

MONDAY, MARCH 20, 2023

**City of North Chicago
1850 Lewis Avenue, North Chicago, IL 60064**

Following City Council Meeting

**HUMAN RESOURCES COMMITTEE MEETING
6:51 PM**

Alderman Murphy called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF HUMAN RESOURCES DEPARTMENT MONTHLY REPORT:

Human Resources Director Liz Black provided overview of the Human Resources Department Monthly Report: monitoring of the DHS Grant; leadership session training; police department training transitioning to paylocity; 2 workers compensation claims and no liabilities; renewing certifications for CDL etc; process of negotiations with Fire Department IAFF Union; internal postings for Street Department in Public Works, interim of interviewing for Crew Leader position; PMA Monthly Safety Training; administrative clerical training **March 30, 2023**. There was monthly pot luck with departments only at this time and periodic use of miscellaneous funds.

Alderman Murphy asked if all departments were receiving safety training; Mrs. Black stated that PMA Group was provided with the majority of departments. Alderman Murphy questioned estimated time for police department of paylocity transition; Mrs. Black explained within 1-2 pay periods.

Alderman Evans suggested an elected official miscellaneous category was placed in aldermanic budget.

Alderman Allen moved, seconded by Alderman Smith that Human Resources Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 6:56 p.m.

FINANCE/AUDIT COMMITTEE MEETING

MONDAY, MARCH 20, 2023

6:57 PM

Alderman Mayfield called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF FINANCE/AUDIT DEPARTMENT MONTHLY REPORT:

Tawanda Joyner, Interim Comptroller provided overview of the Finance/Audit Monthly Report;

II. DISCUSSION OF TYLER TERMINATION AND SETTLEMENT AGREEMENT:

Interim Comptroller, Tawanda Joyner explained Tyler software termination and Settlement Agreement with City of North Chicago. BS&A Company would be provided software. In the Tyler Agreement, it indicated what the City would be able to recoup financially.

III. DISCUSSION OF NORTH CHICAGO EXCHANGE CLUB “YOUTH OF THE YEAR” SCHOLARSHIP DONATION:

Ms. Vickie Estes-Brown discussed/asked for Scholarship donation for the North Chicago Exchange Club “Youth of the Year.” The amount of **\$1,500** added for college donations; GPA requirement of **3.6 – 4.3** assisting with gift cards that would consist of: **\$250 (4)** youths and **\$500 (1)** chosen for “Youth of the Year” that would be revealed.

Alderman Mayfield explained that she and the Consulting Chief of Staff Dave Kilbane had discussion of an overall annual donation policy to be hopefully reviewed before next month.

Alderman Evans asked if they could utilize the donation from Aldermanic funds; Attorney Simon clarified only if council decided collectively for only city business. Alderman Smith questioned clarification if donation was separate funds and if he donated personally; Attorney Simon explained. Alderman Evans questioned if this was directed to all elected officials; again Attorney Simon reiterated only for city business; the Mayor had Executive powers of the City. Alderman Evans questioned if council collectively decided the Mayor’s spending; Mayor asked if authority was per State Statute.

Attorney Simon explained if donation was questionable, the Mayor could direct it to the attorney for their opinion.

Alderman Mayfield stated would be placed on the next **Committee Agenda, April 3, 2023** for discussion of a donation policy. She noted it would be an application process.

Alderman Smith moved, seconded by Alderman Evans that Finance/Audit Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 7:10 p.m.

PUBLIC WORKS COMMITTEE MEETING

MONDAY, MARCH 20, 2023

7:10 PM

Alderman Allen called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF PUBLIC WORKS DEPARTMENT MONTHLY REPORT:

Tommy Johnson Public Works Superintendent provided the overview of the Public Works Department monthly report; (3) interns would be gearing towards their certification; removed dead trees cross-training street employees to utilities; started to replace street signs – 1st Ward; filling potholes in the spring season and encouraged the residents to reach out to the Public Works Department.

Alderman Smith he commented on the city investment for potholes. On behalf of the 5th Ward, he commended the Public Works Department and Mr. Johnson was well represented by a street department employee.

II. DISCUSSION OF WATER DEPARTMENT MONTHLY REPORT:

Bob Miller, Consulting Public Works Director, provided detailed Water Department Monthly Report Alderman Smith received concerns from the residents that stickers for water cutoffs were placed on their doors. Mr. Miller stated would ensure issue was resolved and assured it was not the intention of a threat.

III. DISCUSSION OF ENGINEER MONTHLY REPORT:

Mr. Miller spoke on behalf of the City Engineer Steve Cieslica who was attending a conference. He provided overview of the Engineer monthly report; starting bids for 16th Street project scheduled at the end of March for **July 2023**; nearing completion of **2022** paving project; moving to **2023** road project and bidding in **June**.

Attorney Simon explained Detention Pond project for property at **20th & Lewis Ave.** was closed, the City became the owners and program was moving forward.

Alderman Evans moved, seconded by Alderman Murphy that Public Works Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 7:17 p.m.

PUBLIC SAFETY COMMITTEE MEETING

MONDAY, MARCH 20, 2023

7:18 PM

Alderman Evans called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF POLICE DEPARTMENT MONTHLY REPORT:

Police Chief, Lazaro Perez provided review of the Police Department Monthly Report; Chief Perez stated there were (71) traffic accidents.

Alderman Smith asked Chief if there were security cameras posted at intersection of Rt. 41 and Buckley Rd; Chief stated there was not.

Alderman Smith asked status of state funds received; Chief Perez stated still awaiting them. Alderman Smith asked what were the plans for the funds; Chief Perez explained that **\$250,000** to Brookstone at Coles Park for security and **\$290,000** for security cameras.

II. DISCUSSION OF FIRE DEPARTMENT MONTHLY REPORT:

Lt. Reid Mammoser on behalf of Fire Chief, provided overview of the Fire Department Monthly Report. Training Skills Fire Department Training in March 2023; the Lake County Health Department provided opiate kits relating to (14) deaths given to the Fire and Police Department.

Attorney Simon questioned if the medication in the kits was over –the-counter; Lt. Mammoser stated was free from the Lake County Health and the Fire Department. He announced the passing Firefighter Chris Shearer who retired **February 27, 2022**, served **20 years** with the North Chicago Fire Department; his celebration of life was scheduled Friday, **March 24, 2023**. Memorial was scheduled at **4:00 p.m.** and **6:00** dinner at the Foss Park Golf Course in the pavilion building.

Alderman Allen moved, seconded by Alderman Murphy that Public Safety Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 7:24 p.m.

ECONOMIC DEVELOPMENT/PLANNING/ZONING COMMITTEE MEETING

MONDAY, MARCH 20, 2023

7:24 PM

Alderman Smith called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF ECONOMIC DEVELOPMENT/PLANNING/ZONING DEPARTMENT MONTHLY REPORT:

Victor Barrera, Economic & Community Director provided overview of the Economic Development/Planning/Zoning Department Monthly Report; a more systematic approach to code enforcement; citing neighbors and property; how violations impacted the city community image and perception; partnered with Home Depot letter. There were an estimated (100) letters sent to homeowners that received 10% reduction toward items from violations received to become compliant weather prohibiting. Reached out to Ed Nero of Big Ed's Barbeque after (2) years expressing interest at the southwest corner of Pulaski and Green Bay Rd. He resulted in purchasing a 5-acre parcel in Waukegan; shared additional ideas with possibility of an incubator kitchen for the upcoming chefs. He had a number of ideas; people collaborating with them and would follow up.

Alderman Smith clarified that the City was built on small businesses. It was good information; Mr. Nero claimed had received pushback from city council; he was saddened that the City had missed out on a great opportunity. It was a great meeting; need to be more aggressive with acquiring small businesses.

Alderman Allen clarified that city council was in favor of him purchasing the parcel in North Chicago. Mr. Barrera mentioned there were a few parcels not city-owned; presented concept plans to Mr. Nero. There were a few sites on Green Bay Rd.

There would be a community tour of each ward with Comprehensive Plan;

Alderman Allen questioned status of the cannabis facilities; Mr. Barrera explained awaiting State to approve an operator at site selected. All regulator rules were in place.

The Mayor suggested to possibly lobby with Legislators; no control of the cannabis. He echoed the sentiments of Mr. Barrera with regulatory rules were in place and could apply with an application.

Mr. Reggie Boyson, J.J. Holmes applied though hasn't received a license; explained a few companies had come with opportunities. Regulated by the municipalities; if interested, he had the latest information with consumption lounge at 14th and Green Bay Rd. Need at least (2) acres/ The City could have a portion of the cannabis and there is no license required; unable to sell packaged only able to consume.

Hombre Darby, Community Information Coordinator was in the process of finalizing the list of businesses in the City visible on the city web-site; northchicago.org. He explained the application form procedures and various categories. It would facilitate the businesses. With method of showcasing local companies and revenue to remain in the City of North Chicago.

Alderman Smith questioned a banner and if a fee attached to place the local businesses on the website; Mr. Darby acknowledged it was; reiterating that only businesses registered in North Chicago would be on the site.

Attorney Simon asked to collaborate with Mr. Darby; a need of establishing a policy, with the businesses, who is permitted to be on the site.

Mr. Darby recommended shopping local so revenue remains in North Chicago.

Attorney Simon provided update status with George's Fresh Market. One of the owners attempted to sell the store equipment. Mr. Demonas, partner was ensuring the proceeds were distributed evenly amongst the secured creditors. The current owner had authority to evict though unable to change the locks without the presence of the Sheriff.

Alderman Jackson questioned status; Attorney Simon explained one dispute was resolved between both partners, Mr. Demonas has agreed to sell the building and dedicate the proceeds to all secured creditors. It was a forgivable loan which decreased in value with tenure and they stayed within **18** months therefore no monies was forgiven.

Alderman Smith questioned lien amounts; Attorney Simon stated was under **\$120,000**.

Alderman Evans clarified was a lesson well learned; Mr. Barrera agreed and the focus would be economic incentives that were performance based.

Alderman Smith questioned if Harold's Chicken establishment building owner was able to rent the business; Mr. Barrera explained after **April 18, 2023**. The Taco restaurant was operating when the other partner had departed.

II. DISCUSSION OF 1114 AUDREY NIXON BOULEVARD SPECIAL USE PERMIT:

Nimrod Warda, City Planner explained request for a Special Use Permit at **1114** Audrey Nixon Blvd. The daughter of previous petitioner expressed interest with a learning center for children 2-6 years old with limited-hours.

Alderman Evans questioned the estimated time with its completion; Mr. Warda explained estimated time of **(2)** months and unaware of time for state approval.

Attorney Simon noticed posts in the ground that will be removed; Mr. Warda explained it would be fenced-in area and the bathroom needed in spring season.

This will be placed on the next **Council Agenda, April 3, 2023**.

III. DISCUSSION/REVIEW OF LANDLORD LICENSE ORDINANCE AMENDMENTS:

Mr. Warda, City Planner discussed/reviewed amendments to the Landlord License Ordinance. He recommended it more simplified and explained the amendments in detail; the new deadline date for a license was changed to **December 31st**. Most communities in Lake County didn't require a Landlord License.

Alderman Allen moved, seconded by Alderman Mayfield that Economic Development/Planning/Zoning Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Nays: None

Absent: January

The meeting adjourned at 8:14 p.m.

COMMITTEE OF THE WHOLE

MONDAY, MARCH 20, 2023

8:15 PM

Mayor Rockingham, Jr., called the meeting to order.

ROLL CALL:

Present: Jackson, Mayfield, Evans, Allen, Smith, Murphy

Absent: January

I. DISCUSSION OF OMA REQUIREMENTS REGARDING 6-MONTH REVIEW OF EXECUTIVE SESSION MINUTES:

There was discussion of the 6-month review of Executive Session Minutes.

Attorney Simon clarified per OMA (Open Meeting Act). Lori Collins, City Clerk and Attorney Simon would review what minutes were to be closed or released. A Resolution would be included on a 6-month basis.

Alderman Jackson questioned month; year to be reviewed; Attorney Simon explained that the minutes were only for review; the executive minutes would be distributed to council members.

Alderman Evans asked what individual made final decision; Attorney Simon explained procedure of 6-month minute review and council approval. The attorney was more involved; Clerk Collins explained some cases were ongoing unable to be released. Both Attorney and City Clerk reviewed/released the minutes.

Alderman Mayfield hasn't recalled when the minutes were reviewed; Clerk Collins explained the **2020** minutes were advised to be held. Attorney Simon explained for clarity, there should be a Resolution of what minutes and to remain closed.

Alderman Smith questioned if the minutes were to be stored; Attorney Simon clarified indefinitely.

Alderman Jackson asked the years of minutes to be reviewed; he didn't serve at the time minutes were closed. The Mayor provided example if a case was resolved, it could be reviewed to be released in Executive Session Meeting. Clerk Collins added there minutes as far back as **2013** minutes that were previously held; to be released.

Alderman Allen moved, seconded by Alderman Mayfield that Committee of the Whole stand adjourned.

MOTION CARRIED BY VOICE VOTE

Alderman January was absent.

The meeting adjourned at 8:27 p.m.