

**PUBLIC SAFETY
COMMITTEE MEETING
CITY OF NORTH CHICAGO
1850 LEWIS AVENUE, NORTH CHICAGO, IL 60064**

**HELD VIRTUALLY VIA ZOOM
7:32 PM**

Alderman Mayfield called the meeting to order.

ROLL CALL:

Present: Mayfield, Evans, Allen, Markham, Runnels, January

Absent: Fisher

I. DISCUSSION OF SENIOR CITIZEN CARBON MONOXIDE DETECTOR PROGRAM:

Fire Chief, Dell Urban explained the City received a grant for of **\$2,500** to purchase carbon monoxide detectors (**250**) available **October 01, 2020**. It would be offered free to qualified Senior Citizens (**65+**) and one per household. She encouraged the aldermen to inform their constituents. Also, smoke detectors were provided free per scheduled appointment, installed up to (**10**) and no requirements. It would also be posted on the City's Facebook page.

Alderman Markham questioned if it was to be posted on the North Chicago Facebook page;

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

ROLL CALL:

Ayes: Mayfield, Evans, Allen, Markham, Runnels, January

Nays: None

Absent: None

The meeting adjourned at 7:36 p.m.

**PUBLIC WORKS
COMMITTEE MEETING**

**MONDAY, SEPTEMBER 21, 2020
7:37 PM**

Alderman Evans called the meeting to order.

ROLL CALL:

Present: Mayfield, Evans, Allen, Markham, Runnels, January

Absent: Fisher

I. REVIEW/DISCUSSION REGARDING CURRENT CITY CODE FEE SCHEDULE, PROPERTY MAINTENANCE FOR ALLEY RIGHTS-OF-WAY AND VARIOUS OTHER ROADWAY LOCATIONS ACROSS THE CITY INCLUDING BUT NOT LIMITED TO DEAD-ENDS AND CULD'SACS:

Public Works Director, Ed Wilmes explained there was discussion of cost associated with property maintenance, grass cutting, alley rights-of-way and various other roadway locations across the City including yet not limited to dead-end and culd'sacs. He suggested amending the ordinance allowing the inspector to cite tall grass in the alley ways.

Attorney Simon explained that amending the city code, would allow the City another tool ensuring the homeowners maintaining their property area in front and backyard. The Mayor agreed. He suggested allowing the contractors initially maintain the alley way and the remaining responsibility of the homeowner.

Alderman Evans clarified were many elderly individuals in the City and was unfair. He suggested holding the department responsible in cleaning the alleyways. The Mayor disagreed, he stated it was the responsibility of the property owners to maintain it excluding the discarded items left.

Alderman January questioned the footage from property line with owner's responsibility in vacated areas in the alleys; Attorney Simon briefly explained. She directed same question to Mr. Wilmes and he explained the current ordinance wasn't definitive of the alley maintenance and elaborated further. Alderman January asked if owners were aware of the footage requirement. She was concerned of trash left in the alley ways of numbered vacant properties and neglected. She agreed that the City should maintain it.

Mr. Wilmes mentioned one of the contractors managed the vacant properties.

Alderman Markham questioned clarification if the inspector could issue fines for alley uncleanliness; Mr. Wilmes explained that current ordinance wasn't clear and the inspectors didn't venture in that area as there were other related issues.

Attorney Simon explained that once ordinance was amended, they could respond to complaints, find problem properties proactively. He had concerns with the inspector enforcement.

Alderman Evans expressed his disappointment with continuing outsourcing the jobs. Mr. Wilmes stated there weren't any mechanics for the department equipment. Alderman Evans disagreed.

The Mayor had strong concerns of additional duties required.

Senior City Planner, Nimrod Warda explained that inspectors had difficulty in defining the property line especially with older homes and pavement markings weren't exact in alleyways. It was more challenging for the Inspectors and Public Works employees in their decision. The proposal would allow a smoother transition.

Mr. Wilmes explained the landscaper assigned to the scattered sites also managed the alley frontage. Alderman Evans strongly expressed they were the city alleys and the public works department had the equipment needed.

The Mayor suggested to amend the ordinance concerning the management of the landscape including the alleys. Alderman Evans and Mr. Wilmes agreed.

Alderman Allen suggested a plan with seasonal employees in the following year.

Alderman January agreed with Alderman Evans. There was needed discussion and some plan.

Alderman Evans added to be more mindful of the city vehicles in the alleyways. The Mayor stated that landlords should be held responsible and the seniors who have registered with the City were reflective by the water bills.

Alderman Mayfield suggested further discussion with what was entailed.

Alderman Markham stated were less alleys in the 5th ward. There were more landlord complaints received with the frontage of the homes.

Attorney Simon suggested registering as a senior citizen. Mr. Wilmes added identifying methods through senior citizen water discounts. Those who weren't seniors should maintain both the front and back of their homes. Mr. Simon explained the existing ordinance that only related to overgrown weeds, grass and plants exclusive of trash. It could affect visibility, public safety and the city aesthetics. Echoing Mr. Warda, the distance was inconsistent as not all alleys were engineered the same and the property line was unapparent.

Alderman Markham suggested the ordinance wording was inclusive of the senior citizen stipulation.

This will be placed on the next **Council Agenda, October 05, 2020.**

II. DISCUSSION REGARDING THE STATUS OF STAFFING FOR THE WATER TREATMENT PLANT, POSSIBLE OPTIONS OF RECRUITING/TRAINING/LICENSING WATER OPERATORS AND MAINTENANCE STAFF / DEVELOPMENT OF A MASTER OPERATIONS MANUAL:

Mr. Wilmes explained the water plant was currently operating with a skeleton crew. There was turnover of employees when retired. He suggested a master manual protocol for efficient operations when recruiting, training and licensing additional water operators and maintenance technician. Properly staffing was very critical.

Alderman Allen questioned clarification. Mr. Wilmes explained the proposal and costs.

Alderman January stated the City had invested cost with former Water Forman, Dave Soto; Mr. Wilmes explained that he provided the standard operation procedures at the Water Plant and were organized as the Master Operational plan. She questioned if the City ever collaborated with the Navy for a manual and various memberships for assistance that was more effective. Mr. Wilmes stated the City had reached out to others regularly partnering with water communities. The SOP'S written needed to consolidate into an operations manual. She clarified it was never completed and suggested collaborating with other surrounding areas for efficiencies and cost effective. She strongly disagreed with contracting to a private company, willing to volunteer her services. The city investment, focus, maintaining the water plant and upgrading the water plant was needed.

Alderman Evans suggested directing the Public Works Director's effort in developing a master operations manual vs. outsourcing contractors. The employees were very capable.

III. DISCUSSION OF ORDINANCE AMENDMENT 12-12-10 –ENFORCEMENT AND PENALTIES: (CODIFIED AND UNCODIFIED)

Alderman Evans suggested an ordinance amendment by reducing the 1st offence fees for the enforcement and penalties. Attorney Simon referenced to section **6-1-4**. He explained initially as a general rule, a notice of violation was issued to the property owner. He elaborated further with what was entailed with the **\$150** fees direct and indirect costs to enforce the ordinance for city reimbursement for their services. Mr. Evans stated that he was informed differently. He disagreed

Alderman January questioned attorney costs when needed city involvement; Attorney Simon stated was **\$195** per hour.

Alderman Evans questioned why police weren't permitted to issue citations on private property Attorney Simon explained that the state law provisions to the City abating the nuisances. Tall grass was defined as such. A notice was issued allowing time to resolve the issue. He couldn't speculate without the facts. Alderman Evans questioned if the complaint was issued, why couldn't the police officers have issued a citation for inoperable vehicles and were allowed on the premises. Attorney Simon advised him to direct the City emphasizing enforcement of it.

Alderman Allen directed question as their suggestion; Alderman Evans elaborated further. Alderman Allen clarified that the existing ordinance need to be enforced.

IV. REVIEW/DISCUSSION WORK ORDER FOR DESIGN ENGINEERING AND BIDDING SERVICES FOR 16TH STREET AND KEMBLE AVENUE TRANSMISSION MAIN:

City Engineer, Steve Cieslica explained the work order for design engineering and bidding services for **16th** Street and Kemble Avenue transmission main. It was an ITA Loan Interest Project and explained the directions of the roadway. Alderman Allen questioned if **16th** Street was to be attended to following the project; Mr. Cieslica acknowledged it was.

Alderman Allen moved, seconded by Alderman Runnels that Public Works Committee Meeting stand adjourned.

ROLL CALL:

Ayes: Mayfield, Evans, Allen, Markham, Runnels, January

Nays: None

Absent: None

The meeting adjourned at 9:13 p.m.

**ECONOMIC DEVELOPMENT/PLANNING/ZONING
COMMITTEE MEETING**

**MONDAY, SEPTEMBER 21, 2020
9:14 PM**

Alderman Allen called the meeting to order.

ROLL CALL:

Present: Mayfield, Evans, Allen, Markham, Runnels, January

Absent: Fisher

I. DISCUSSION OF LAKE COUNTY LAND BANK – INTERGOVERNMENTAL AGREEMENT:

Nimrod Ward, Senior City Planner explained the Lake County Land Bank was another tool and the City was responsible for attorney cost. The Land bank would petition on behalf of the City for abandonment proceedings, the land bank would be the responsible party if proceeding approved by a judge. Generally the cost was between **\$3,000-\$5,000** for legal expenses, additional cost for demolition or remediation at the property. It would be a city savings of filing expense, the land bank would curb any city cost by representing various municipalities at the same time including non-profit organizations to assist with challenged properties throughout Lake County, IL. The City did have veto rights, the abandonment procedure wasn't a guaranteed action providing certain stipulations/criteria were met. Attorney Simon offered option for cost savings although land bank could acquire ownership and Title of property if represented in behalf of the City. They anticipate methods of funding their operation.

II. DISCUSSION OF GRANT PLACE LEASE RENEWAL – BOYS & GIRLS CLUB:

Mr. Warda explained that the Boys & Girls Club was a tenant of **(12)** years, were exempt from real estate taxes; **\$5/sq ft** for base rent and the office space needed was reduced. Due to COVID-19, they had a 1-year lease with clause of providing city with a 90-day notice. In summary, the proposal adjusted the current rent structure incorporating additional expenses for CAM to reduce base rent with an increase of **\$618.89** monthly.

Alderman January questioned the current square footage utilized and costs; Mr. Warda stated **3,000/\$7.88** sq. footage with no CAM. The majority of the tenants it wasn't inclusive yet in process of discussion with the tenant to include CAM. She questioned average square footage for Tenants in Lake County, IL; Mr. Warda explained was based on class level of building and geographic location. He would need to research it further.

Attorney Simon agreed with Mr. Warda. It was a non-profit organization based on grants and donations, assisting the City for a tenant at Grant Place. Alderman January clarified that Lake County, IL had an average cost of estimated **\$10** per sq.ft. It was her understanding the City was to sell the building.

Mr. Warda suggested engaging with Lake County Partners for the average cost. The lease information was from the current one expiring and additional addendums were added. Alderman January suggested a base pay per sq. footage for all tenants at Grant Place.

This will be placed on the next **Council Agenda, October 05, 2020.**

III. PENDING MATTERS:

NEW BUSINESS

Alderman Evans questioned construction on Dugdale Rd; Mr. Wilmes stated were to install water main and a bicycle lane along Dugdale.

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

ROLL CALL:

Ayes: Mayfield, Evans, Allen, Markham, Runnels, January

Nays: None

Absent: None

The meeting adjourned at 9:42 p.m.

COMMITTEE OF THE WHOLE

MONDAY, SEPTEMBER 21, 2020

9:43 PM

Mayor Rockingham called the meeting to order.

ROLL CALL:

Present: Mayfield, Evans, Allen, Markham, Runnels, January

Absent: Fisher

I. PRESENTATION OF THE LIVE4LALI GROUP:

Mayor Rockingham explained that he was just informed that the organization established a facility in the North Chicago community. It was addressed by some of the residents and other organizations in the City. The both reached out to each other in a form of a meeting.

Laura Fry, Executive Director; Live4Lali Group, provided presentation of their organization as requested by the Mayor. She explained the history of the organization of **11 years** and its origin. It was founded following death of man from an overdose. His family organized a non-profit organization with a mission. She explained services provided, education, training, advocacy and legislation. The most recent was the “Armed Reduction of Public Health Act,” that allowed hypodermic syringe access in year of **August 2019** and in process of engaging a “Injustice Reform Bill” in the State of IL from criminalization. She clarified were a large number of overdoses during the pandemic. She provided various statistics. In **March 2020** they launched the “Mobile Outreach Unit with Waukegan/North Chicago area on **10th** St. Sanitizers and masks were included in the month of **May 2020**. Currently was engaging diligently with the Lake County and McHenry Health Department to add testing for HIV and Hepatitis C.

Alderman Mayfield questioned the time in the City; Ms. Fry stated **1-4** reflective of Thursday. She questioned clarification if both Waukegan and North Chicago on **10th** St. was serviced; Ms. Frey acknowledged they were.

Alderman Evans questioned who permitted them in the City and why not request the assistance of the governor for a building vs. a mobile vehicle; Ms. Frey explained the act was signed by the Governor and would attempt. Alderman Evans suggested maybe collaborating with the Health Department. Ms. Frey was willing to change location on the other side of the street. She shared information they had a pilot program in Round Lake Park prior (**3**) years and the Health Department was included. It was an unavailable access to the clients.

Alderman Evans asked for the Mayor’s view/opinion; The Mayor stated would make a difference politically; it would benefit both residents of Waukegan and North Chicago and would be objectors of either location.

Alderman Markham disagreed. There were a few organizations that objected them in the City. He questioned her awareness of it; Ms. Frey had accepted that as he was one of the opposing previously. He stated those who have recovered were impacted by the drug paraphernalia. He questioned if it was lawful to distribute the items in the community.

Alderman Evans questioned clarification if the Governor provided permission; Ms. Frey reiterated that the Governor passed a law in August of **2019** that allowed Hypodermic syringe access.

The Mayor explained the **1st** ward Alderwoman had informed her of **10th** St. that inadvertently ended on the North Chicago boundaries. Alderman Evans directed to the Health Department that was more familiar with it. He had strong concerns with their presence in City of North Chicago vs. Waukegan.

Ms. Frey was unaware that the (2) cities shared the same street. Attorney Simon chimed in that the organization was dedicated in improving public health and outcomes with those in need and improvement.

Alderman January recalled a statutes with exclusive needle use and wasn't clear that it was inclusive of any drug paraphernalia. Attorney Simon stated had not reviewed it and was unfamiliar with all of the compiled statutes. Secondly, she asked as a "Home Ruled Community," if it was required following the statute; The Mayor stated would direct Attorney Simon with further research and return his findings.

Alderman January questioned the Mayor's awareness with the organization in the community; the Mayor clarified was very unaware. He scheduled a meeting to meet with them and directed a presentation for discussion. She added that the council members were also aware and expressed high concerns with the principle of it including safety of the staff and North Chicago. Hopefully in the future Ms. Frey would address the Mayors and council members before entering in their location.

Alderman Markham stated was informed and addressed to the Mayor. He questioned if she visited other communities; the Mayor reached out to Ms. Frey with scheduled meeting.

Alderman Evans suggested an Ordinance following necessary guidelines as surrounding areas.

Michelle Kavouras, McHenry Program Manager stated was currently in recovery; she befriended trust and was some connection that continued with preference of a resource.

The Mayor was appreciated of their presentation and the information; He suggested a meeting with the 1st ward Waukegan Alderwoman and their Mayor. It was due to the opposition and resistance received of the North Chicago Community. Ms. Frey was hoping someone would reach out to the **60-75** residents and thankful for the opportunity.

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

ROLL CALL:

Ayes: Mayfield, Evans, Allen Markham, Runnels, January

Nays: None

Absent: None

The meeting adjourned at 10:35 p.m.

HUMAN RESOURCES COMMITTEE MEETING

MONDAY, SEPTEMBER 21, 2020
10:35 PM

Alderman Mayfield called the meeting to order.

ROLL CALL:

Present: Mayfield, Evans, Allen, Markham, Runnels, January

Absent: None

I. DISCUSSION REVISED CSO SALARY SCHEDULE, JOB DESCRIPTION FOR FACILITIES MANAGER AND COMMUNITY INFORMATION COORDINATOR:

Human Resources Director, Liz Black explained were a few additions to the CSO Salary Schedule; **pg. 7**; Economic Safety & Security Act, Whistle Blower Policy, **pg. 8**; Expense Reimbursement Policy and Credit Card Policy Guidelines. Mrs. Black explained.

There were **(2)** positions with requested upgrades due to expanded job responsibilities; Facility Manager position and Community Information Coordinator both to Grade **18**.

Alderman Evans clarified originally the position for Community information Coordinator was a contracted position and apparently cost savings. The Mayor elaborated further.

Alderman Allen disagreed that the former Community information Coordinator had the same duties/salaries. He suggested to outsource the position. Let them prove themselves for the upgrade. Attorney Simon explained the City had reviewed the job requirement under the FSLA as exempt characterized in a managerial position.

Alderman Evans disagreed with the upgrade and remain the same.

Alderman January stated the salaries were excessive for the Department Heads for the size of the City. She observed grade **16** was omitted. She was unaware of the pandemic. She suggested Grade **16** appropriated paygrade.

The Mayor was willing further review. There were additional responsibilities with the Facility Manager position and he requested a Grade **18**. He has proven himself. He recommended the Community Information Coordinator position was moved to Grade **16**.

Alderman January echoed the same sentiments of Alderman Allen. Allow time to observe and forecast and financial impact of the pandemic.

Alderman Evans questioned his current grade and step; Mrs. Black stated was Grade **14** and last step of **10**.

Alderman January recommended tightening the future budget more and emphasized the next **(2)** years would be crucial. She disagreed with the grade presented. The salaries were too high compared to the city revenue including the small number of employees.

Mrs. Black included the cost of living increase in the CSO schedule proposed. It would be reflected **October 01, 2020**.

Alderman Allen mentioned the Chief of Staff discussion; Mrs. Black stated would be discussed in Executive Session.

Alderman January disagreed with the cost of living increase; the Mayor explained the employees hadn't received a raise in years and needed to demonstrate their appreciation. Alderman Evans agreed with the Mayor. There were some employees that generating ideas in assisting with the City.

Alderman Mayfield echoed both Alderman Evans and Mayor's sentiments.

II. EXECUTIVE SESSION 5 ILCS 120 2 (C)(12) – SETTLEMENT OF CLAIMS:

Alderman Runnels moved, seconded by Alderman Allen to suspend at **11:10 p.m.** to Executive Session 5 ILCS 120 2 (C)(12) – Establishment of Reserves or Settlement of Claims.

Roll Call:

Ayes: Mayfield, Evans, Allen, Markham, Runnels, January

Nays: None

Absent: None

III. EXECUTIVE SESSION 5 ILCS 120 2 (C)(1) – PERSONNEL

NO MOTION MADE TO RESUME MEETING

Roll Call:

Ayes: Mayfield, Evans, Allen, Markham, Runnels, January

Nays: None

Absent: None

Alderman Runnels moved, seconded by Alderman Markham that Human Resources Committee Meeting stand adjourned.

MOTION CARRIED BY VOICE VOTE

The meeting adjourned at 11:50 p.m.