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# PROCEEDINGS OF THE BOARD OF TRUSTEES OF THE TOWN OF CICERO

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The Board of Trustees of the Town of Cicero met Tuesday, November 26, 2019 at 10:00 A.M., in the Town Hall Council Chambers, Town of Cicero.

On roll call there were present:

President: Dominick

Clerk: Punzo-Arias

Trustees: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Thereupon, President Dominick declared a quorum present and the meeting duly convened and requested that all present in attendance stand and join in the Pledge of Allegiance to the Flag.

On motion of Trustee Banks seconded by Trustee Porod, the minutes of the Regular Meeting held Tuesday, November 12, 2019 at 10:00 o'clock A.M., were approved, the reading being dispensed with, each member having received a copy.

## ***PRESENTATION***

**(196-19)**

Resident, Aida Abad received a certificate for being Super Senior 90 and Beyond for the month of October as she celebrated her 91<sup>st</sup> Birthday....Congratulations and Happy Birthday Aida Abad!

## ***APPROVAL OF BILLS***

**(197-19)**

On motion of Trustee Virruso seconded by Trustee Cava, the list of bills itemized in Warrant #22, dated November 21, 2019, in the total amount of \$3,148,810.25, the list of manual checks dated November 8 thru November 18, in the total amount of \$1,000.00, and the list of online payments dated November 8 thru November 18, in the total amount of \$2,406.04, were accepted, placed on file and approved for payment; action taken by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(198-19)**

On motion of Trustee Porod seconded by Trustee Banks, payroll (*Estimated Corporate \$1,533,389.38 & Library \$25,902.27*) was approved for the active employees listed on the printout dated 11-19-19; action taken by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(199-19)**

By Trustee Garcia:

RESOLVED, that the list of medical claims and the stop loss insurance policy premium for the month of October/2019, prepared by Blue Cross & Blue Shield of Illinois, in the total amount of \$1,522,774.15, be accepted, placed on file and approved for payment.

Which was on motion of Trustee Garcia seconded by Trustee Cava, approved by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(200-19)**

By Trustee Cava:

RESOLVED, that the list of HMO medical claims insurance policy premium for the month of December/2019, prepared by Blue Cross & Blue Shield of Illinois, in the total amount of \$39,387.96, be accepted, placed on file and approved for payment.

Which was on motion of Trustee Cava seconded by Trustee Porod, approved by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(201-19)**

By Trustee Virruso:

RESOLVED, that the life and accidental death & dismemberment insurance premium for the month of December/2019, prepared by Dearborn National, in the total amount of \$5,770.99, be accepted, placed on file and approved for payment.

Which was on motion of Trustee Virruso seconded by Trustee Porod, approved by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

## ***PERMIT***

### **(202-19)**

On motion of Trustee Porod seconded by Trustee Garcia, permission was granted St. Anthony of Padua Church to host a Dance Fundraiser event on Friday, November 29th from 7:00 PM to 11:59 PM in the parish hall.

## ***ORDINANCE***

### **(“O” 80-19)**

On motion of Trustee Virruso seconded by Trustee Cava, the Ordinance amending Chapter 2, entitled “Administration”, Section 2-613, entitled “Director of Translation Services” of the Code of Ordinances of the Town of Cicero, Illinois creating the Director of Translation Services, was accepted, placed on file and approved for passage by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

*(Purpose of Ordinance)*

*(The purpose of this ordinance is to establish the position and duties of the Director of Translation Services.)*

#### **Section 2-613: Director of Translation Services.**

- (a) **Created.** There is hereby created the position of Director of Translation Services who shall be appointed by the President. The Director of Translation Services may serve the Town in other capacities including holding other public offices at the Town during his or her term.
- (b) **Powers and Duties.** It shall be the duty of the Director of Translation Services to:
  - (1) **Perform translation of written text from English into Spanish for various Town news publications and social settings on an as needed basis;**
  - (2) **Edit, standardize, proofread, revise and finalize translated material prepared by other employees;**

(3) Organize translated material and finalize translation according to set standards regarding order, clarity, conciseness, style and terminology;

(4) Perform such other duties as may be provided for in this Code, by the Town President, the Board of Trustees or by any other official or officer of the Town; and

(5) Draft and disseminate any such forms or documents as may be necessary to assist with carrying out the duties set forth herein.

(c) Compensation. The Director of Translation Services shall receive compensation determined by the Department of Human Resources as set forth in the annual budget ordinance.

Sectons 2-614—2-645: Reserved.

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The following ordinances granting Zoning are based on recommendations by the Zoning Board of Appeals and leave was given to take the following three ordinances on one roll call:

ORDINANCES GRANTING ZONING AS LISTED ON THE FOLLOWING PROPERTIES:

- (“O” 81-19) 1) 2412 S Laramie Ave – Parking Variance for a Jewelry Store
- (“O” 82-19) 2) 5622 W Cermak Rd – Parking Variance for a Home Healthcare Office
- (“O” 83-19) 3) 6007 W Cermak Rd – Parking Variance for a Restaurant

Which three ordinances relative to zoning were on motion of Trustee Garcia seconded by Trustee Banks, approved for passage by the following vote:

Ayes: Banks, Cava, Cundari, Porod, Reitz, Virruso.

Nays: None.

## ***RESOLUTIONS***

**(“R” 93-19)**

On motion of Trustee Virruso seconded by Trustee Porod, the Resolution authorizing and approving the settlement of litigation and the execution of a settlement agreement in the case Angel Roldan v. the Town of Cicero (*Case No 2019 WC 13504*), was accepted, placed on file and approved for adoption by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(“R” 94-19)**

On motion of Trustee Reitz seconded by Trustee Virruso, the Resolution authorizing and approving a certain invoice from Tyler Technologies, Inc. for services provided to the Town (*Financial Management, Human Resources, Utility Information and Business*

*Licensing – 1 Year Software Maintenance Package in the total amount of \$76,000.85), was accepted, placed on file and approved for adoption by the following vote:*

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(“R” 95-19)**

On motion of Trustee Cava seconded by Trustee Reitz, the Resolution authorizing the Town President to enter into an agreement with SKC Communications Products, Inc. to provide extreme support services to the Town (*Telephone Support System Avaya IP Office Renewal in the amount of \$2,224.00 – 1 Year*), was accepted, placed on file and approved for adoption by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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**(“R” 96-19)**

On motion of Trustee Virruso seconded by Trustee Cava, the Resolution authorizing the Town President to enter into a Support Agreement with SKC Communications Products, LLC to provide services to the Town (*Telephone Support System Avaya IP Office Renewal in the amount of \$9,706.60 – 1 Year*), was accepted, placed on file and approved for adoption by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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On motion of Trustee Porod seconded by Trustee Banks, the following two Resolutions designating the Holiday Schedule for 2020, was accepted, placed on file and approved for adoption by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

**2020 HOLIDAY SCHEDULE(S)**

**1) (“R” 97-19) Administrative Facilities Open for a Four-Day Work Week**

January 1<sup>st</sup> New Year’s Day

January 20<sup>th</sup> Martin Luther King Jr.’s Birthday

February 17 <sup>th</sup>	President's Day
April 9 <sup>th</sup>	Easter Holiday (Observed)
May 25 <sup>th</sup>	Memorial Day
July 2 <sup>nd</sup>	Independence Day (Observed)
September 7 <sup>th</sup>	Labor Day
October 12 <sup>th</sup>	Columbus Day
November 11 <sup>th</sup>	Veteran's Day
November 26 <sup>th</sup>	Thanksgiving Day
December 24 <sup>th</sup>	Christmas Eve
December 28 <sup>th</sup>	Christmas Day (Observed)
December 31 <sup>st</sup>	New Year's Eve

2) **(“R” 98-19)**

Administrative Facilities Open for a Five-Day Work Week  
*(2020 Holiday Schedule –with the exception(s) of)*

April 10 <sup>th</sup>	Easter Holiday <i>(Good Friday instead of April 9<sup>th</sup>)</i>
July 3 <sup>rd</sup>	Independence Day (Observed instead of July 2 <sup>nd</sup> )
December 25 <sup>th</sup>	Christmas Day (Instead of December 28 <sup>th</sup> )

***NEW BUSINESS***

**(203-19)**

On motion of Trustee Virruso seconded by Trustee Cava, the notice of Schedule of Meetings for Cicero Town Board of Trustees for calendar year 2020 was accepted, placed on file and action taken by the following vote:

Ayes: Banks, Cava, Cundari, Garcia, Porod, Reitz, Virruso.

Nays: None.

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President Dominick opened the meeting to the public for their comments.

Blanca Vargas requested the consideration to amend the 2020 Meeting Schedule to include night meetings.

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On motion of Trustee Virruso seconded by Trustee Cava, the board then stood adjourned at 10:17 A.M. to meet on Tuesday, December 10, 2019 at 10:00 A.M., in the Town Hall, Town of Cicero.

MARIA A. PUNZO-ARIAS, TOWN CLERK