

**MINUTES OF A REGULAR MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
June 23, 2020**

Pursuant to Public Act 101-0640, which went into effect on June 12, 2020, allows public bodies to conduct remote meetings under certain conditions. The Village of Oswego has determined that an in-person meeting is not practical or prudent and therefore the Village Board will meet electronically with the appropriate meeting information for public participation and attendance provided. Instructions on public access to this meeting are available through the link within the agenda.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Troy Parlier called the meeting to order at 7:09 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Board Members Physically Present: President Troy Parlier and Trustees James Marter, Terry Olson, Pam Parr, Luis Perez and Brian Thomas.

Board Members Attended Electronically: Trustee Judy Sollinger

Staff Physically Present: Dan Di Santo, Village Administrator; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jenette Sturges, Community Engagement Coordinator, Marketing; Joe Renzetti, IT/GIS Director; Mark Horton, Finance Director; and Jay Hoover, Building Services Manager.

Staff Attended Electronically: Christina Burns, Asst. Village Administrator; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Carri Parker, Purchasing Manager; Susan Quasney, Project Engineer; Tim Zasada, Asst. Public Works Director Utilities; Anthony Bavuso, Fleet Supervisor; Ryan Morton, Village Attorney; and Karl Ottosen, Village Attorney.

Additional Attendees Physically Present: Brad Lancken, owner of FIVECO, Inc., dba C-Tec Industries; and Nate DeMont, owner of DeMont Guitars LLC.

Additional Electronic Attendees: Greg Kaleel, owner of All American Male, Inc., dba Prom Shoppe/Bella Gia; David and Suzana Chacon, owners of Dominion Martial Arts LLC; Matt Feyerabend, applicant for Comcast; and Carrie Hansen, Director of Planning & Gov't Services for Schoppe Design Assoc, Inc..

RECOGNITIONS/APPOINTMENTS

There were no Recognitions/Appointments

PUBLIC FORUM

Public Forum was opened at 7:11 p.m. Public comment was extended to allow comment through email, via phone call and attendance through the Zoom meeting. Administrator Di Santo read the comments received via email:

David Edelman addressed the Board regarding concerns about fireworks over the past three weeks; constant fireworks starting at sundown and well into the early morning hours; concerns with illegal fireworks and disrespectful neighbors; concerns for pets, military veterans suffering from PTSD, autistic children and others with sensory issues; police cannot be everywhere all night long; people are afraid to call the police; wasting police time and resources; personal safety of others; potential fires; come up with additional solutions; fines should be much more substantial; first offense should be \$500; second offense \$1,000 and third offense \$1,500; if caught after midnight, then the fine should be a minimum of \$1,000;

Tejal Patel addressed the Board regarding concerns about nighttime fireworks shows; waking up their young children and their 3-week-old baby; they have multiple white noise devices and can still hear the fireworks.

Cee Ayes addressed the Board regarding concerns about fireworks noise in the Mill Race Creek subdivision; she has a very anxious dog; fireworks are disturbing the residents and are being used until 1:30 in the morning; think of your neighbors and pets; types of fireworks being used are illegal; start fining the people who use fireworks late into the night.

Michelle Altobella addressed the Board regarding fireworks near Fox Chase Elementary; moved to Oswego in June 2017; fireworks start in the evening and sometimes go until the middle of the night; the first year she called the police multiple times; has a six year old dog who is scared; have tried different remedies; fireworks go off for three weeks; people are terrorizing veterans with PTSD by blowing off the fireworks; large fine; designate a park and one evening to blow off the fireworks.

Christa Harrison addressed the Board regarding the use of fireworks within the Village; private displays are not granted an exception for the emission of sound during nighttime hours; she recommended the Village take action by revising the current noise ordinance, placing a strict date of when fireworks are allowed to be set off for private purposes, take a firm stand on the new ordinance and fines, and repercussions to be accessed.

Shannon LeRette addressed the Board regarding fireworks in Oswego Village Square behind Village Hall; this year's fireworks and loud mortars are being set off throughout the entire week and at all hours of the night; a couple days around the holidays can be forgiven, but this year it is excessive, illegal and rude; put a stop to it.

Reta Bohn addressed the Board regarding fireworks in Oswego; fireworks create havoc for people with pets; they are creating a nightmare for pet owners; money could be better spent on an activity that benefits the majority of our town; discontinue public fireworks.

Nicole Davis addressed the Board regarding fireworks being set off at homes; this year, the fireworks have gotten out of control; they are going off every day and night, sometimes as late as 1:30am; her two dogs are terrified; fireworks seem to be coming from the same few houses; don't know if the fines need to be increased; stop issuing warnings and go directly to tickets; increase patrols by community service officers; not right that she needs to be up all night sitting in the closet with her dogs while someone is partying and setting off illegal fireworks.

There were no Zoom meeting participants who wished to speak. There was no one else who requested to speak; the Public Forum was closed at 7:22 p.m.

STAFF REPORTS

Administrator Di Santo noted that there is only one Village Board meeting in July on July 14th.

CONSENT AGENDA

- H.1 June 9, 2020 Committee of the Whole Minutes
- H.2 June 9, 2020 Regular Village Board Minutes
- H.3 Resolution Approving the Determination That No Closed Session Minutes Need to Be Released. **Resolution No. 20-R-55**
- H.4 Resolution Authorizing the Execution of a 3-Year Contract with Heritage Valley LLC, Oswego, Illinois for Leaf Disposal Services in the Amount of \$3.30 per Cubic Yard. **Resolution No. 20-R-56**
- H.5 Resolution Authorizing Reserve at Hudson Crossing, L.L.C. to Execute Change Order #6 to the Construction Contract with H. Linden & Sons in the Amount of \$19,563 for the Construction of the Reserve at Hudson Crossing Public Improvements. **Running total of the contract amount is 1.5% higher from the original bid. Resolution No. 20-R-57**
- H.6 Ordinance Revoking Ordinance #19-15 and Granting a Preliminary/Final Subdivision Plat for Old Village Hall Block Subdivision Located at Western Corner of Washington Street and Main Street. **Ordinance No. 20-29**

A motion was made by Trustee Thomas and seconded by Trustee Olson to approve the Consent Agenda; Approving the June 9, 2020 Committee of the Whole Minutes; Approving the June 9, 2020 Regular Village Board Minutes; and approving the following ordinance and resolutions:

Ordinance No. 20-29; Ordinance Revoking Ordinance #19-15 and Granting a Preliminary/Final Subdivision Plat for Old Village Hall Block Subdivision Located at Western Corner of Washington Street and Main Street.

Resolution No. 20-R-55; Resolution Approving the Determination That No Closed Session Minutes Need to Be Released.

Resolution No. 20-R-56; Resolution Authorizing the Execution of a 3-Year Contract with Heritage Valley LLC, Oswego, Illinois for Leaf Disposal Services in the Amount of \$3.30 per Cubic Yard.

Resolution No. 20-R-57; Resolution Authorizing Reserve at Hudson Crossing, L.L.C. to Execute Change Order #6 to the Construction Contract with H. Linden & Sons in the Amount of \$19,563 for the Construction of the Reserve at Hudson Crossing Public Improvements.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by an omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

BILL LIST

- I.1 Approve Bill List Dated June 23, 2020 in the Amount of \$2,286,364.28.

A motion was made by Trustee Parr and seconded by Trustee Perez to approve the Bill List Dated June 23, 2020 in the Amount of \$2,286,364.28.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

OLD BUSINESS

- J.1 Resolution Ratifying the Village President’s Executive Orders and Extending

Declaration of Local Emergency and Disaster. **Resolution No. 20-R-58**

A motion was made by Trustee Thomas and seconded by Trustee Perez to approve the Resolution Ratifying the Village President's Executive Orders and Extending Declaration of Local Emergency and Disaster.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

NEW BUSINESS

K.1 Public Hearing- Downstate Small Business Stabilization

- a) All American Male, Inc., dba Prom Shoppe/Bella Gia
- b) DeMont Guitars, LLC
- c) Dominion Martial Arts LLC
- d) FIVECO, Inc., dba C-Tec Industries

Public Hearing was opened at 7:26 p.m. Public comment was extended to allow comment through email and attendance through the Zoom meeting.

Director Cole addressed the Board regarding the Downstate Stabilization Program. The Downstate Small Business Stabilization Program (DSBSP) is a State managed program which uses federal Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds. DSBSP has been established to provide working capital funds to community's businesses economically impacted by the COVID-19 virus. The program makes funds available to qualifying businesses for 60 days of verifiable working capital up to a grant ceiling of \$25,000. The Downstate grant requires the Village to hold a public hearing for all applications the Village submits on behalf of a business. The Village of Oswego will request \$100,000 in CDBG funds, or \$25,000 for each of the four listed Benefiting Businesses, which will address the urgent needs of those businesses caused by the COVID-19 emergency.

The Downstate program has strict eligibility criteria. Eligible applicants must:

- Be a non-essential business, as defined by the State, with some exceptions
- Have no more than 50 employees and at least one (1) full time equivalent in addition to the owner
- Not be a franchise
- Have been in business, in Oswego, with the same continuous ownership since 1/1/17

The Village opened applications on Friday May 15th. Applications were due by May 27th. On June 11th, the notice of this public hearing was published in the Ledger Sentinel newspaper. The period between the 11th and today fulfills the Downstate Grant's required seven-day notice period. After this public hearing, the Village Board will consider separate Resolutions of Support for each of the Benefiting Businesses that will also authorize the Village to enter into conditional grant Participation Agreements. Staff will submit the applications once all other necessary deliverables are collected and the minutes of this meeting are approved. The Program also required the Village to pass a Fair Housing Resolution, which was passed on April 21, 2020.

There are various grant compliance requirements:

- A Benefiting Business must remain open for at least 60 days after award of the funding
- The proceeds of a grant must be split evenly between payroll and other working capital costs
- The Village must also report on any grants that are dispersed at least twice during the year following the disbursement of the funds

Benefiting Business Applicants

- 1) All American Male, INC dba The Prom Shoppe/Bella Gia
27 Main Street, Oswego IL 60543
Owned by: Greg Kaleel; attended electronically through the Zoom meeting.

The Prom Shoppe is requesting \$25,000 in CDBD Downstate Grant working capital. Located in Oswego's downtown since 1977, they are a community institution which supplies special occasion dresses, with an emphasis on proms, to the community. The March closure caused by COVID-19 kept the business from its busy season. COVID-19 also caused the cancellation of all sorts of special events that would have caused customers to purchase the dresses and formal wear sold by the shop. This eliminated almost all of their business. Adding to their loss, the Prom Shoppe had purchased approximately \$100,000 in dress inventory for the 2020 Prom season. That inventory has had to be discounted by 70% because they are now out-of-date dresses. If awarded these funds, the Prom Shoppe will use them to cover payroll and other working capital expenses, specifically fresh dress inventory for the coming season.

- 2) DeMont Guitars LLC
61A Stone Hill Road, Oswego IL 60543
Owned by: Nate DeMont; attended physically.

DeMont Guitars LLC is seeking \$25,000 in working capital from the CDBG Downstate Grant. DeMont Guitars is a small business which operates a retail store in Oswego. DeMont Guitars was established in Oswego in 2009. It repairs and sells vintage and new guitars, teaches music lessons, and even manufacturers instruments on a small scale. The COVID-19 crisis shut the retail store. They were not able to teach lessons, repair instruments, and were prevented from pursuing vital new product development and custom product contractual agreements that would expand their business. If awarded the funds, DeMont would use the CDBG award for payroll and other expenses, notably much needed new inventory.

- 3) Dominion Martial Arts, LLC
150 Kendall Point Drive, Unit B, Oswego IL 60543
Owned by: David and Suzana Chacon; both attended electronically through the Zoom meeting.

Dominion Martial Arts LLC is requesting \$25,000 in CDBG working capital. Established in Oswego in 2012, it is a mixed martial arts studio or school. The business was shut down in March with some of the staff able to continue remote lessons. Dominion Martial Arts has lost a significant number of students and is grossing less than 50% of their monthly average revenue. They are very concerned about heading into their slow season in July and August after a punishing March through June. Dominion Martial Arts will use CDBG Downstate funds for payroll and other working capital expenses. They hope to free up funds to invest in safety equipment, such as a mat cleaner.

- 4) FIVECO, Inc., dba C-Tec Industries
131 Kirkland Circle, Oswego IL 60543
Owned by: Brad Lanken; attended physically.

FIVECO Inc., dba C-Tec Industries is requesting \$25,000 in CDBG working capital. Located in Oswego since 1999, C-Tec Industries manufactures and sources waste recycling and reduction requirements. C-Tec Industries has had to lay-off over 90% of their staff due to the COVID-19 closure and suspend most operations due to lack of demand. C-Tec Industries has had a significant decrease in net income due to the COVID-19 slow down, including a 39% decrease in net income in April compared to April 2019 and a 29% decrease in May. C-Tec Industries plans to use an award to pay for operational fixed/variable costs, such as payroll, and to restore on-hand inventory levels, and equipment.

There were no public comments, email comments, Zoom meeting comments or phone comments. There was no one else who requested to speak; the Public Hearing was closed at 7:36 p.m.

K.2 Resolutions of Support for Downstate Small Business Stabilization Applications

- a) Village of Oswego Resolution of Support for All American Male, Inc. dba The Prom Shoppe/Bella-Gia **Resolution No. 20-R-59**
- b) Village of Oswego Resolution of Support for DeMont Guitars LLC **Resolution No. 20-R-60**
- c) Village of Oswego Resolution of Support for Dominion Martial Arts LLC **Resolution No. 20-R-61**
- d) Village of Oswego Resolution of Support for FIVECO, Inc. dba C-Tec Industries **Resolution No. 20-R-62**

Information and discussion on this item were covered in K.1 of the Public Hearing. Trustee Thomas thanked Director Cole; fantastic job.

- a) Village of Oswego Resolution of Support for All American Male, Inc. dba The Prom Shoppe/Bella-Gia **Resolution No. 20-R-59**

A motion was made by Trustee Marter II and seconded by Trustee Sollinger to approve a Village of Oswego Resolution of Support for All American Male, Inc. dba The Prom Shoppe/Bella-Gia.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

- b) Village of Oswego Resolution of Support for DeMont Guitars LLC **Resolution No. 20-R-60**

A motion was made by Trustee Perez and seconded by Trustee Marter II to approve a Village of Oswego Resolution of Support for DeMont Guitars LLC.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

c) Village of Oswego Resolution of Support for Dominion Martial Arts LLC **Resolution No. 20-R-61**

A motion was made by Trustee Thomas and seconded by Trustee Olson to approve a Village of Oswego Resolution of Support for Dominion Martial Arts LLC.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

d) Village of Oswego Resolution of Support for FIVECO, Inc. dba C-Tec Industries **Resolution No. 20-R-62**

A motion was made by Trustee Parr and seconded by Trustee Olson to approve a Village of Oswego Resolution of Support for FIVECO, Inc. dba C-Tec Industries.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

K.3 Resolution Authorizing Execution of a Professional Service Agreement with Engineering Enterprises, Inc., Sugar Grove, Illinois, for the Lead Service Line Replacement Program in the Amount Not to Exceed \$47,379.00. **Resolution No. 20-R-63**

Asst. Public Works Director of Utilities, Zasada addressed the Board regarding the lead service replacement program. The Village has also budgeted \$120,000 to replace lead services in FY21. Staff is assuming a cost estimate of \$10,000 - \$15,000, to be split evenly between the private and public portions. However, actual costs could vary significantly, due to variability in the length of lines and complexities involved to get to the meter location for each house.

Board and staff discussion focused on 50/50 split on costs; taking care of the entire cost; five homes with twelve homes left that are questionable; will take care of them in next year's budget; private to public replacements. There was no further discussion.

A motion was made by Trustee Marter II and seconded by Trustee Olson to approve a Resolution Authorizing Execution of a Professional Service Agreement with Engineering Enterprises, Inc., Sugar Grove, Illinois, for the Lead Service Line Replacement Program in the Amount Not to Exceed \$47,379.00.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

K.4 Resolution Authorizing the FY2021 Budgeted Purchases of Three Vehicles and Equipment: Rebuild One (1) 2004 Sterling Acterra Through Swenson Truck Equipment in the Amount Not to Exceed \$32,918; Purchase One (1) 2019 Chevrolet Silverado 4500 with Utility Box, from

Haggerty Fleet and Commercial in the Amount Not to Exceed \$57,728 and Purchase One (1) Crane Through Regional Truck Equipment in the Amount Not to Exceed \$18,219 for a Total Amount Not to Exceed \$75,947; and Rebuild One (1) 2005 Sterling Acterra Through Monroe Truck and Equipment in the Amount Not to Exceed \$66,837 for a Grand Total Not to Exceed \$175,702. **Resolution No. 20-R-64**

Fleet Supervisor, Bavuso addressed the Board regarding fleet purchases for Public Works. The Village Board approved \$477,905 for purchase/modification of Public Works vehicles in FY21. In response to potential budget impacts from COVID-19, staff has re-evaluated these purchases and made the following recommendations:

Vehicle	Description	Budget Amount	Purchase Amount	Cost Savings	Recommendation
PW04	Partial cost of FY20 purchase of dump truck	\$ 78,905	\$78,905	\$ 0.00	Truck delivered 6/9/20
PW05	Rebuild body with swap loader	\$118,000	\$ 0.00	(\$118,000)	Defer – reconsider in FY22
PW10	Rebuild body with anti-ice equip.	\$ 67,000	\$32,918	(\$34,082)	Implement now
PW124	Replace truck w/ crane truck	\$ 80,000	\$75,947	(\$4,053)	Implement now – fund from transfer from Water & Sewer
PW16	Rebuild truck	\$ 67,000	\$ 0.00	(\$67,000)	Defer – reconsider in FY22
PW18	Rebuild truck	\$ 67,000	\$66,837	(\$163)	Implement now
Total		\$477,905	\$254,607	(\$223,298)	

Staff recommended deferring \$185,000 until FY22 and delaying the rebuild of two vehicles for FY21. Upgrades to both PW05 and PW18 may be delayed this fiscal year. Staff also worked with several vendors to obtain best pricing on the rebuild of two trucks and the purchase of a new truck. This resulted in an additional cost savings of \$38,298 resulting in a total of \$175,704 for the three vehicles. Total overall cost savings for FY21 is \$223,298.

Board and staff discussion focused on the 2019 utility vehicle is new, but it is last year’s model; same warranty; will be used as the primary lift pump maintenance vehicle; have used the fire department or sub-contracted in the past; more affordable option; fleet supervisor has been pushing for rebuilds; only delaying or deferring two vehicles; over \$300,000 in savings over the past couple weeks; forecasting out what Public Works can do; always refining; rebuilding truck, cab and chassis; much of the repairs will be done in the Public Works shop; six month turnaround for rebuild; last rebuild took 14 months; need purchase order before work can begin; not leaving Public Works short on equipment and vehicles. There was no further discussion.

A motion was made by Trustee Thomas and seconded by Trustee Parr to approve a Resolution Authorizing the FY2021 Budgeted Purchases of Three Vehicles and Equipment: Rebuild One (1) 2004 Sterling Acterra Through Swenson Truck Equipment in the Amount Not to Exceed \$32,918; Purchase One (1) 2019 Chevrolet Silverado 4500 with Utility Box, from Haggerty Fleet and Commercial in the Amount Not to Exceed \$57,728 and Purchase One (1) Crane Through Regional Truck Equipment in the Amount Not to Exceed \$18,219 for a Total Amount Not to Exceed \$75,947;

and Rebuild One (1) 2005 Sterling Acterra Through Monroe Truck and Equipment in the Amount Not to Exceed \$66,837 for a Grand Total Not to Exceed \$175,702.00.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**K.5 Ordinance granting a Special Use Permit Amendment to Allow for the Addition of a New Building and Associated Site Improvements for Comcast Located at 2701 Route 34.
Ordinance No. 20-30**

There was no discussion.

A motion was made by Trustee Marter II and seconded by Trustee Perez to approve an Ordinance granting a Special Use Permit Amendment to Allow for the Addition of a New Building and Associated Site Improvements for Comcast Located at 2701 Route 34.

Aye: James Marter II Terry Olson
Pam Parr Luis Perez
Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

PRESIDENT'S REPORT

- PrairieFest has been canceled; will be bigger and better in 2021
- Drive-in movie at Raging Waves waterpark is on June 25th; \$5 per vehicle; the event is sold out.
- Phase 4 starts on June 26th
- Amphitheater/Entertainment Venue open house is on July 1st from 4pm-7pm at Village Hall; social distancing will be implemented; if you can't make it to the open house, same questions and pictures will be available on the Village's website
- Fireworks are being held on July 4th; Village will be closed on Friday, July 3rd in observance of the 4th
- New email and text notification system offers messaging to Village residents and businesses to help communicate urgent information in emergency situations, as well as, helpful and time sensitive reminders such as brush pick-up. Go to the Village's website and click on "Email Alerts" in the middle of the homepage; can pick and choose what to be alerted about

TRUSTEE REPORTS

Trustee Perez- thank you to President Parlier for his statement at the last Board meeting; Village Board should also take bias training; can't wait for next Phase.

Trustee Thomas- Phase 4 is right around the corner; fluid issue; come together; social distancing; businesses welcoming Phase 4; support needs to continue.

Trustee Olson- support local businesses; complete the census; look out for bicycles and motorcycles.

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

A motion was made by Trustee Perez and seconded by Trustee Olson to adjourn the meeting.

Aye: James Marter II Terry Olson
 Pam Parr Luis Perez
 Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

The meeting was adjourned at 8:01 p.m.

Tina Touchette
Village Clerk