



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 on Thursday, June 3, 2021, in Room 4 of the Riverside Township Hall, 27 Riverside Road, Riverside, IL 60546. President Ballerine called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call Present: President Ballerine
Trustee Pollock
Trustee Marsh-Ozga
Trustee Gallegos
Trustee Evans
Trustee Hannon
Trustee Claucherty

Absent: None

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

IV. President's Report

(This is an opportunity for the Village President to report on matters of interest or concern to the Village.)

A. A Motion to appoint Gint Lietuvninkas to the Preservation Commission to fill a vacancy, term to expire 2024

President Ballerine stated that he was honored to appoint Mr. Lietuvninkas to the Preservation Commission.

Trustee Gallegos made a motion to confirm the appointment. **Trustee Marsh-Ozga seconded** the motion.

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS: None.

Motion passed.

Mr. Lietuvninkas was present at the meeting so Clerk Haley swore him in.

President Ballerine announced that going forward, village boards and commissions would return to in person meetings following all CDC recommendations for mask wearing as respects vaccinated and unvaccinated commission members and guests.

V. *Manager's Report*

(This is an opportunity for the Village Manager to report on matters of interest or concern to the Village.)

Village Manager Frances stated that the village will once again be allowing door to door solicitation. To help residents stay informed about who has a valid solicitation permit, staff has created a Trending Topic on the homepage of the village website where permit holders will be listed so residents can easily confirm whether or not someone has been approved to go door to door.

Manager Frances congratulated Public Safety Director Buckley on obtaining his Chief Fire Officer designation.

VI. *Resident Comments – Non-Agenda Items*

(This is an opportunity for members of the audience to speak about matters that are not included on this agenda. Residents may speak to matters on the agenda as those items are brought up and they are recognized by the Village President.) – None.

VII. *Consent Agenda*

(Matters on the Consent Agenda will be considered by a single motion and vote, because they have been fully considered by the Board at a previous meeting, or have been determined to be of a routine nature. Any member of the Board of Trustees may request that an item be moved from the Consent Agenda to Pending or New Business for separate consideration.)

President Ballerine read the Consent Agenda aloud.

- A. Approve Voucher List of Bills June 3, 2021
- B. Approve Corrected Village Board of Trustees Regular Meeting Minutes April 15, 2021
- C. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Enter into Various Purchase Orders for Fiscal Year 2021
- D. A Resolution Authorizing the Village Manager to Enter an Agreement with Northern Illinois University for Student Internships

President Ballerine asked if any of the Trustees needed an item to be removed from the Consent Agenda for discussion. Hearing no requests, he called for a motion and second to approve the Consent Agenda.

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

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS: None.

Motion passed.

VIII. Board and Commission Reports

(This is an opportunity for Commissioners and Board Members to update the public and the members of the Village Board regarding items of interest or concern to the Village.)
None.

IX. Pending Business

(This agenda item includes discussion and/or action on matters previously presented to the Board of Trustees.) – None.

X. New Business

(This agenda item includes discussion and/or action on matters not previously presented to the Board of Trustees.)

A. A Resolution authorizing a Temporary Use for an outdoor tent for worship at 116 Barrypoint Road – Riverside Presbyterian Church

Village Manager Frances stated that the Board has previously approved Temporary Uses of tents due to the COVID-19 pandemic. Riverside Presbyterian Church has submitted an application for a Temporary Use for a 16 x 30 foot tent for worship on their property at 116 Barrypoint Road from June – September 2021. President Ballerine noted that John Jansky of Riverside Presbyterian Church was in attendance if any of the trustees had questions about the application.

Trustee Evans stated that when she drove by the location earlier in the week, it looked like the church planned to store chairs under the tent. Mr. Jansky stated that the tent has been taken down and the chairs have been removed. The church was not aware that storage of chairs or other equipment under the tent was not permitted.

Trustee Hannon thanked Mr. Jansky for coming to the meeting. He expressed concern that the church put up the tent without first going through the special use process. Mr. Jansky stated that he had been seeking clarification from the village regarding putting up the tent since March and in the absence of a response from the village, the church decided to move forward with putting up the tent.

President Ballerine apologized for the miscommunication between the village and the church and thanked Mr. Jansky for having the tent taken down pending approval of the Temporary Use. Ballerine stated that the church and the village are both here to serve the community and expressed hope that the two organizations would be able to work together collaboratively moving forward.

Trustee Hannon expressed additional concerns regarding possible uses of the tent in addition to worship services on Sunday mornings. Mr. Jansky stated that there were no additional planned uses for the tent; however, other church groups may decide to meet outside under the tent on occasion. President Ballerine asked that

the church keep the lines of communication open with the village and Mr. Jansky stated that they would.

Trustee Gallegos made a motion to approve the Temporary Use. **Trustee Claucherty seconded** the motion.

Manager Frances stated that the motion should include reference to the tent complying with applicable building and fire codes.

Trustee Hannon requested that the approval be conditioned upon the tent not having sides.

There were no objections to either of the amendments.

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS: None.

Motion passed.

- B. A Resolution authorizing a Temporary Use for outdoor tents for classrooms for Riverside School District 96 – Ames, Blythe, Central and Hauser Schools
Village Manager Frances stated that this request is a continuation of the current Temporary Use. There are currently tents in use at Ames, Blythe, Central and Hauser Schools and there would be no changes to their size or configuration. Frances stated that she has confirmed with District 96 Superintendent Ryan-Toye that the tents will be taken down at the end of the school year and will not be put back up until the start of the next school year.

Trustee Gallegos made a motion to approve the Resolution with the condition that the tents have no sides. **Trustee Claucherty seconded** the motion.

Trustee Pollock asked for confirmation that the tents were pandemic related. He asked if the board should require that they be removed when the pandemic is over. Manager Frances stated that the tents are currently an outgrowth of the pandemic and the schools are subject to different guidelines than the general public. She noted that Superintendent Ryan-Toye was not able to attend the meeting but can attend an upcoming meeting if the Board needs additional information. She noted that the school hopes to continue using tents in the future for outdoor learning.

Trustee Pollock stated that in the absence of the pandemic, the use of tents becomes a simple zoning matter and perhaps the school district should go through the zoning process.

Trustee Evans concurred. She noted that when the tents were first approved last year, there were certain conditions to the approval. She also noted that Ames has just undergone a significant renovation and has a lot of additional space for students. She thinks the schools should go through the zoning process if they would like the tents to remain up once the pandemic is over.

Trustee Hannon stated that he agrees with Trustee Pollock on principle; however, he is concerned about restricting use of the tents because children are not vaccinated yet.

President Ballerine stated that he would rather have the tents located behind each building, as they are at Hauser.

Trustee Hannon asked that the motion to approve be amended to include the conditions of the original approval. In addition to the tents having no sides, there can be no storage under the tents and the tents must be taken down if they are not being used. **Trustee Gallegos amended** his motion. **Trustee Evans seconded** the amended motion.

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS:

Motion passed.

- C. A Motion to approve the Special Event Application for Paddle on Outfitters, Inc., Kayak Rentals, Friends of Riverside Kayak Event on Sunday, June 13, 2021
Parks & Recreation Director Malchiodi stated that the Friends of Riverside Kayak paddle event is an outgrowth of the CMAP study recommendation to build connections to the river. He stated that offering enhanced access to the river is a priority of the Parks & Recreation Department and with the encouragement of Trustee Gallegos, the department has secured a vendor to provide kayak rentals and guided kayak tours. Matt Capes of Paddle on Outfitters is very excited to offer this activity in Riverside. Tours will start at the Scout Cabin in two hour intervals end at Swan Pond. All transportation and equipment, including flotation devices, will be provided by the vendor and all participants will also receive instructions on safety prior to embarking. Registration will be done directly through Paddle on Outfitters and the department will promote the event. Department staff and the vendor have been monitoring river conditions and the vendor notified the department today that the water level is too low to hold the event on the originally planned date of June 13. The rescheduled date is June 27 from 5:00 a.m. – 5:30 p.m.

Trustee Evans asked if children would be permitted to participate. Malchiodi stated that children under the age of 18 must be accompanied by an adult. Evans then

inquired if public safety personnel would be on hand during the event. Malchiodi stated that he would work closely with Public Safety Director Buckley to monitor river conditions and ensure safety. Evans also asked if the event would leave a footprint at the Scout Cabin. Malchiodi stated that the event will not leave a footprint. Participants will be directed to meet at the Green Parking lot and walk to the Swan Pond. They will then be transported to the Scout Cabin by the vendor.

Trustee Gallegos expressed disappointment that the river level is too low to hold the event on the originally proposed date. He noted that the new date will coincide with the 5th Annual Scuff Gross Memorial Kayak Regatta which will start at McCormick Woods at 10:00 a.m. He noted that Riverside TV will film the event.

Trustee Evans expressed concern regarding having so many kayakers in the river at the same time. Manager Frances stated that Public Safety Director Buckley will be on hand.

Trustee Pollock asked about the ticketing procedure for those who had already purchased tickets for the event on June 13. Trustee Gallegos stated that tickets purchased for June 13 would be refunded and people would need to purchase tickets for the event on June 27.

Trustee Gallegos made a motion to approve the special event application. **Trustee Evans seconded** the motion.

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS: None.

Motion passed.

- D. A Motion to approve the Special Event Application for American Legion Post 488's River Lantern Night on Friday, June 11, 2021

Village Manager Frances stated that River Lantern Night was first held in Riverside in 2019 to commemorate the 100th Anniversary of the American Legion. This year's event is scheduled for June 11 at dusk. To honor service members, biodegradable lanterns will be placed in the Des Plaines River at Swan Pond and float downstream where they will be retrieved by volunteers in kayaks and canoes.

Trustee Evans made a motion to approve the special event application. **Trustee Pollock seconded** the motion.

AYES: Trustees Pollock, Marsh-Ozga, Evans, Hannon and Claucherty.

NAYS: None.

Abstain: Trustee Gallegos.

Motion passed.

XI. Trustee Reports and Communications

(This is an opportunity for Trustees to inform residents of events or items of special interest.)

Trustee Evans stated that June is Pride Month and LGBTQ rights are under attack with over 80 pieces of legislation introduced nationwide restricting LGBTQ rights. She encouraged residents to show solidarity with members of the LGBTQ community by flying a Pride Flag during the month of June. She noted that Indivisible has free Pride flags and anyone interested in obtaining one should email the group.

Trustee Gallegos stated that the Memorial Day ceremony in Guthrie Park was well done and well received, but the Gold Star site is still incomplete because it still lacks electricity and a plaque. He asked the board to include funding for electrical work in the upcoming budget discussions.

Trustee Ballerine stated that the 12th year of the Riverside Farmers Market got off to an excellent start with almost 1,000 shoppers on opening day. He encouraged everyone to patronize the market and please wear a mask if not fully vaccinated. He thanked Parks & Recreation Director Malchiodi and the market managers for their stewardship of this weekly event which energizes and showcases the Central Business District.

XII. Adjournment

With nothing further to discuss and no need for an Executive Session, President Ballerine called for a motion and second to adjourn the regular meeting.

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

AYES: Trustees Pollock, Marsh-Ozga, Gallegos, Evans, Hannon and Claucherty.

NAYS:

Motion passed.

President Ballerine declared the meeting adjourned at 7:38 p.m.

Respectfully submitted:

Village Clerk Haley

Date Approved

XIII. Executive Session – None.