

MEETING OF THE BOARD OF TRUSTEES REGULAR SESSION
11004 Carpenter Street, Mokena, Illinois 60448

Session #015

July 22, 2024

CALL TO ORDER

Mayor Fleischer called the regular session of the Board of Trustees to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

The Board of Trustees recited the Pledge of Allegiance.

ROLL CALL/ESTABLISHMENT OF QUORUM

Clerk Martini called the roll and the following Trustees were present:

The following Trustees were present:

Debbie Engler
Melissa Fedora
Terry G. Germany
George J. Metanias
Terence Smith

Absent: Rob Dauphinais

Also present were the following: Village Clerk Melissa Martini; Village Administrator John Tomazoski; Finance Director Nathan Pasbrig; Village Attorney/Human Resources Director Carl Buck; Chief of Police Brian Benton; Director of Public Works Jim Kulesa; and Community Development Director Brent Cann

DISCOVER MOKENA

On behalf of the Mokena Chamber of Commerce, Cindy Gamboa thanked the sponsors and volunteers for the 4th of July Parade. She then presented trophies to the winning entries.

Clerk Martini presented the Community Calendar.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Village Administrator John Tomazoski presented two (2) items on the Consent Agenda for Board approval. These items are strictly administrative in nature.

- a. Motion to approve a one-time base salary adjustment for Deputy Chief Randal Stumpf in the amount of \$4,653.45 (3%) effective June 1, 2024.
- b. Motion to approve the minutes from the July 8, 2024 Board Meeting and Work Session.

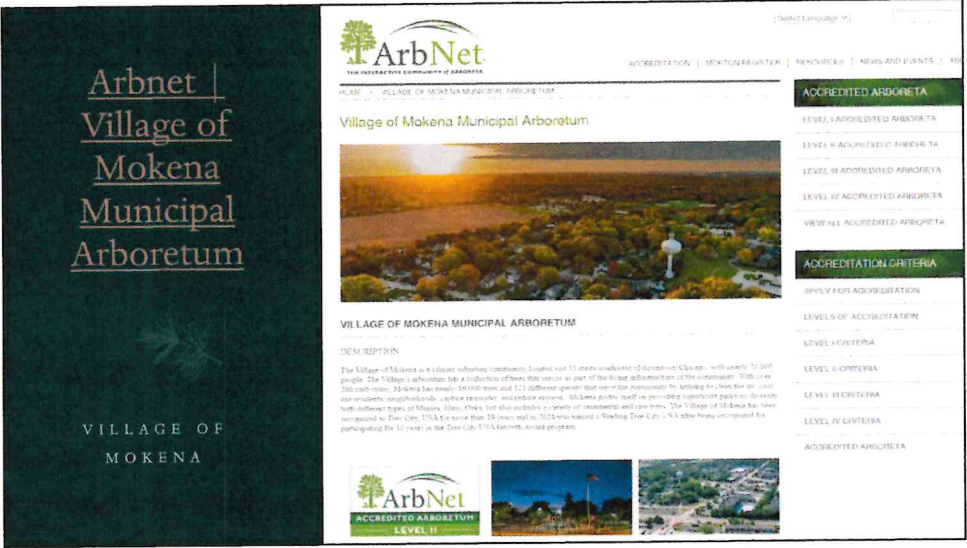
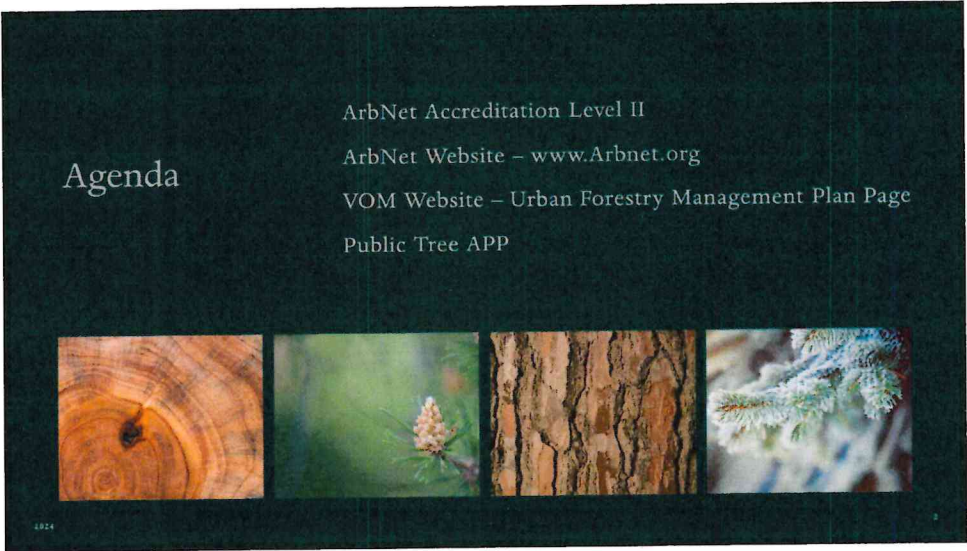
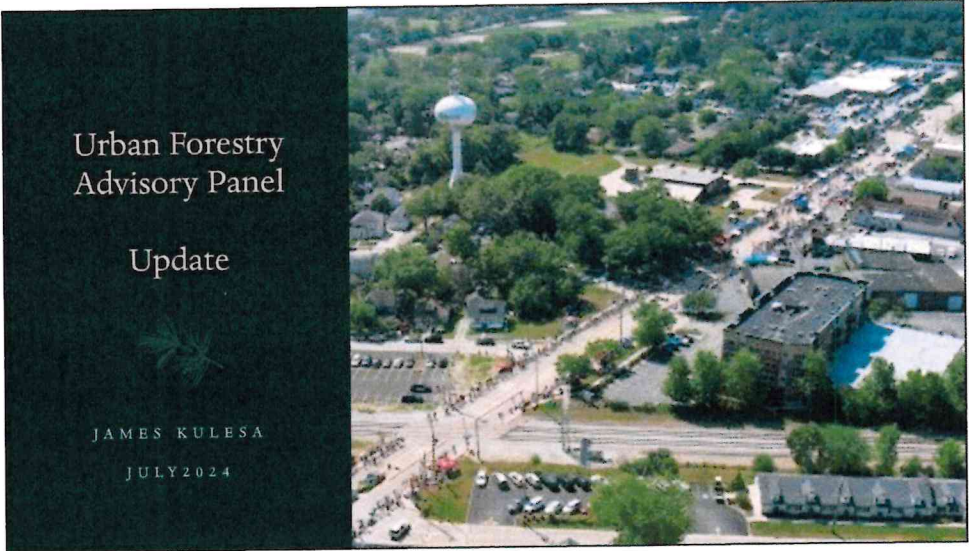
Trustee Engler made a motion to approve Consent Agenda items 6 (a) and (b) as depicted in the July 18, 2024 Request for Board Action prepared by the Village Administrator. Trustee Metanias seconded.

AYES: (5) Engler, Fedora, Germany, Metanias, Smith
NAYS: (0)
Absent: (1) Dauphinais
Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

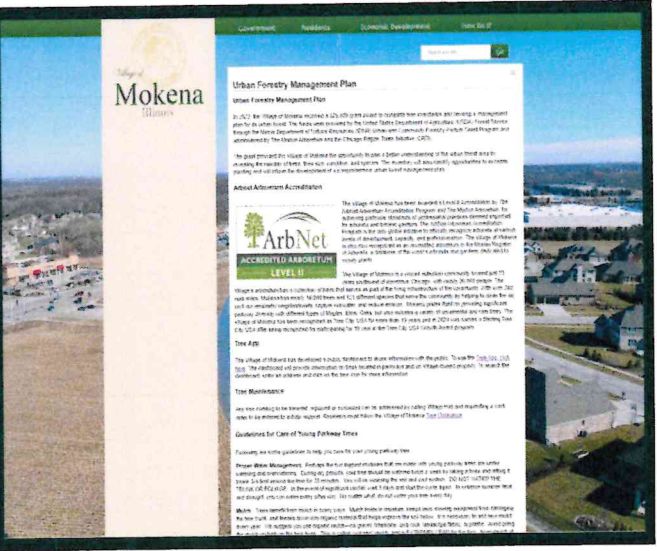
Urban Forestry Advisory Panel and ArbNet Update

Director of Public Works Jim Kulesa presented the following item:



Village of Mokena Website Page

- 1. Urban Forestry Management Plan
- 2. ArbNet Arboretum Accreditation
- 3. Tree APP
- 4. Tree Maintenance and Ordinance
- 5. Guidelines for Care of Young Parkway Trees



The screenshot displays the Village of Mokena website. The top navigation bar includes links for Government, Residents, Economic Development, and More. The main content area features a large image of a park with a sign that reads 'Village of Mokena'. Below the image, there is a section titled 'Urban Forestry Management Plan' and another titled 'ArbNet Accreditation'. The 'ArbNet Accreditation' section includes a logo for 'ArbNet Accredited Arboretum Level II' and text describing the Village of Mokena's commitment to urban forestry.

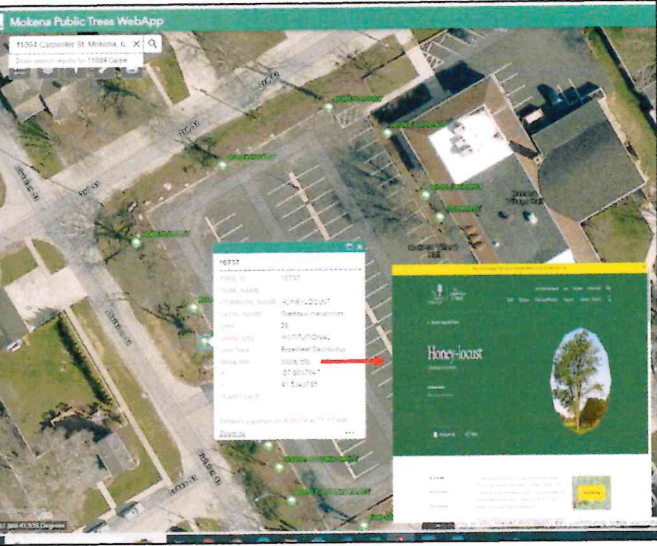
Public Tree Tour App



The screenshot shows the 'Welcome to the Village of Mokena Municipal Arboretum Self-Guided Tree Tour App!' screen. It features a map of the Village of Mokena with a green overlay. The text on the screen includes: 'Welcome to the Village of Mokena Municipal Arboretum Self-Guided Tree Tour App!', 'Click on the "My Location" tab to zoom to your location', 'Click on a tree point to learn more about it', and 'Click on the "More Info" field to learn about that tree species'. There is also a 'Village of Mokena Illinois' logo and a 'Do not share this app's screen again' checkbox.

Village of Mokena Municipal Arboretum Tree App

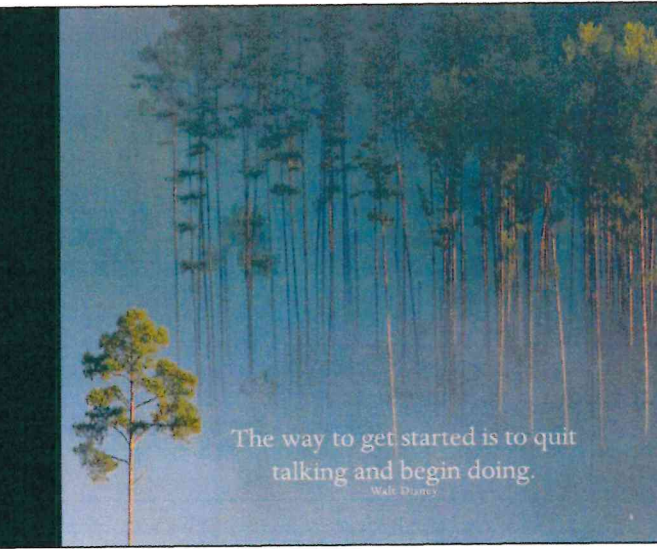
SELF-GUIDED



The screenshot displays the 'Mokena Public Trees WebApp'. It shows a map of the Village of Mokena with a green overlay. A pop-up window is visible, showing details for a tree at 16757, including its name, location, and a photo. The app also features a 'Honey-loast' logo and a 'Tree Tour' button.

Thank you

James Kulesa



The image shows a dense forest of tall, thin trees, likely pines or firs, with a clear sky in the background. The trees are reflected in a body of water in the foreground.

The way to get started is to quit talking and begin doing.
— Walt Disney

Director of Public Works Kulesa provided an update and information to the public regarding the Village’s achievement of receiving ArbNet Level II accreditation, the

ArbNet website, the new Village of Mokena Urban Forestry Management Plan website page and the public tree application.

Mayor Fleischer discussed the importance of trees and thanked Director of Public Works Kulesa and the Public Works Department for the work they've done with this project.

PRE-SCHEDULED PROPOSALS / PRESENTATIONS AND VISITORS
N/A

PUBLIC HEARINGS
N/A

OLD BUSINESS

Municipal Software Consultant

Finance Director Nathan Pasbrig presented the following item:

Village of Mokena Municipal Software Consultant

Board of Trustee Meeting
July 22, 2024

Software Status

- Initially purchased in 1989
- Software is only used for finance, business licenses and utility billings.
- Requires several manual processes and is heavily paper-based.
- Hardware is due to be updated.

How did we get here?

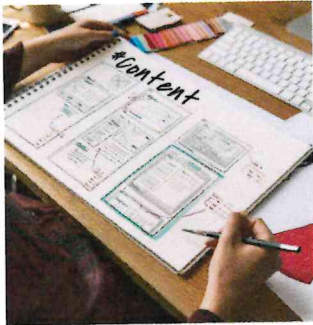
- August 2023
 - Initial meeting between Greg Anderson, Jim Kulesa, Nate Pasbrig
 - Discussed software needs and wants
- Several follow-up meetings in August & September.
- October 16, 2023 – BS&A Presentation
- November 15, 2023 – Tyler Technology Presentation
- November 16, 2023 – Springbrook Presentation

Initial Software Analysis

Advantages	Disadvantages
<ul style="list-style-type: none">• Cloud based system• No hardware or software upgrades and maintenance• System backup is automatic and offsite• Eliminate manual tracking and duplicating programs which will reduce staff time• Integrate the same software between all departments• Increase resident engagement	<ul style="list-style-type: none">• Significant amount to train staff• Risk of staff not accepting the software and the significant changes• Provides several add-ons that may or may not benefit Mokena.• Does the software meet the Village's needs?

Benefits of using a consultant

- Experts with different types of municipal software.
- Purchase the best software for the next 15-20 years.
- Staff is limited.
- Will assist with staff buy-in.
- Verify software will actually fit our needs.
- Verify Village doesn't purchase unnecessary add-ons.
- Assist in final vendor demonstrations to help clarify software benefits and disadvantages.
- Previously used consultants:
 - Police Station
 - Phone System



Baecore Group

- Requested the following assist:
 - Review current processes, challenges, goals, objectives, department needs and software.
 - Develop a strategy to implement the above items which may include recommended changes to processes and potential policy changes.
 - Software RFP guided selection
 - Contract review & recommendation
- Take 6-10 months to completed their analysis and bring the Village to signing of the contract for new software.
- Proposed contract does not include cost of the software or any additional consulting services after signing contract for new software.
 - Second agreement will be necessary for implementation.
- Total investment is \$56,213

Analysis of Baecore Group

Staff talked to Tinley Park, Itasca, Chicago Heights:

Comments:

- Assessment was beneficially when determining which software to go with.
 - Recommended modules that shouldn't be included because of restrictions with staff.
- Baecore is very honest, upfront, direct and indicate what will and will not work.
- If it wasn't for Baecore, the Village would have been off track within a few months.
- Assisted with integrating other technologies into the new software.
- Major benefit with negotiate price of the software.
- Baecore will push to get the project completed on time.

Any Questions?

Finance Director Pasbrig stated that at the July 8, 2024 work session meeting, the Board discussed the option of hiring two different consultants, Baecore Group and Government Finance Officers Association, to assist the Village with purchasing new municipal software.

Finance Director Pasbrig presented a history of the Village's current software and historical background regarding Village staff's review of software vendors and municipal software project consultants. He provided a current software analysis and discussed the advantages and disadvantages of purchasing new municipal software for the Village. Based on Village staff's research and software introductions, Village staff is recommending Baecore Group to assist with the Village's purchase of municipal software.

Finance Director stated Baecore Group has been used by several municipalities across the United States to assist with the purchase and implementation of new municipal software. Local municipalities that have used this firm include Tinley Park, Chicago Heights, Itasca, Warrenville, Olympia Fields and River Forest. Assistant Village Administrators and Finance Directors from these municipalities have spoken highly of the Baecore Group.

Trustee Engler made a motion to approve a contract between the Village of Mokena and the Baecore Group, as a consultant to assist the Village of Mokena with the purchase of new municipal software, in the amount of \$56,213 and to authorize Village President to execute the same. Trustee Metanias seconded.

Mayor Fleischer informed the public that this item was previously discussed by the Village Board at a work session meeting, which is why there are no questions or comments for this presentation.

AYES: (5) Engler, Fedora, Germany, Metanias, Smith

NAYS: (0)

Absent: (1) Dauphinais

Motion carried

Hotworx, 19070 Everett Blvd., Unit 8: Special Use Permit Request

Community Development Director Brent Cann presented the following item:

Special Use Permit Request

Village Board Action

19070 Everett Blvd Unit 108

Village Board Meeting

July 22, 2024

Request

Applicant

Mr. Jason Tinman, Business Owner

Location

19070 Everett Blvd Unit 108

Zoning


C-1A General Commercial District

Use

Commercial Indoor Recreation

Request

Special Use Permit to allow "24 Hour Unattended Business with Controlled Access"



Business Operation

• Virtually Instructed Exercise Program

• Use Infrared Heat Absorption During Workout

• Workouts Include:

• Hot Yoga

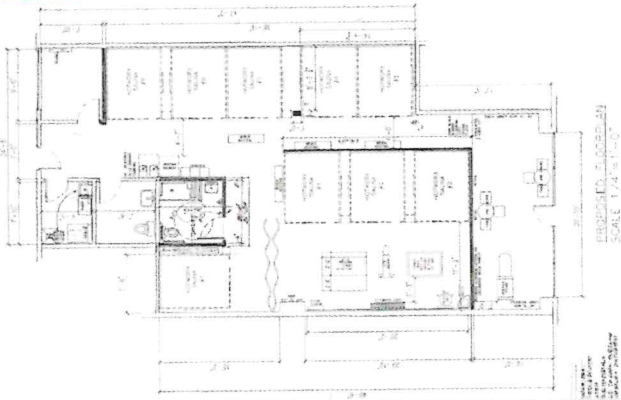
• Pilates

• Hot Cycling

• Hot Rowing

• 24-Hour Access

Floor Plan



Hours of Operation

- Open 24 Hours
 - Staffed Hours
 - Monday – Thursday 11 AM to 8 PM
 - Friday – Saturday 9 AM to 6 PM
 - Sundays entirely unattended
- Access Control - Brivo, cloud-based access control system with app-access for members
- Security System – Eagle Eye, cloud-based security system
- Emergency Help System – Mytrex, emergency help button system

Board Motion

“Motion to approve Ordinance 2024-0-__ granting Special Use Permit for twenty-four hour, seven days a week, unattended business operation for the business operating as HotWorx, located at 19070 Everett Blvd, Unit 108, Mokena, IL 60448”

Community Development Director Cann stated that business owner, Mr. Jason Tinman, is seeking conceptual approval from the Village Board regarding their Special Use Permit request to allow 24-hour access to his business Hotworx located at 19070 Everett Blvd., Unit 108. Hotworx is a virtually instructed exercise program created for users to experience the many benefits of infrared heat absorption while completing a 30-minute Isometric workout or a 15-minute High Intensity Interval Training (HIIT) session. These workout sessions include but are not limited to, hot yoga and pilates, hot cycling, and hot rowing. There are approximately 600 Hotworx locations across the United States. Commercial Indoor Recreation is permitted in the C-1A General Commercial District. However, 24-hour unattended access requires Special Use Permit approval from the Village Board.

Community Development Director Cann reviewed the floor plan and provided a summary of the business operations. The petitioner is proposing to have 3 employees at the Mokena location. Staffed hours will be Monday-Thursday, 11:00 a.m. - 8:00 p.m., Friday 9:00 a.m. - 6:00 p.m. and Saturday 11:00 a.m. – 4:00 p.m. Sundays will be entirely unattended. The petitioner is proposing to use Brivo, a cloud-based access control system which will be utilized for members through an app. In addition, the petitioner will be using Eagle Eye, which is a cloud-based security system. Lastly, the petitioner will be installing Mytrex, which is an emergency help button system.

Trustee Engler made a motion to approve Ordinance 2024-O-028 granting Special Use Permit for twenty-four hour, seven days a week, unattended business operation for the business operating as HotWorx, located at 19070 Everett Blvd, Unit 108, Mokena, IL 60448. Trustee Metanias seconded.

Trustee Metanias clarified his comments from the previous work session meeting and stated he is not in favor of 24-hour unattended access to the facility due to safety concerns.

AYES: (3) Fedora, Germany, Smith
NAYS: (2) Engler, Metanias
Absent: (1) Dauphinais
Motion carried

Village Administrator John Tomasoski presented comments from Trustee Dauphinais for the record: “Per my comments at the May 28, 2024 and July 22, 2024 work sessions, I am not in favor of this project due to safety concerns. Thank you.”

Mayor Fleischer advised the Village Board and the petitioner that if the vote had ended up in a tie, he would have voted in favor of the project.

NEW BUSINESS

N/A

VILLAGE ADMINISTRATOR’S COMMENTS

Village Administrator John Tomasoski discussed the inclement weather and storm damage from July 15, 2024 and presented various photos of damage that occurred in the Village. He thanked Director of Public Works Jim Kulesa, Rob Skolds, Jamie Smith, the Public Works Department, Deputy Chief of Police Randal Stumpf, the Mokena Police Department, Greg McElyea and members of Emergency Services and Disaster Agency (ESDA), Fire Chief Joe Cirelli, Deputy Fire Chief Campbell, the Mokena Fire Department, Assistant Community Development Director Krzysztof Kociolek, and Village staff for all their efforts to assist with the storm damage. He thanked Jeff Cordova for his assistance with two water main breaks that followed the inclement weather. He thanked Dale Butler and the Water Department. He thanked staff at Village Hall for all their hard work through unfavorable working conditions to assist residents. He thanked the utility companies for their cooperation with the Village to assist the community and he thanked Frankfort Township for assisting the Village with clean-up efforts by sharing their street sweeper. He informed residents needing branch pickup assistance to contact the Village Hall at (708) 479-3900 to provide their address and stated Public Works crews will be working to pick them up.

Village Administrator Tomasoski announced that Will County Emergency Management Agency is asking residents and businesses to fill out their Storm Damage Survey for those impacted by the storms on July 15, 2024 and provided the website information to fill out the survey. He presented information regarding Illinois Treasurer Michael W. Frerichs I-Cash program and invited residents to attend the Illinois Treasurer Michael W. Frerichs’ I-Cash event at the Village Hall on July 25, 2024, from 9:00 a.m. to 3:00 p.m.

TRUSTEES’ COMMENTS

Trustee Engler thanked everyone involved in assisting with the storm damage clean up from July 15 and highlighted the efforts of the Public Works Department. She discussed the great turnout for the Village’s Food Trucks on Front event on July 17 and invited everyone to the next event on August 7.

Trustee Germany thanked the Public Works Department, Fire Chief Joe Cirelli, Chief of Police Brian Benton and all first responders for their efforts in assisting with the recent storm damage throughout the community.

Trustee Smith thanked the Public Works Department and all Village staff for their efforts to assist with the recent storm damage. He congratulated Director of Public Works Jim Kulesa and highlighted the Village’s achievement of receiving ArbNet Level II accreditation and further shared his appreciation for all the great work on the project.

Trustee Fedora congratulated all 4th of July Parade winners for their efforts and participation. She thanked Cindy Gamboa and the Gemmel family for their assistance with the event. She thanked the Public Works Department for their quick clean up assistance with the storm damage on Front Street.

Trustee Metanias discussed the recent storm damage and thanked the Public Works Department, Chief of Police Brian Benton and the Police Department, ESDA, the Water Department, Fire Department, and everyone that came together to assist the community. He thanked Village Attorney/Human Resources Director Carl Buck for filling in at the Village Hall while Village Administrator John Tomasoski was out of the office. He highlighted the successful Food Trucks on Front event on July 17.

CLERK’S COMMENTS

Clerk Martini passed on the opportunity to make comments.

MAYOR’S COMMENTS

Mayor Fleischer stated it was nice to see everyone working together to assist the community after the July 15 storm. He recognized and thanked ESDA Director Greg McElyea for his quick assistance in engaging the tornado sirens. Mayor Fleischer thanked Trustee Fedora for organizing another successful 4th of July Parade.

ADJOURNMENT

Trustee Engler made a motion to adjourn the regular session and enter into the scheduled work session at 7:55 p.m. Trustee Metanias seconded.

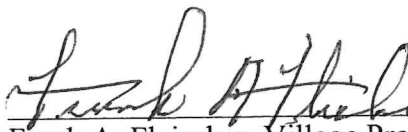
AYES: (5) Engler, Fedora, Germany, Metanias, Smith

NAYS: (0)


Absent: (1) Dauphinais

Motion carried

Respectfully submitted,


Frank A. Fleischer, Village President

ATTEST:


Melissa Martini, Village Clerk