

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Minutes

Thursday, March 19, 2020

7:00 PM

Village Hall Board Room

Village Board of Trustees

Village President Keith Giagnorio

Village Clerk Sharon Kuderna

*Trustees: Dan Whittington, District One; Anthony Puccio, District Two;
Reid Foltyniewicz, District Three; Andrew Honig, District Four;
Dan Militello, District Five; and Bill Ware, District Six*

I. Call to Order and Pledge of Allegiance

The regular meeting of the President and Board of Trustees of the Village of Lombard held on Thursday, March 19, 2020 in the Board Room of the Lombard Village Hall was called to order at 7:05 p.m. by Village President Keith Giagnorio. Village Manager Scott Niehaus led the Pledge of Allegiance.

II. Roll Call

8 - Keith Giagnorio, Sharon Kuderna, Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware

Staff Present:
Village Manager Scott Niehaus
Director of Finance Tim Sexton
Director of Community Development Bill Heniff
Director of Public Works Carl Goldsmith
Chief of Police Roy Newton
Fire Chief Richard Sander
Assistant Village Manager Nicole Aranas
Executive Coordinator Carol Bauer

III. Public Hearings

IV. Public Participation

V. Approval of Minutes

A motion was made by Trustee Dan Militello, seconded by Trustee Andrew Honig, that the minutes of the regular meeting of March 5, 2020 be approved. The motion carried by the following vote:

Aye: 6 - Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware

VI. Committee Reports

Village President Keith Giagnorio stated: we are faced with unchartered waters; we will be spending a lot of time with each other and our families; have seen more dog-walking than I ever have and this is probably a good thing to get outside and get exercise while walking your dog; we will get

through this; we are listening to Governor Pritzker and Mayor Lightfoot; we are working hard reminding everyone to be good neighbors - only buy what you need, supplies are being delivered to stores daily, no need to stockpile; do not panic; pay attention to social distancing - stay six feet away from each other; the Village is providing core services when the residents need us the most and will continue to do so; the Village is doing everything to stay on top of this; support our local businesses; we will get through this together.

I want to take moment to thank our residents for the way that they are rising to meet this very difficult situation. As Village President, I am very proud of our community. As your neighbor, I could not be happier to be a Lombardian than I am today.

On a Village level, I want to assure you that we are doing everything we can to stay on top of this. You have my word on that. We are communicating with residents and businesses on a regular basis, and we are prepared - **not panicked**. This situation changes by the minute, but we listened to experts, we acted early, and we continue to provide our core services during this time - when residents need us the most. We will continue to support our residents and businesses, and we appreciate the public's positive support as well. We will get through this together. Take care of each other and we will continue to take care of you. Stay Lombard strong!

Community Promotion & Tourism - Trustee Andrew Honig, Chairperson

Trustee Andrew Honig, Chairperson of the Community Promotion & Tourism Committee reported:

the COVID-19 pandemic has had a dramatic negative impact on the travel and tourism sector; the threat of the virus has negatively impacted business operations, planned meetings, events and the number of business and personal trips being taken. Accordingly, overnight stays and hotel occupancy have been reduced; the Village will work with hotels when this situation is over and will continue funding future group events through the DuPage Convention and Visitor's Bureau hotel grant program; a number of local Lilac Time events, some of which are funded through the Village Local Tourism grant program, have or will be cancelled or rescheduled due to the coronavirus. If any events that are funded through local tourism grant program, including those on the agenda this evening, are impacted, we will work with the applicants to modify their event plans and continue with supportive grant funds.

Community Relations Committee - Trustee Dan Militello, Chairperson

Trustee Dan Militello, Chairperson of the Community Relations Committee noted: as Chairperson of the Village's Community Relations

Committee, I can say that right now communication with the community is one of our top priorities; the Village has launched our website <http://www.villageoflombard.org/covid19>, where we have aggregated all of our messaging on one page and we placed an alert message and banner at the top of the Village website directing people to the resource; the Village is regularly communicating with the public and our employees multiple times per week. The Village messages are being shared on social media and we are using our electronic message board signs to direct people to our website page; the Village will continue to focus on communicating to our residents and businesses during this time.

Economic/Community Development Committee - Trustee Anthony Puccio, Chairperson

Trustee Anthony Puccio, Chairperson of the Economic & Community Development Committee, reported:
Lombard is still “Open for Business” and here are the activities that are underway: temporary suspension of places for eating (PFE) tax; use of social media to encourage “shop local”; relaxation of temporary signage restrictions to allow on-site marketing for businesses that are open; creation of temporary “pick up/drop” parking spaces in downtown to assist restaurants that are open; encourage on-line permitting system usage; if paper plan submittal is still desired, a drop-box has been set up at the Police Department; automatically extending building permit expirations an additional 60 days; streamlining and providing for “after the fact” permits for emergency work; relaxation of enforcement of temporary signage restrictions to allow on-site marketing for open businesses; and conducting inspections so that commercial businesses can open and construction projects can continue.

Finance & Administration Committee, Trustee Reid Foltyniewicz, Chairperson

Trustee Reid Foltyniewicz, Chairperson of the Finance & Administration Committee, reported:
the Village has the ability to deal with the current situation due to proactive planning by the Finance Committee and Village Board; the Village maintains an operating fund balance of 25%, which is equal to 3 months of operating expenditures that can be used in unexpected situations like this; in 2016, there were two additional funds established to address situations like this; there is an Emergency Reserve Fund of \$1.8 million that was intended to be used for unexpected, large-scale events where significant Village resources are expended; there is also a Revenue Stabilization Fund of \$1.3 million that was intended to be used to offset unanticipated reductions in revenue; the Village has also suspended its 2% Places for Eating Tax on restaurants, as that is applicable when people can eat in restaurants; the Village will not be

terminating water service or penalizing customers who fall behind on water bill payments; the Village will work with residents and businesses during this difficult time.

Public Safety & Transportation Committee - Trustee Dan Whittington, Chairperson

Trustee Dan Whittington, Chairperson of the Public Safety & Transportation Committee, reported:

the Fire Department is following the IDPH and CDC guidelines when treating any suspected COVID-19 patient and wearing personal protective equipment consisting of masks, gowns, gloves and eye protection; daily cleaning and disinfecting of department vehicles and fire stations; cancelling all outside training, public education programs and non-essential fire inspections; limiting access to fire stations to employees only; Fire Department will continue to respond to any emergency incident with the necessary equipment and personnel to mitigate the incident.

The Lombard Police Department has taken the following precautions in reference to COVID-19: daily cleaning of police facilities with deep cleaning of the booking and lobby area each Saturday morning; daily cleaning of interior of squad cars to include steering wheel, keyboard, and common touch areas inside the car; continue to respond to emergency calls but non-emergency reports will be taken via the phone to the citizen; tele-Work for administrative assistants and records employees as needed; personal protective equipment (PPE) placed in each car including masks, gloves, sanitizer, and wipes; cancellation of all training, tours, ride-alongs, and interns.

Public Works & Environmental Concerns Committee - Trustee Bill Ware, Chairperson

Trustee Bill Ware, Chairperson of the Public Works & Environmental Concerns Committee, reported: the following actions are being taken by the Public Works Department: staggered hours of operation including start time, breaks, lunch period; clean-up time for field personnel; use of social media to communicate information relative to the water supply not being impacted by the COVID19; adopted measures to mitigate exposure by reducing interaction with the public and only entering homes/businesses for emergencies; encouraging employees to work remotely when possible; established flex scheduling for employees to minimize exposure risk and assist employees with family conflicts.

Board of Local Improvements - Trustee Bill Ware, President

No report

Lombard Historic Preservation Commission - Village Clerk Sharon Kuderna

No report

VII. Village Manager/Village Board/Village Clerk Comments

Village Manager Scott Niehaus reported: committee chairs have covered everything that the Village is currently doing relative to the COVID-19 pandemic; our committee structure means that each Trustee works with 8 residents on their respective committees; tunneling information to those committee members helps keep other residents informed; our staff is meeting daily and will continue to meet daily to help provide the most up-to-date information to staff and residents.

Village President Keith Giagnorio: I, as well as some of my fellow Village Board members, have personally sat in on the daily staff meetings, and have witnessed the Village Manager and staff review information that is being forwarded to us daily (and even hourly); on behalf of the Village Board, we could not be more proud of our staff than we are right now; they are working long and hard to make sure that our residents and our community are protected; we encourage you to shop Lombard - businesses that are able to be open are hurting; patronize our local businesses especially during this difficult time.

Trustee Andrew Honig noted: even though I am only 22 years old, I am asking that each of you be cautious so that we are not spreading the virus to our parents, grandparents, friends and neighbors; be responsible and think of those people who are more vulnerable; our Village is doing an amazing job - please help us keep the spread of the virus down.

President Keith Giagnorio thanked Russ and his family, owners of Scrubs In Villa Park, for their donation of masks to our first responders.

Village Clerk Sharon Kuderna read the following announcements:

The Village Hall and municipal buildings are closed to the public but Village staff will continue to work on-site and remotely, to continue offering all essential services. See the Village's daily updates on Covid-19 at www.villageoflombard.org/covid19.

The April 2 Village Board meeting has been cancelled, as well as all Village committee meetings for April. Please check the Village website for updates on when Village meetings will resume.

The 2020 Census is getting underway - as the first invitations to respond - begin to arrive soon at the nation's estimated 140 million households. For the first time, nearly everyone will be able to respond to the Census

online, by phone or by mail. For more information on the 2020 Census, visit the Village's Census webpage, villageoflombard.org/2020Census.

VIII Consent Agenda

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Payroll/Accounts Payable

- A. [200116](#) **Approval of Village Payroll**
For the period ending February 29, 2020 in the amount of \$828,427.16.
This Payroll/Accounts Payable was approved on the Consent Agenda
- B. [200117](#) **Approval of Accounts Payable**
For the period ending March 6, 2020 in the amount of \$383,482.83.
This Payroll/Accounts Payable was approved on the Consent Agenda
- C. [200120](#) **Approval of Accounts Payable**
For the period ending March 13, 2020 in the amount of \$571,585.88.
This Payroll/Accounts Payable was approved on the Consent Agenda

Ordinances on First Reading (Waiver of First Requested)

- D. [190115](#) **ZBA 19-03: 103 N. Chase Avenue - Time Extension Request**
Requesting approval of an Ordinance extending the time period to start construction of the proposed project for an additional twelve-months, until April 4, 2021. (DISTRICT #4)

This Ordinance was waived of first reading and passed on second reading with suspension of the rules on the Consent Agenda

Enactment No: Ordinance 7802 (Other ordinances previously approved 7645)
- E. [190119](#) **PC 19-03: 830 Foxworth Boulevard - Clover Creek Apartment Trash Compactor Building - Time Extension**
Requesting approval of an Ordinance extending the time period to start construction of the proposed project for an additional twelve-months, until April 18, 2021. (DISTRICT #2)

This Ordinance was waived of first reading and passed on second reading with suspension of the rules on the Consent Agenda

Enactment No: Ordinance 7803 (Other ordinances previously approved 7650)
- F. [200106](#) **Ordinance Amending Ordinance 1186 - Traffic Code**
An ordinance amending Ordinance No. 1186 (the Lombard Traffic Code) based on the recommendation from the Public Safety and Transportation

Committee, to remove a stop sign for eastbound Taylor Road near the entrance to the Park District property, as said stop sign is no longer necessary due to the redesign of the parking lot. (DISTRICT #6)

This Ordinance was waived of first reading and passed on second reading with suspension of the rules on the Consent Agenda

Enactment No: Ordinance 7804

G. [200119](#)

Amending Title XI, Chapter 123 of the Village Code in Regard to Raffles

An Ordinance amending Title XI , Chapter 123 (Raffles) of the Lombard Village Code adding a definition entitled "Law Enforcement Agency" and clarifying that a person under the age of 18 may participate in a raffle only with the permission of a parent or guardian.

This Ordinance was waived of first reading and passed on second reading with suspension of the rules on the Consent Agenda

Enactment No: Ordinance 7805

Other Ordinances on First Reading

Ordinances on Second Reading

Resolutions

H. [200095](#)

Lombard Meadows, Phase III, Resident Engineering Services

Approving a contract with Thomas Engineering in an amount not to exceed \$210,531.36. (DISTRICT #6)

This Resolution was adopted on the Consent Agenda

Enactment No: R 12-20

I. [200118](#)

Mosquito Control Services Agreement for 2020

Recommendation from staff to waive bidding and exercise a one-year extension of the Professional Services Agreement with Clarke Environmental Mosquito Management in an amount not to exceed \$88,710.00. (DISTRICTS - ALL)

This Resolution was adopted on the Consent Agenda

Enactment No: R 13-20

Other Matters

J. [200006](#)

Local Tourism Grant Application 2020 - Lombard Ale Fest

Approving a grant request from the Glenbard East Boosters in the amount of \$10,000 from Hotel/Motel funds for the 2020 Lombard Ale

Fest. Grant funds of up to \$10,000 are requested to support the expenses related to the event, including tents, fencing, security, marketing, street closure and Village services. The Lombard Ale Fest will take place on June 13, 2020. (DISTRICT #1)

This Request was approved on the Consent Agenda

K. [200007](#)

Local Tourism Grant Application 2020 - Lombard Cycling Classic

Approving a grant request from the DuPage Convention and Visitors Bureau (DCVB) in the amount of \$17,000 from Hotel/Motel funds for the second Lombard Cycling Classic. Grant funds of up to \$7,000 are requested by DCVB to support the expenses related to the event. The additional \$10,000 of funds is requested to cover the cost of village services provided. The cycling classic is scheduled to take place on July 21, 2020. (DISTRICT #1)

This Request was approved on the Consent Agenda

L. [200099](#)

Paymentus Corporation Agreement

Motion to waive bids and approve a seven (7) year agreement with Paymentus Corporation as the Merchant Service Provider for Online Utility and Miscellaneous Billing Payment with an estimated annual cost of \$110,000. (Fees are based on each transaction type, payment method and amount)

This Request was approved on the Consent Agenda

M. [200124](#)

Contract with Constellation NewEnergy, Inc.

A motion to ratify a three (3) year contract with Constellation NewEnergy, Inc. which was brokered by the Northern Illinois Municipal Electric Cooperative (NIMEC) for the provision of electrical energy for water pumping. Staff is requesting ratification of this contract.

This Request was approved on the Consent Agenda

N. [200121](#)

Human Resources Manual Revision

Motion authorizing revisions to the Village of Lombard Human Resources Manual to comply with law changes, clean up language and advancement of sick pay with approval of Department Head and Village Manager.

This Request was approved on the Consent Agenda

Approval of the Consent Agenda

A motion was made by Trustee Dan Whittington, seconded by Trustee Andrew Honig , to Approve the Consent Agenda The motion carried by the following vote

Aye: 6 - Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware

IX. Items for Separate Action

Ordinances on First Reading (Waiver of First Requested)

- A. [200123](#) **An Ordinance Providing for and Requiring the Submission of an Advisory Public Question Concerning Whether to Permit Video Gaming in the Village of Lombard, DuPage County, Illinois, to Appear on the Ballot of Electors of the Village of Lombard at the General Election to be Held on November 3, 2020**
- Ordinance formally setting the advisory referendum relative to permitting video gaming in the Village of Lombard for the November 3, 2020 general election as per the direction of the Lombard Village Board.
- A motion was made by Trustee Dan Militello, seconded by Trustee Andrew Honig, that the Ordinance Providing for and Requiring the Submission of an Advisory Public Question Concerning Whether to Permit Video Gaming in the Village of Lombard, DuPage County, Illinois, to Appear on the Ballot of Electors of the Village of Lombard at the General Election to be Held on November 3, 2020 be waived of first reading and passed on second reading with suspension of the rules. The motion carried by the following vote:**
- Aye:** 5 - Dan Whittington, Anthony Puccio, Andrew Honig, Dan Militello, and Bill Ware
- Nay:** 1 - Reid Foltyniewicz
- Enactment No: Ordinance 7806
- A-2. [200126](#) **Ordinance Amending Title III, Chapter 31 of the Lombard Village Code in Regard to the Village President's Authority to Declare a State of Emergency Pursuant to 65 ILCS 5/11-1-6**
- An Ordinance granting the Village President the authority to declare a state of emergency, pursuant to 65 ILCS 5/11-1-6, and granting the Village President the extraordinary power and authority to exercise, by executive order, during a state of emergency, such of the powers of the corporate authorities as may be reasonably necessary to respond to the emergency.
- Trustee Reid Foltyniewicz asked for clarification on what does the authority to declare a State of Emergency actually mean.
- Village Manager Scott Niehaus noted all DuPage County municipalities are adopting this in the event it is needed to carry on the day-to-day operations of each community, if Village Board meetings are canceled where business would have been conducted to pay bills, etc. Staff is requesting the Village Board approve this ordinance to update the Village of Lombard ordinance that was adopted in 1969 and dealt with mob action and civil unrest. If this ordinance is adopted, Executive Orders will be signed to allow the Village to take any necessary steps for

the Village to continue to operate and pay bills, process payroll, etc. Executive Orders will include suspending all solicitor permits, suspending the daily-fee and commuter parking permit fees, suspend the Village Code as it relates to any liquor license establishment that has not been open for 45 days to have their license suspended, allowing package sales at certain liquor establishments that do not have a license to sell package sales currently. A Declaration of a State of Emergency will allow the Village President to move swiftly to help residents and businesses as needed. The Emergency Declaration would continue until the next regularly scheduled meeting of April 16th, since the April 2nd Village Board meeting has been cancelled.

A motion was made by Trustee Reid Foltyniewicz, seconded by Trustee Anthony Puccio, that this Ordinance be waived of first reading and passed on second reading with suspension of the rules. The motion carried by the following vote:

Aye: 6 - Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware

Enactment No: Ordinance 7807

Ordinances on Second Reading

Resolutions

Other Matters

B. [200090](#)

Honorary Street Naming - Ellen Martin Way

Authorizing the designation of Maple Street between Main Street and Elizabeth Street as Honorary Ellen Martin Way to honor the contribution that Ellen Martin had to the Womens Suffrage Movement. (DISTRICT #1)

A motion was made by Trustee Andrew Honig, seconded by Trustee Dan Whittington, that the request authorizing the designation of Maple Street between Main Street and Elizabeth Street as Honorary Ellen Martin Way be approved. The motion carried by the following vote:

Aye: 6 - Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware

X. Agenda Items for Discussion

XI. Executive Session

XII. Reconvene

XIII Adjournment

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A motion was made by Trustee Bill Ware, seconded by Trustee Anthony Puccio, that the regular meeting of the President and Board of Trustees of the Village of Lombard held on Thursday, March 19, 2020 in the Board Room of the Lombard Village Hall be adjourned at 7:33 p.m. The motion carried by the following vote:

Aye: 6 - Dan Whittington, Anthony Puccio, Reid Foltyniewicz, Andrew Honig, Dan Militello, and Bill Ware