

MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES, VILLAGE OF NILES
March 17, 2020
5:45 p.m.

A video recording of this meeting can be viewed on the Village of Niles website www.vniles.com.

CALL TO ORDER The Special Meeting of the Board of Trustees was called to order at 5:45 p.m. by President Andrew Przybylo in the Council Chambers, Village of Niles Municipal Building, on Tuesday, March 17, 2020.

PLEDGE OF ALLEGIANCE President Przybylo led the Pledge of Allegiance.

ROLL CALL Village Clerk Marlene Victorine called the roll. Board members present were President Andrew Przybylo, Trustees John C. Jekot, Denise McCreery and Craig Niedermaier. Trustee George D. Alpogianis arrived at 5:47 p.m. Trustees Danette O'Donovan Matyas and Dean Strzelecki were absent.

PROCLAMATIONS Declaration of Public Health Emergency Due to the COVID-19 Virus - Village of Niles, Illinois

COVID-19 Update to the Community Deputy Village Manager Hadley Skeffington-Vos reported that Village staff has been working tirelessly over the past two weeks to prepare for the coronavirus/COVID-19 outbreak. She gave an update on the measures the Village has taken to decrease the chances of community spread, protect the health of our employees and their families and maintain services for our residents and businesses:

- Teen Center closed beginning at 7 p.m. on March 13 until further notice.
- Senior Center closed to the public on March 13 and all programs cancelled, until further notice.
- Fitness Center closed on March 15 until further notice.
- Niles Historical Society closed March 16 until further notice.
- Family Services closed to the public on March 16; however has a 24-hour crisis team in case of emergency and can be reached at (847) 588-8460. Limited emergency food supplies are available from the Niles Family Services Food Pantry by appointment only. Donations are also welcomed and can be dropped off Monday through Friday from 8:30 a.m. to 4:30 p.m. at the Niles Senior Center.

- Village Hall closed to the public as of 8:00 a.m. on March 17. All public meetings have been cancelled through the end of March. No staff conferences, seminars or travel.
 - Community Development continues accepting applications of any type (business license, rental license, permits) and will process them as long as they make payment by check. Plan reviews can be submitted by mail or dropped off at the Village Hall outside in a bin - a wireless doorbell is being set up today or they can call.
 - IT continues to provide service to the departments, especially now that remote work or work from home is in place
 - Finance continues to field phone calls. Payments will be processed via mail and drop box in front of Village Hall. Final water bills will continue to be processed. Residents will be asked to take a digital picture of the water meter for billing. Purchasing and Accounts Payable will continue to be processed as normal.
- Public Works is working in split shifts with engineers working from home. Mechanics and bus drivers will be isolated from the rest of the crews. Water meter replacement appointments may be rescheduled for a later date per resident's request with no penalty. Extra cleanings are arranged for facilities. Water shut offs are postponed. Garbage service will continue. PACE buses remain at full service, but a plan is in place should that change.
- The Police Department facility is open to the public. However, in the interest of public health, staff requests that police business be conducted online or over the phone (if possible). Payments for citations can be made on the Village website and reports are able to be made online. As always, if you have an emergency, please dial 9-1-1 and the Police Department will respond.
- Adjudication hearings are cancelled from March 17 through April 16, unless otherwise posted. March hearings shall be rescheduled to May, and April hearing shall be rescheduled to June. All other hearing requests must be scheduled for June or later.

As always, the Village's top priority is to promote the health and safety of our residents, customers, employees and community. The Village's current decisions are made based upon guidance from the Centers for Disease Control and Prevention that recommends limiting in-person interactions to prevent exposure and spread of COVID-19.

Fire Chief Martin Feld gave an update on the Village's emergency preparedness. On Sunday, March 15, Village President Andrew Przybylo, on behalf of the Village of Niles, issued a Declaration of Public Health Emergency Due to the COVID-19 Virus in the State of Illinois. On Monday, March 16, Chief Feld received the Declaration and filed it with Cook County Emergency Management via their web EOC. This Declaration must be resubmitted weekly until the end of the event. There are currently no known COVID-19 cases in our community. Special precautions are being taken by Fire personnel when transporting individuals. The Village has also developed a Pandemic Plan and every department has taken an active role in developing their own specific guidelines to deal with this pandemic. Fire Chief Feld responded to questions from the Board.

PUBLIC COMMENTS

None

NEW BUSINESS

**Ordinance Declaring an
Emergency Affecting the
Public Health, Safety and
Welfare Due to the
Outbreak of the COVID-19
Virus in the State of Illinois**

President Przybylo read into the record the Ordinance Declaring an Emergency Affecting the Public Health, Safety and Welfare Due to the Outbreak of the COVID-19 Virus in the State of Illinois. Trustee Jekot made a motion, seconded by Trustee Alpogianis, to adopt the Ordinance Declaring an Emergency Affecting the Public Health, Safety and Welfare due to the Outbreak of the COVID-19 Virus in the State of Illinois. On roll call, the vote was:

YEAS: 4 Alpogianis, Jekot, McCreery, Niedermaier

NAYS: 0

ABSENT: 2 Matyas, Strzelecki

ABSTAIN: 0

There being 4 affirmative votes, the **MOTION CARRIED.**

PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn was made by Trustee Alpigianis, seconded by Trustee McCreery. On roll call, all concurred. The meeting adjourned at 6:17 p.m.



Village Clerk



Village President