resurfacing program. We were able to complete 40 blocks. We were able to address some of our most needed streets in town and some needed a lot of repair work, and we were able to get those streets done. St. Charles from Mannheim to the village limits were much need repair.
- ii. The water meter project is completed. All remaining residential meters will be installed by the water department. Calumet City Plumbing is still doing a couple of the big meters, mostly village meters.
- iii. It's leaf season, our sweeper is out there every day and on Saturday. We have two people working at night, dump truck and sweeper.

Village Engineer

Chuck Hodges from Hancock Engineering reported the following:

- i. Ask for the board approval on the 2023 Cook County invest in cook program. That is to improve Maywood Drive from 25th Avenue to East Village Limits. Once approved it'll go back to Cook County for their board to approve it.
- ii. CDBG Subrecipient agreement is going to be due down to cook county workshop, which is scheduled Wednesday, November 16th. For the CDBG alley reconstruction for VanBuren-Jackson and Addison Creek to VanBuren.

Building Commissioner

Jim Stock reported the following:

- i. The village is getting ready to start construction at 241 Bohland. That is on today's agenda for approval. We'll get the permit finalized after that.
- ii. We approved for occupancy 77 units of the senior building. The only 3 that are left are the handicap facilities.
- iii. Dunkin Donuts is close to completion so they can get their occupancy. We have done several inspections for them so it's getting very close.

Director of Human Resources

Tonita LeShore reported the following:

- i. We are hiring in different positions, and we will be hiring in some other positions as directed by the mayor.
- ii. The calendar is moving along with the ads that's come in. I will be following up with businesses so we can have it out before the end of the year.
- iii. Tonita LeShore went over the insurance renewal report and the increase from Alliant Insurance. The renewal will be approved at the November board meeting (see the details in Consent Agenda Item A).

BOEM -

Mike Sabel reported the following:

- i. We will be at the November 11th Veteran's Day event.
- ii. We assisted Syro Malabar with their 5K run, it went very well.
- iii. We assisted the street department with a water main break on the 400 block of Mannheim.

Village Clerk - Per Mayor Harvey & Attorney Castaldo, the clerk will no longer give a report and Attorney Castaldo removed it from the agenda and the Clerk was not asked to report.

Mayor

Mayor Harvey reported the following:

- i. November 25th at 5pm we will be having our 1st Christmas Parade and lighting Ceremony in Bellwood to light up the Christmas display. The Park District will be a part of this year. Festive evening of fun with food.
- ii. Our Christmas basket giveaway for the needed is in the newsletter.
- iii. We'll also be having our breakfast with Santa event this year as well.
- iv. Kudos to Marty for the great idea of the banners with the veterans in our community.

- v. Yesterday, at Christian Unity Church, they did a ground naming ceremony for their father Bishop Will B. Dugan. It's the lot across from their church. Pastor Dugan had a dream of a new church and they're still going to make that happen.

New Businesses

Attorney Castaldo reported the following:

I'll go through the items that will appear on the consent agenda meeting at 4pm.

- i. Item A – The insurance renewal documents are in Dropbox for your review along with agreements.
- ii. Item B – Renewal of Paramedic Services contract provides staffing for the ambulance.
- iii. Item C – is a memorandum of understanding with Solstice for the greenest region to get the community involved.
- iv. Item D – Sworn statement and contracts for 241 Bohland Ave. village's single family home initiative.
- v. Item E – The engineer reported on the Cook County intergovernmental agreement. You should expect the engineer agreement in December.

Unfinished Business

None.

Public Comment

Mayor Harvey requested a motion to open the floor for Public Comment. Trustee Delgado made a motion and Trustee Holman seconded to open the floor for public comment.

All Trustees were in favor of opening the floor for public comment. Upon a voice vote, the motion was carried unanimously. Mayor Harvey declared the floor for public comment open.

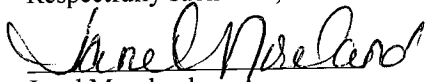
Hearing no Public Comment. There was no public in attendance. Mayor Harvey asked for a motion to close the floor for Public Comment.

Trustee Holman made a motion and Trustee Delgado seconded to close the floor for public comment. All Trustees were in favor of closing the floor. Upon a voice vote, the motion was carried unanimously. Mayor Harvey declared the floor for public comment closed.

Adjournment

Mayor Harvey requested a motion to adjourn the Committee of The Whole. Motion made by Trustee Ciavattone seconded by Trustee Holman to adjourn the meeting. Upon a voice vote, the motion was carried unanimously. Mayor Harvey declared the meeting adjourned, with no further business to come before this Board, this meeting stands adjourned at 3:55p.m.

Respectfully submitted,



Janel Moreland
Village Clerk