



Village of Itasca  
Village Board of Trustees Regular Meeting Minutes  
Tuesday, April 7, 2020  
7:00 p.m.  
Itasca Municipal Complex, Board of Trustees Room

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**1. Call to Order**

Mayor Pruyn called to order the Village Board of Trustees Regular Meeting at 7:06 p.m.

**Roll Call**

PRESENT: Mayor Jeff Pruyn, Trustee Dino Gavanes, Trustee Ellen Leahy, Trustee Jeff Aiani, Trustee Frank Madaras, Trustee Kathy Linsner, Trustee Mike Latoria.

ABSENT: None.

Others Present: Safety Director Bob O'Connor, Administrative Services Manager Jessica Spencer, Public Works Director Ross Hitchcock, Village Administrator Carie Anne Ergo, Village Deputy Clerk Deanne Curelo, Village Attorney Chuck Hervas, Village Clerk Jody Conidi.

**2. Pledge of Allegiance**

Mayor Pruyn led the Pledge of Allegiance.

**3. Audience Participation**

No Audience Participation.

**4. Meeting Minutes**

**a. Village Board of Trustees Meeting Minutes – March 17, 2020**

Trustee Gavanes moved to approve the Village Board of Trustees Meeting Minutes of March 17, 2020. Trustee Latoria seconded. Motion carried by unanimous voice vote.

**5. Presentations**

No Presentations.

**6. President Comments**

Mayor Pruyn thanked Village Administrator Ergo and Deputy Clerk Curelo for scheduling and organizing the online Zoom meeting.

**a. Declaration of a State of Emergency and Executive Orders – COVID-19**

Trustee Gavanes moved to approve Resolution 1194-20, "A Resolution Declaring a State of Emergency and Ratifying Executive Orders Nos. 001-20 through 007-20 (COVID-19)". Resolution 1194-20 extends the State of Emergency and the Mayor's extraordinary power granted by Ordinance 1936-20 and 65 ILCS 5/11-1-6 until the next regular meeting of the Village Board and includes Executive Orders 001-20 through 007-20:

- Executive Order 001-20, "Executive Order to Suspend Water Utility Shut Off and Waiving All Water and Sewer Late Fees and Fines";

- Executive Order 002-20, "Executive Order Waiving Municipal Late Fees and Fines for Non-Payment of Fines or Registrations"
- Executive Order 003-20, "Executive Order Amending SECTION 30.110(L) of the Itasca Municipal Code to Raise the Village Administrator's Authority to Enter into Contracts from \$5,000 to \$25,000"
- Executive Order 004-20, "Executive Order Allowing Businesses That Pay Food and Beverage Tax to Sell Packaged Liquor"
- Executive Order 005-20, "Executive Order Extending Local Liquor Licenses for All Businesses Except Videogaming"
- Executive Order 006-20, "Executive Order Extending First Quarter Municipal Parking Permits"
- Executive Order 007-20, "Executive Order Regarding Village Employee Paid Leave"

Trustee Latoria seconded.

**Roll Call:**

Aye – Trustees Aiani, Gavanese, Latoria, Leahy, Linsner, Madaras.

No – None.

Absent – None.

**MOTION APPROVED.**

**b. Declaration of a Local Disaster – COVID-19**

Trustee Madaras moved to approve Resolution 1195-20, "A Resolution Extending a Declaration of a Local Disaster in the Village of Itasca (COVID-19)" until the next regular meeting of the Village Board after the extension of Gubernatorial Executive Order 2020-10 extending the declaration ends April 30, 2020. Trust Leahy seconded.

**Roll Call:**

Aye – Trustees Aiani, Gavanese, Latoria, Leahy, Linsner, Madaras.

No – None.

Absent – None.

**MOTION APPROVED.**

Mayor Pruyn thanked Trustee Linsner for her service in the healthcare profession during the COVID-19 outbreak.

**7. Community Development Committee Report**

Chair: Trustee Latoria, Co-Chair: Trustee Gavanese

Trustee Latoria had no report.

**8. Capital and Infrastructure Committee Report**

Chair: Trustee Aiani, Co-Chair: Trustee Latoria

Trustee Aiani had no report.

**9. Finance and Operations Committee Report**

Chair: Trustee Madaras, Co-Chair: Trustee Linsner

**a. Special Counsel for Land Use and Development - Engagement**

Trustee Madaras moved to approve Resolution 1191-20, "A Resolution Authorizing Execution of an Engagement Letter with Mahoney, Silverman & Cross, LLC for Special Counsel Matters Related to Land Use". Attorney Hervas recused himself from projects related to the Itasca Country Club due to his membership to the club. Trustee Leahy seconded.

**Roll Call:**

Aye – Trustees Aiani, Gavanese, Latoria, Leahy, Linsner.

No – Trustee Madaras.

Absent – None.

**MOTION APPROVED.**

**10. Intergovernmental Committee Report**

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

Trustee Leahy reported the Intergovernmental Committee is holding regular phone meetings to share information and problem solve for the COVID-19 outbreak, and Itasca Cleaners is producing masks.

**11. Consent Agenda**

- a. Resolution 1190-20 regarding 2020-2021 Lawn Mowing and Landscape Maintenance Award to Allscape, Inc.
- b. 2020 Wastewater Treatment Plant Additional Work Partial Payment 2 to J.J. Henderson and Son, Inc.
- c. 2019 Sidewalk Removal and Replacement Program Payout 1 to Davis Concrete
- d. 2019 Watermain Replacement Catalpa Avenue and District Drive Payment 4 and Final to A-Lamp Concrete Contractors
- e. Resolution 1196-20 regarding Renewal of Liability Insurance Policies with Arthur J. Gallagher

Trustee Gavanese moved to approve the Consent Agenda. Trustee Leahy seconded.

**Roll Call:**

Aye – Trustees Aiani, Gavanese, Latoria, Leahy, Linsner, Madaras.

No – None.

Absent – None.

**MOTION APPROVED.**

**12. Payment of Bills – April 7, 2020**

Trustee Madaras moved to approve the payment of bills through April 7, 2020 in the amount of \$834,953.97. Trustee Linsner seconded.

**Roll Call:**

Aye – Trustees Aiani, Gavanese, Latoria, Leahy, Linsner, Madaras.

No – None.

Absent – None.

**MOTION APPROVED.**

**13. Department Head Reports**

Mayor Pruyn will hear Department Head Reports at the Committee of the Whole Meeting immediately following the Village Board of Trustees Meeting

**14. Village Administrator Report**

Mayor Pruyn will hear the Village Administrator Report at the Committee of the Whole Meeting immediately following the Village Board of Trustees Meeting

**15. Closed Session**

No Closed Session.

**16. Adjournment**

Trustee Gavanis moved to adjourn the Village Board of Trustees Regular Meeting at 7:25 p.m. Trustee Latoria seconded. Motion carried by unanimous voice vote.

Submitted this 7th day of April 2020.



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Jody A. Corfidi, Village Clerk