

Due to the ongoing public health emergency, and based on the authority provided by Executive Orders 2020-07, 2020-10 and 2020-18 issued by Governor Pritzker, limiting public gatherings and suspending the Open Meetings Act physical presence requirement, this meeting was conducted by teleconference. Public comments on any topic related to the business of the Public Body received by email or in writing by the Village Clerk prior to 5:00 p.m. on the day of the meeting were welcome. A live audio stream of the meeting was available to the public on <https://riversidetv.us/> and on Riverside TV on Xfinity Channel 6, AT&T U-Verse Channel 99.



VILLAGE OF RIVERSIDE  
BOARD OF TRUSTEES REGULAR MEETING

Minutes

*I. Call to Order:* The Regular Meeting of the Village of Riverside Board of Trustees was held telephonically, on Thursday, April 16, 2020. President Sells called the meeting to order at 7:00 p.m.

*II. Roll Call:*

Present:	President Sells Trustee Peters Trustee Gallegos Trustee Jisa Trustee Hannon Trustee Evans Trustee Pollock
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Absent: None

Also Present: Village Manager Frances  
Village Attorney Marris  
Village Clerk Haley

Also participating on the call: Fire Chief Buckley, Public Works Superintendent Tabb and Finance Director Johns.

*III. Pledge of Allegiance* – The Board did not recite the Pledge of Allegiance.

*IV. Presentations / Public Comment*

A. COVID-19 Update by Chief Buckley

Chief Buckley stated that Riverside continues to battle against the virus. He thanked everyone for observing social distancing guidelines. He stated that Riverside currently has 26 cases with 1 fatality. There were 1,140 new cases and 125 deaths reported in Illinois today, with 92 of the confirmed deaths in Cook County. Village staff has been preparing for the pandemic since mid-January. Supplies were purchased, staff was trained and tabletop exercises were conducted. The Fire Department has seen a significant increase in calls for service and the department has increased round the clock staffing in response. The village has two ambulances and one has been dedicated to handle only COVID-19 responses. This has been done to keep the other ambulance free of the virus for non-COVID-19 responses.

Chief Buckley advised that first responders have an established procedure for COVID-19 responses. Responders will wear masks and protective suits. The patient will also be masked and wrapped in blankets prior to transport to prevent cross-contamination. The ambulance and staff are disinfected after each call out.

Buckley stated that Illinois has reached a plateau with 1,200 – 1,600 new cases being reported each day. He believes we will remain at this plateau for several weeks at least. This is why it is so important to continue staying at home and social distancing when in public for essential activities. Buckley stated that in addition to residents' physical well-being, the Fire Department is also concerned about residents' mental health. Isolation is a direct contradiction to how we normally live. He commended residents for their strength in the face of adversity and stated that the Riverside's first responders are here to support residents. He urged residents to contact the department if they need assistance and to stay at home as much as possible.

President Sells thanked Chief Buckley for his professionalism and asked Manager Frances if she had a report for the Board.

**V. B. Village Manager's Report – ITEM TAKEN OUT OF ORDER: IMMEDIATELY FOLLOWING ITEM IV.A.**

Manager Frances stated that Riverside Arts Weekend will not be held this year due to the COVID-19 pandemic. RAW will return in 2021.

If the Board approves the Consent Agenda, including item I., reconstruction of Selborne Road, the 2020 construction season will start tomorrow with delivery of construction notices to residents of Selborne and the project will commence on Monday, April 27.

Manager Frances also provided an updated regarding the village's COVID-19 webpage and how the village's daily operations have changed due to the pandemic. She noted

that staff is working staggered shifts with some staff working remotely in order to maintain social distancing while also maintaining service levels. The Community Development Department is using FaceTime and Skype for inspections. Contact with the public has been minimized for the protection of all parties. Parks and Recreation staff is offering programming and suggestions for home activities on their Facebook page. The Police Department is patrolling playgrounds and ensuring social distancing in parks. All departments are reviewing revenue and expense projections and cost containment measures have already been implemented. Expenses are up overall due to the pandemic. Village staff continues to post updates on the COVID-19 page of the Village website, including resources for businesses, updates from various government agencies, Flood Brothers, village departments and President Sells. Manager Frances thanked village staff for their dedication during the pandemic. She also thanked residents for their patience and support.

**V. A. Village President’s Report – TAKEN OUT OF ORDER: IMMEDIATELY FOLLOWING ITEM V.B.**

President Sells thanked Chief Buckley and Manager Frances for their updates. He stated that the Boards’ hearts go out to everyone who is suffering. The kindness, support and community outreach he has witnessed has been inspiring. Sells stated everyone is going to need all the strength they can muster in the weeks to come. He advised residents that precautions will likely remain in place for some time and he urged residents to remain vigilant. He asked residents to stay home and take care of themselves so they are able to help others and stated that no one is safe until everyone is safe.

**IV. B. Arbor Day Proclamation – TAKEN OUT OF ORDER: IMMEDIATELY FOLLOWING ITEM V.A.**  
President Sells read the Arbor Day Proclamation.

C. Public Comment – There was no public comment received.

**V. *Reports of Village Officers***

A. *Village President’s Report – TAKEN OUT OF ORDER (see above)*

B. *Village Manager’s Report – TAKEN OUT OF ORDER (see above)*

**VI. *Approval of Consent Agenda***

President Sells read the Consent Agenda aloud. He noted that Item VI.N. had been withdrawn.

A. Ratify Voucher List of Bills April 2, 2020

B. Approve Voucher List of Bills April 16, 2020

C. Approve Village Board of Trustees Regular Meeting Minutes March 19, 2020

D. Review and file Landscape Advisory Commission Regular Meeting Minutes February 22, 2020

E. Review and file Community Development, Finance, Fire, Police and Public Works Department March 2020 Monthly Reports and Finance Department January and February 2020 Monthly Reports

F. Review and file Community Development Department 2019 Annual Report

G. A Resolution approving an amendment to the Illinois Department of

Transportation's Local Agency Agreement for Federal Participation with the Village of Riverside for the Metra Station Area Pedestrian Access Improvement Project

- H. A Resolution authorizing the expenditure of Motor Fuel Tax Funds in the amount of \$26,000
- I. A Resolution authorizing the Village Manager to execute a contract with Burke, LLC, for the purpose of providing Designer-Led Design-Build services for the reconstruction of Selborne Road and the resurfacing of Parkway Road in the amount not to exceed \$1,240,000
- J. A Resolution Authorizing the Execution of a Consent to the Variances in the Approved Versions of the Intergovernmental Agreement by and Between the Village of Brookfield, Illinois, the Village of La Grange Park, Illinois, the Village of Lyons, Illinois, the Village of Riverside, Illinois, and the Cook County Forest Preserve District for the Des Plaines River Trail South Extension
- K. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Issue a Purchase Order to Fox Valley Fire and Safety for Services Related to the Engineering and Installation of a Fire Suppression System at 43 E. Quincy St. for an Amount Not to Exceed \$24,721
- L. Motion to approve an Update to the Village of Riverside Special Event Policy
- M. An Ordinance Amending Section 1-5-2 (Elective, Appointive Officers; Term) of Chapter 5 (Officers; General), Title 1 (Administrative) of the Village Code of the Village of Riverside, regarding Term Limits
- N. A Resolution authorizing submission of a grant application in the amount of \$750,000 to the Paul Bruhn Historic Revitalization Grants Program for repair and refurbishment of the Riverside Historic Water Tower - WITHDRAWN

President Sells asked if any of the Trustees required an item to be removed from the Consent Agenda for Discussion. Hearing no requests, he called for a motion and second to approve Consent Agenda items A. – M.

Trustee **Gallegos made a motion** to approve. Trustee **Pollock seconded** the motion.

**AYES:** Trustees Peters, Gallegos, Jisa, Hannon, Evans and Pollock.

**NAYS:** None

**Motion passed.**

*VII. Reports of Departments, Commissions and Trustee Liaisons – None.*

*VIII. Ordinances and Resolution – None.*

*IX. Considerations – None.*

*X. New Business*

Trustee Jisa asked if fellow trustees were interested in discussing the issue of requiring residents to wear face coverings in public. He noted that some communities are requiring this.

Trustee Hannon suggested that the Board should get input from local business owners before making a decision to require face coverings.

President Sells asked staff to reach out to local business owners to get feedback on the issue. He

also noted that Governor Pritzker may provide guidance on this matter prior to the Board's next meeting.

*XI. Adjournment*

President Sells urged everyone to stay safe and go to the Village website for COVID-19 updates. He thanked everyone for participating in the meeting telephonically. He noted that there would not be an Executive Session and called for a motion and second to adjourn the meeting.

Trustee **Gallegos made a motion** to adjourn. Trustee **Pollock seconded** the motion.

**AYES:** Trustees Peters, Gallegos, Jisa, Hannon, Evans and Pollock.

**NAYS:** None.

**Motion passed.**

President Sells declared the meeting adjourned at 7:22 p.m.

Respectfully submitted:

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Village Clerk Haley

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Date Approved

*XII. Executive Session – None.*