

The Village of Northfield

EMERGENCY COUNCIL MEETING MINUTES

March 23, 2020

The meeting was called to order by Mayor Nehez at 6:00 p.m., and the Pledge of Allegiance was led by Mayor Nehez.

The Roll Call was read by Ms. Potvin. The following officials were present: Mayor Jesse J. Nehez, Councilpersons Nick Magistrelli, Keith Czerr, Jenn Domzalski, Renell Noack, and Alan Hipps. Also present for the meeting were Law Director Brad Bryan and Finance Director/Clerk of Council Jennifer Potvin.

APPROVAL OF MINUTES OF MARCH 11, 2020 REGULAR COUNCIL MEETING:

A motion to approve the Minutes for the March 11, 2020 Council Meeting was made by Ms. Noack and seconded Mr. Hipps. All were in favor of approval; none were opposed. The March 11, 2020 Minutes were approved.

REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:

ALAN HIPPS PLANNING COMMISSION:

APPROVAL OF FINAL PLAT FOR ZAREMBA GROUP/DOLLAR

GENERAL DEVELOPMENT: Mr. Hipps made a motion for Council to approve the Zaremba Group/Dollar General final plat that was recommended for approval by the Planning Commission. The motion was seconded by Mr. Czerr. All were in favor of approval; none were opposed. The motion was adopted.

LEGISLATION:

Resolution No. 2020-10 – An Emergency Resolution Setting Forth the Appropriations for the Fiscal Year 2020 and Submitting the Same to the County Fiscal Officer (Second Reading) The Resolution was read by title by Mr. Bryan. Mr. Bryan stated the Finance Director provided everyone with information and two alternate revised budgets for consideration on Friday. Both budgets reflect an expected reduction in Village revenue resulting from the closing of businesses during the current crisis. The second budget significantly reduces spending by removing three large capital projects from the budget. Those projects include the Fire Station Project, the Coventry Project, and the Victory Water Line Project. The vehicle and equipment items contained in the original proposed budget are still in both of these proposed budgets. Ms. Potvin and the Mayor feel there is no need to remove those vehicle and equipment items from the budget because there has been a directive from the Mayor and Ms. Potvin to the Department Heads that no one is to move forward with making any major vehicle and equipment purchases while this period of uncertainty persists. Once the crisis is over and we figure out where we are at, Council can decide whether those vehicles and equipment can be purchased. Mr. Bryan asked if anyone had any questions or comments.

Ms. Domzalski asked about the Fire Station Project and whether that was something that could be left in the budget or whether it needs to be removed and revisited at a later date. Mr. Bryan stated that it is his and Ms. Potvin's recommendation that this 2.2 million dollar budget item needs to be removed until such time that it is determined that the Village can move forward with the project. Mr. Bryan stated the Village has received bids but cannot accept the lowest and

best bid without being able to commit to proceeding with construction and paying for the project. As a result, the Village needs to reject all of the bids and rebid the project when the time comes or see if the contractor will agree to hold its bid in abeyance for a period of time. If the contractor agrees to honor the bid once the Village is ready to move forward, we would not have to re-bid it. Mr. Bryan stated he and Ms. Potvin think that due to the uncertainty, the Village is not in position to be able to accept the bid and move forward with the project at this time. The matter can be revisited once the period of uncertainty is over. Mr. Bryan stated that the architects are very understanding of the situation. Ms. Domzalski asked whether the Village is at risk of losing anything by delaying the project. Mr. Bryan stated aside from the uncertainty of the new low bid amount, there may be some additional fees, maybe a few thousand dollars, that would have to be paid to the architect for their additional time in re-bidding the project. Mr. Hipps said if we run into the next calendar year, union pay rates may increase and add additional costs.

Ms. Noack suggested that we reach out to the low bidder and see if it will honor its bid when the Village is ready to move forward in the absence of the Village accepting the bid at this time. Mr. Bryan stated he would contact the contractor and architect with that request.

Mr. Bryan asked Council which one of the alternate budgets Council wanted to adopt. Council stated it desired to adopt the budget with the three major projects removed. Mr. Bryan indicated if that is what Council would like to do, a motion to amend the budget to substitute the second proposed budget exhibit (with those three projects removed from the budget) is required. A motion to amend the Resolution as requested was made by Ms. Noack and seconded by Mr. Czerr. All were in favor of the motion; none were opposed. The motion was adopted. A Motion to suspend the three reading rule was made Ms. Noack and seconded by Mr. Hipps. All were in favor of the motion; none were opposed. The motion was approved. A motion for passage was made by Ms. Noack and seconded by Mr. Czerr. All we in favor of passage; none were opposed. The Resolution was approved.

Mr. Magistrelli thanked everyone for coming to the meeting during this difficult time, practicing their due diligence, and being proactive. He stated we have done many nice projects for the Village over the past several years but what we have done tonight was necessary to protect the Village and its residents. If anyone has any questions or ideas, they should call Ms. Potvin. She has done a great job with putting this budget together. Ms. Noack asked Ms. Potvin how she would like to handle the Finance Committee Meetings during this time. It was decided that the Finance Committee meetings for March and April would not take place. Mr. Bryan stated the next Council Meeting would have to be held electronically. He is working with Mr. Mutter to figure out the best format.

ADJOURNMENT: A motion to adjourn was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor; none were opposed. The Meeting was adjourned at 6:18 p.m.

Approved by Council.


Jennifer Potvin, Clerk of Council