

NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700
Des Plaines, Illinois 60016
(847) 296-9200 • Fax (847) 296-9207
www.nwmc-cog.org



*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

MEMBERS

- Antioch
- Arlington Heights
- Bannockburn
- Barrington
- Bartlett
- Buffalo Grove
- Deer Park
- Deerfield
- Des Plaines
- Elk Grove Village
- Evanston
- Fox Lake
- Glencoe
- Glenview
- Grayslake
- Hanover Park
- Highland Park
- Hoffman Estates
- Kenilworth
- Lake Bluff
- Lake Forest
- Lake Zurich
- Libertyville
- Lincolnshire
- Lincolnwood
- Morton Grove
- Mount Prospect
- Niles
- Northbrook
- Northfield
- Northfield Township
- Palatine
- Park Ridge
- Prospect Heights
- Rolling Meadows
- Schaumburg
- Skokie
- Streamwood
- Vernon Hills
- West Dundee
- Wheeling
- Wilmette
- Winnetka

- President*
- Nancy Rotering
- Highland Park

- Vice-President*
- Dan Shapiro
- Deerfield

- Secretary*
- Tom Dailly
- Schaumburg

- Treasurer*
- Anne Marie Gaura
- Lincolnwood

Executive Director
Mark L. Fowler

**NWMC Board
Minutes
Wednesday, January 12, 2022
7:00 p.m.
Via Videoconference**

I. Call to Order

President Rotering called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

President Rotering led the Pledge of Allegiance.

III. Roll Call

Ms. Durso called the roll.

Members Present:

Arlington Heights, Mayor Tom Hayes
 Bannockburn, Manager Stephanie Hannon
 Barrington, President Karen Darch
 Buffalo Grove, President Beverly Sussman
 Deer Park, President Greg Rusteberg
 Des Plaines, Mayor Andrew Goczkowski
 Elk Grove Village, Manager Ray Rummel, Deputy Village Manager Matt Roan
 Glencoe, Manager Phil Kiraly
 Hanover Park, Mayor Rod Craig
 Highland Park, Mayor Nancy Rotering
 Hoffman Estates, Mayor Bill McLeod
 Lake Zurich, Manager Ray Keller
 Lincolnwood, Trustee Jean Ikezoe-Halevi
 Mount Prospect, Mayor Paul Hoefert
 Niles, Trustee John Jekot
 Northbrook, Manager Cara Pavlicek
 Northfield, Trustee Matt Galin
 Northfield Township, Supervisor Shiva Mohsenzadeh
 Palatine, Manager Reid Ottesen
 Prospect Heights, Administrator Joe Wade
 Rolling Meadows, Manager Rob Sabo
 Schaumburg, Mayor Tom Dailly
 Wheeling, Manager Jon Sfondilis

Others in Attendance:

Frank Ventrella, Granite Telecommunications
 Meribeth Mermall, ComEd
 Pat Eaves-Heard, Nicor
 Steve Brown, NWMC Communications Consultant
 Larry Bury, NWMC Deputy Director
 Eric Czarnota, NWMC Program Associate for Transportation
 Ellen Dayan, NWMC Purchasing Director

Marina Durso, NWMC Program Associate for Administrative Services
Mark Fowler, NWMC Executive Director
Kendra Johnson, NWMC Program Manager for Transportation

IV. Approval of Meeting Minutes – November 10, 2021

Motion to approve the minutes of the November 10 meeting was made by Mayor McLeod. The motion was seconded by Mayor Craig and unanimously approved.

V. President’s Report – Nancy Rotering, NWMC President and Mayor, City of Highland Park

A. January Board Meeting Presentation – New SPC Telecommunications Contract

Ms. Dayan introduced Granite Government Solutions Senior Sales Executive Frank Ventrella, who provided an overview of their services. Mr. Ventrella stated that Granite was recently awarded the Suburban Purchasing Cooperative Telecommunications Contract and detailed how Granite can help simplify and manager participant’s telecommunications services. He said that Granite will be hosting monthly webinars for the membership to review various aspects of the industry and their products. Mr. Fowler thanked Mr. Ventrella for his efforts to contact all program participants and noted that he and Ms. Dayan have by-weekly meetings with Granite to discuss progress on the contract.

B. NWMC COVID-19 Here to Help Update

Mr. Fowler reported that, since the last board meeting, the FDA authorized Pfizer booster vaccinations for children as young as 12 and the CDC adjusted quarantine and isolation recommendations for individuals who contracted Coronavirus. He reviewed the Chicago and Cook County vaccination mandate for businesses that went into effect on January 3 as well as similar orders effective January 7 in Highland Park and January 10 in Skokie and Evanston.

Mr. Fowler provided an overview of Governor Pritzker’s January 3 press conference where he detailed the addition of personnel to vaccination/testing sites, expansion of testing to 6 days per week and noted the large testing sites in the NWMC area including Arlington Park Race Track, Harwood Heights and Waukegan. He reported on a January 3 teleconference with Cook County where President Preckwinkle discussed the vaccination order and January 18 reopening of the mass vaccination sites in Des Plaines, Forest Park and Matteson. He noted recent concerns regarding pop-up COVID testing sites and recommendations that members check with the IDPH or local health departments to confirm the legitimacy of testing providers.

Mr. Fowler reported that the Supreme Court last week did not rule on the Federal COVID-19 Emergency Temporary Standard whereby OSHA would require all private employers w/ 100+ employees and state governments with a state OSHA plan to require employees to be either fully vaccinated or wear masks and produce a negative test result each week. He said the 6th circuit court of appeals recently vacated a stay on the COVID ETS and the Supreme Court heard expedited oral arguments on lawsuit Jan. 7; however, the court has not yet issued a ruling and therefore OSHA rule took effect on Monday. He said that according to information from law firm Elrod Friedman, OSHA has given states with state plans until January 24 to issue the state plan. Because Illinois is one of the states that have adopted OSHA-approved state plans, the requirement covers both state and local government employers who must implement rules “at least as effective” as the federal rule. Therefore, he said guidance from both Elrod Friedman and Illinois Municipal League recommended that affected local government employers should prepare to implement the vaccine and testing mandate by the anticipated deadline of February 23. He said that OSHA has provided a sample policy online.

Finally, Mr. Fowler reported that the U.S. Department of the Treasury issued final rules for use of Coronavirus State and Local Fiscal Recovery Funds, as part of the American Rescue Plan Act. He said the final rule permits greater flexibility and reporting ease on recouping revenue loss, premium pay for employees and restoring public employment and capital spending, but that funds still cannot be used for bolstering reserves, debt service payments or pension obligations. He said the final rule goes into effect April 1, but the guidelines can be followed now and then put a link to the overview in the chat box.

C. NWMC By-Laws Review

Mr. Fowler said that one of the items in the 2021-2022 NWMC Work Plan is a review of the NWMC By-Laws and other foundational documents. He reviewed proposed amendments to the By-Laws and said that the Executive Board recommended approval. He noted a correction to the agenda that the Board will consider the amendments at the February 9 meeting as the By-Laws require a thirty-day notice period to the membership. He said staff sent the notice on January 5.

VI. Priority Issues

A. Legislative Committee – Tom Dailly, President, Village of Schaumburg, Co-Chair and Dan Shapiro, Mayor, Village of Deerfield Co-Chair

1. 2022 NWMC Legislative Program

Mr. Bury reviewed the program and said that the Executive Board and Legislative Committee recommended approval. He thanked the committee for their input and especially Northfield Village Manager Stacy Sigman for her recommended changes to the program. Mayor Dailly noted that the program aligns with that of the DuPage Mayors and Managers Conference. Mayor Craig reported that the Illinois Municipal League was fully supporting the LGDF restoration legislation. Motion to approve the recommendation was made by Mayor Dailly. The motion was seconded by Mayor Hoefert and unanimously approved.

2. 2022 NWMC Legislative Program Introduction/Sub-regional Legislative Dialog

Mr. Bury said that the legislative program will be presented again this year to legislators via sub regional zoom meetings. He said the General Assembly's calendar has presented challenges to scheduling meetings, which will be scheduled for late January/early February. President Rotering asked the membership to participate in the meetings as they have proven to be an effective method to discuss issues with legislators during the pandemic.

3. 2022 Legislative Spring Session Preview

Mr. Bury reported on changes to the General Assembly's schedule and numerous committee cancellations due to COVID. He said this has resulted in fewer bills introduced to date, with only 350 in the House and 200 in the Senate. He outlined committee deadlines in both chambers and cautioned members to be ready to respond to action alerts and contact legislators as the process to consider legislation will be accelerated.

Mr. Bury reviewed bills being tracked by staff, including proposed changes to tax increment financing (TIF), the Local Government Distributive Fund (LGDF) and public safety pension fund amortization. He said that Senator Murphy has introduced SB3010 and Representative DeLuca introduced HB4169 to increase the LGDF to 8% and make it a continuing appropriation. He requested that members contact their senators and representatives and ask them to co-sponsor the legislation.

Mayor Hoefert expressed concern about legislation proposing significant changes to TIF. Mr. Bury noted that is Senate Bill 2298, sponsored by Senator Gillespie. He provided an overview of the proposed changes and recommended that members contact their senators to express their concerns. Mayor Hoefert asked about the joint strategy to address the legislation. Mr. Bury said the Conference was being represented in negotiations by legislative consultant Taylor Anderson and that the Illinois Municipal League and City of Chicago were also at the table. Mayor Dailly expressed similar concerns about the bill and also recommended that members reach out to their legislators.

B. Finance Committee – Anne Marie Gaura, Manager, Village of Lincolnwood, Chair

1. NWMC Financial and Investment Policies

Mr. Bury reported that the Executive Board and Finance Committee recommended approval of the Financial and Investment Policies and noted that there were no recommended changes to the documents. Motion to approve the recommendation was made by Mayor Craig. The motion was seconded by Mayor Dailly and unanimously approved.

2. NWMC Financial Procedures and Controls

Mr. Bury reported that the Executive Board and Finance Committee recommended approval of the Financial Procedures and Controls document as amended. He reviewed the proposed changes to require an additional signatory for investment vehicle changes and updated language regarding unclaimed wages and payments to vendors. Motion to approve the recommendation was made by Mayor Craig. The motion was seconded by Mayor McLeod and unanimously approved.

C. Transportation Committee – Rodney Craig, President, Village of Hanover Park, Co-Chair and Donna Johnson, Mayor, Village of Libertyville, Co-Chair

North Shore and Northwest Councils of Mayors to Open Call for Projects

Ms. Johnson reported that the North Shore and the Northwest Councils of Mayors have released their local Surface Transportation Program (STP-L) Call for Projects schedules, with both calls to open on January 17 and close on March 18. She said staff hosted a virtual Call for Projects Workshop on Thursday, January 6 to provide information, including: the application process; timeline for creating and approving local programs; and, how to successfully manage projects once selected.

VII. Consent Agenda

Motion to approve the Consent Agenda was made by Mayor Hoefert. The motion was seconded by Mayor Dailly and unanimously approved.

VIII. Other Business

None.

IX. For the Good of the Order

None.

X. Next Meeting

President Rotering announced that the next NWMC Board meeting will be held on Wednesday, February 9 at 7:00 p.m. via videoconference.

XI. Executive Session

Mayor Hoefert moved to go into Executive Session pursuant to 5 ILCS 120/2 to determine the employment and compensation of specific employees. Mayor Craig seconded the motion, which was unanimously approved via roll call vote. The Board convened Executive Session at 7:56 p.m.

The Board reconvened regular session at 8:12 p.m. Motion to approve the recommended changes to the NWMC Employee Manual was made by Mr. Kiraly. The motion was seconded by President Sussman and unanimously approved via roll call vote. Motion to approve the recommended staff compensation adjustment was made by Mr. Sfondilis. The motion was seconded by Mayor Hayes and unanimously approved via roll call vote.

XII. Adjournment

Motion to adjourn the meeting was made by Mayor Hayes. The motion was seconded by Mayor Dailly and unanimously approved. The meeting adjourned at 8:14 p.m.