

NORTHWEST MUNICIPAL CONFERENCE

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

**NWMC Board Minutes
Wednesday, September 8, 2021
7:00 p.m.
Via Teleconference**

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

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

Karol Heneghan called the roll.

Members Present:

- Bannockburn, Assistant to the Village Manager Ryan Mentkowski
- Barrington, President Karen Darch
- Buffalo Grove, Manager Dane Bragg
- Elk Grove Village, Deputy Village Manager Matt Roan
- Evanston, Acting Deputy City Manager Sharon Johnson
- Fox Lake, Mayor Donny Schmit
- Hanover Park, President Rod Craig
- Highland Park, Mayor Nancy Rotering
- Hoffman Estates, Manager Eric Palm
- Libertyville, Mayor Donna Johnson
- Lincolnwood, Trustee Jean Ikezoe-Halevi, Manager Anne Marie Gaura
- Morton Grove, Administrator Ralph Czerwinski
- Mount Prospect, Mayor Paul Hoefert
- Niles, Trustee John Jekot
- Northfield, Trustee Matt Galin
- Palatine, Manager Reid Ottesen
- Schaumburg, Mayor Tom Dailly
- Streamwood, Manager Sharon Caddigan
- Wheeling, Manager Jon Sfondilis
- Wilmette, Manager Michael Braiman

Members Absent:

- | | |
|---------------------|-------------------|
| Antioch | Arlington Heights |
| Bartlett | |
| Deer Park | Deerfield |
| Des Plaines | Glencoe |
| Glenview | Grayslake |
| Kenilworth | Lake Bluff |
| Lake Forest | Lake Zurich |
| Lincolnshire | Northbrook |
| Northfield Township | Park Ridge |
| Prospect Heights | Rolling Meadows |
| Skokie | Vernon Hills |

Others in Attendance:

Paula McCombie, Mayor, South Barrington
Ted Mason, Chief of Staff for Cook County Commissioner Kevin Morrison
Patricia Eaves-Heard, Regional Manager, Community Affairs, Nicor
Larry Bury, NWMC Deputy Director
Ellen Dayan, NWMC Purchasing Director
Marina Durso, NWMC Program Associate for Administrative Services
Mark Fowler, NWMC Executive Director
Karol Heneghan, NWMC Executive Administrative Assistant/Office Manager
Kendra Johnson, NWMC Program Associate for Transportation

IV. Approval of Meeting Minutes – May 12, 2021

Motion to approve the minutes of the May 12 meeting was made by Mr. Sfondilis. It was seconded by Mayor Craig and unanimously approved.

V. President's Report – Nancy Rotering, NWMC President and Mayor, City of Highland Park**A. COVID-19/NWMC Here to Help Update**

Mr. Fowler reported on the vaccine and mask mandates issued via the governor's most recent executive order. He reported that all Conference members had completed applications for American Rescue Plan Act funding and that the state had started to release the funds. Finally, he said the Mayor's Caucus COVID-19 Task Force was working on a Lessons Learned/Best Practices document which will be reviewed at its September 14 meeting.

B. FY 2021-2022 NWMC Work Plan – Q1 Update

Mr. Fowler provided the first quarter update on the NWMC work plan. He highlighted ongoing COVID-19 response and assistance, the Elected Officials Institute, continued work with other Councils of Government and the Mayor's Caucus on successes via the Protect Local Government Distributive Fund coalition, rollout and promotion of the NWMC Multi-Modal Transportation Plan the new Suburban Purchasing Cooperative contract with Sourcewell. President Rotering thanked staff for all their hard work.

C. Metropolitan Mayors Caucus Executive Committee Appointments

President Rotering reported that the Executive Board recommended the appointment of Barrington Village President (and past MMC Chairperson) Karen Darch as the NWMC delegate and herself as the alternate delegate to the Metropolitan Mayors Caucus (MMC) Executive Committee for FY 2021-2022. Motion to approve the recommendation was made by Mayor Craig. It was seconded by Mayor Dailly and unanimously approved.

D. Illinois Firefighter Pension Investment Fund Appointment

President Rotering reported that there are two vacancies on the Illinois Firefighter Pension Investment Board of Trustees. She said that Schaumburg Village President Tom Dailly will fill one position as he was the only candidate to file for the vacancy. She said that, for the other open position, there are two candidates: a representative of fire protection districts and City of Aurora Chief Financial Officer Chris Minick. She reported that the Executive Board recommended that the Conference support Mr. Minick's election. A motion to approve the recommendation was made by Mayor Dailly. It was seconded by President Darch and unanimously approved.

E. NWMC Elected Officials Institute

Mr. Fowler reported on the Elected Officials Institute that was held on the evenings of August 25 and September 1. He said topics included: elements of successful elected official/staff relations; government finance; communicating with citizens; intergovernmental cooperation; media relations; and, influencing Springfield. Mr. Fowler said a total of 35 elected officials attended this year's Institute, which is a record for the program. He thanked all of the presenters and said that the Institute materials have been posted on the NWMC website. President Rotering recommended everyone review

the items that were covered and said it was a very informative and beneficial opportunity to network with our new officials.

F. New SPC/Sourcewell Program Alliance

Ms. Dayan reported that the Suburban Purchasing Cooperative (SPC) approved an agreement to offer Sourcewell's national cooperative purchasing program. She said the alliance provides member access to over one hundred and seventy new products and services, which more than quadruples the offerings of the SPC. Finally, she highlighted some of the new products offered by the alliance, including police officer body-worn cameras and storage, electric vehicle charging stations and equipment, smaller public works vehicles and equipment as well as other equipment to support green initiatives.

G. NWMC Fall Surplus Vehicle & Equipment Auction

Ms. Dayan reported that the fall NWMC Surplus Vehicle and Equipment Auction will be held at noon on Tuesday, October 19 at America's Auto Auction in Crestwood. She encouraged members to participate.

H. FY 2021-2022 NWMC Board Meeting Dates

President Rotering reviewed the NWMC Board meeting dates for FY2021-2022 and said in-person or Zoom meetings would be determined on a month to month basis. .

I. FY 2021-2022 NWMC Committee Assignments

President Rotering reported that the Executive Board recommended approval of the FY 2021-2022 NWMC Committee Assignment list. Motion to approve the recommendation was made by President Darch. It was seconded by Mayor Hoefert and unanimously approved. President Rotering thanked all the members for their service on the Conference's committees.

VI. Priority Issues

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

2022 Call for Legislative Initiatives

Mr. Bury reported that the Legislative Committee had issued the annual call for legislative initiatives for consideration in the 2022 NWMC Legislative Program. He said that four responses were received to date and that the deadline to respond was Friday, September 10.

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

FY 2022 Planning Liaison Scope of Services and Budget

Ms. Johnson reported that an annual resolution must be approved to secure Unified Work Program (UWP) funding through the Chicago Metropolitan Agency for Planning (CMAP) for support of NWMC transportation planning services. She said the Executive Board recommended approval of the resolution for Northwest and North Shore Council of Mayors Fiscal Year 2022 Planning Liaison Scope of Services and Budget. Motion to approve the resolution was made by Mayor Craig. It was seconded by President Darch and unanimously approved.

NOTE: *The following item is specific to the Northwest Council of Mayors. In order to comply with Open Meetings Act requirements, the floor will be opened for public comment prior to discussion /action on these items. Each item must be approved via a roll call vote of the members of the Council.*

VII. PUBLIC COMMENT ON AGENDA ITEM V1

President Rotering asked if there was any public comment on the following item. There was no public comment.

1. Village of Wheeling Functional Classification Change Request

Ms. Johnson reported that, as part of the process for a roadway functional classification change, local agencies must include an approved resolution of support from their local Council of Mayors with their application to the Illinois Department of Transportation and the Federal Highway Administration. She said that the Northwest Council of Mayors Technical Committee recommended approval of the

attached resolution for the Village of Wheeling's Functional Classification Change Request for Northgate Parkway. President Craig moved approval of the resolution. The motion was seconded by Mr. Roan and unanimously approved via roll call vote of the Northwest Council of Mayors members.

VIII. Consent Agenda

There were no items on the Consent Agenda.

IX. Other Business

Mr. Bury reported that equipment was being installed in the NWMC conference room which would allow for Zoom hybrid meetings. President Rotering asked if members would be interested in holding in-person Board of Directors meetings on a quarterly basis, with the remainder conducted via Zoom. Many members expressed interest in this schedule.

X. For the Good of the Order

President Rotering congratulated Karol Heneghan on the announcement of her upcoming retirement. Mr. Fowler reported that Eric Czarnota would be starting on Monday, September 13 as the new NWMC Program Associate for Transportation.

XI. Next Meeting

President Rotering said that the next NWMC Board meeting will be held in-person on Wednesday, October 13, at 7:00 p.m. in rooms 1604 and 1606 at Oakton Community College in Des Plaines.

XII. Adjournment

Motion to adjourn the meeting was made by Mayor Craig. It was seconded by Mayor Hoefert and unanimously approved. The meeting adjourned at 7:35 p.m.