



**VILLAGE BOARD OF TRUSTEES  
REGULAR MEETING NOTICE/AGENDA  
July 9, 2024 - 7:00 PM**

**RICHARD T. FLICKINGER MUNICIPAL CENTER, COUNCIL CHAMBERS  
6101 CAPULINA AVENUE, MORTON GROVE, IL 60053**

*In accordance with the Illinois Open Meetings Act, all Village Board and Commission meetings are open to the public. This meeting can be viewed remotely via the live stream link found at: [www.mortongroveil.org/stream](http://www.mortongroveil.org/stream). (If an Executive Session is placed on the agenda, the meeting shall commence at 6:00 pm and the time between 6:00 pm and 7:00 pm shall be used for the Executive Session per 1-5-7A of the Village of Morton Grove Municipal Code. If the Agenda does not include an Executive Session, the meeting will begin at 7:00 pm.)*

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Minutes** – Regular Meeting – June 25, 2024
- 4. Special Reports** – None
- 5. Public Hearings** – None
- 6. Plan Commission Reports** – None
- 7. Residents’ Comments (agenda items only)**
- 8. President’s Report** – *Administration, Council of Mayors, Northwest Municipal Conference, Strategic Plan Committee*
  - a. Administering Oath of Office for Village Administrator Charles L. Meyer
- 9. Clerk’s Report** – *Family and Senior Services, Advisory Commission on Aging, Chamber of Commerce, Condominium Association*
- 10. Staff Report**
  - a. **Village Administrator**
  - b. **Corporation Counsel**
- 11. Reports by Trustees**

- a. **Trustee Khan** – *Finance Department, Appearance Commission, Lehigh/Ferris TIF (Trustee Travis)*
  - 1) **Ordinance 24-11** (*Introduced July 9, 2024*)(*First Reading*): Amending Title 1 Chapter 8A Section 2 Entitled “Village Administrator” and Title 1 Chapter 9A Section 8 Entitled “Change Orders” to Increase the Purchasing Authority of the Village Administrator
- b. **Trustee Minx** – *Fire Department, Fire Pension Board, Fire and Police Commission, Special Events Commission, RED Center, NIPSTA (Trustee Thill)*
- c. **Trustee Shiba** – *Building Department, Environment & Natural Resources Commission, Legal Department, IT Department Sawmill Station TIF (Trustee Witko)*
- d. **Trustee Thill** – *Public Works Department, SWANCC (Solid Waste Agency of Northern Cook County), MG-Niles Water Commission, Traffic Safety Commission (Trustee Minx)*
  - 1) **Resolution 24-41**: Appointing a Director and Alternate Director to the Solid Waste Agency of Northern Cook County
  - 2) **Ordinance 24-12** (*Introduced July 9, 2024*) (*First Reading*): Amending Title 1 Chapter 11 Section 4 Entitled “Fees for Specific Permits, Licenses, Certificates, and Services” of the Municipal Code of the Village of Morton Grove to Update the Fees for Small Cell Facilities
- e. **Trustee Travis** – *Police Department, Police Pension Board, Fire & Police Commission, Community Relations Commission, (Trustee Khan)*
- f. **Trustee Witko** – *Community & Economic Development Department, Economic Development Commission, Plan Commission/ Zoning Board Lincoln/Lehigh TIF (Trustee Shiba)*
  - 1) **Ordinance 24-13** (*Introduced July 9, 2024*) (*First Reading*): Amending Title 4 Chapter 4 Section 9 Entitled “Suspension and Revocation” and Amending Title 4 Chapter 4 Section 10 Entitled “Appeal” to Modify and Establish Regulations Relating to the Suspension or Revocation of Certificates of Occupancy of Business Operations in Morton Grove, Illinois

**12. Other Business**

**13. Presentation of Warrants: \$433,557.11**

**14. Residents’ Comments**

**15. Adjournment**

**MINUTES OF A REGULAR MEETING OF THE PRESIDENT  
AND THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE  
RICHARD T. FLICKINGER MUNICIPAL CENTER COUNCIL CHAMBERS  
JUNE 25, 2024**

**CALL TO ORDER**

- I. Village President Dan DiMaria convened the Regular Meeting of the Village Board at 7:00 p.m. in the Council Chambers of Village Hall and led the assemblage in the Pledge of Allegiance.
- II. Village Clerk Eileen Harford called the roll. Present were Trustees Saba Khan, Rita Minx, Ashur Shiba, John Thill, Connie Travis, and Janine Witko.

III. **APPROVAL OF MINUTES**

Mayor DiMaria asked for a motion to approve the Minutes of the June 11, 2024 Village Board Meeting and the Special Board Meeting of May 29, 2024, as presented. Trustee Minx so moved, seconded by Trustee Khan. **Motion passed via voice vote with 6 ayes, 0 nays.**

IV. **SPECIAL REPORTS**

- a. Mayor DiMaria and Trustee Travis moved to the podium where Chief Simo and Michael Simkins, Chairman of the Fire and Police Commission introduced Detective Mike Johanson. This evening, Detective Johanson is being promoted to Sergeant. Mr. Simkins asked Mike to introduce the members of his family accompanying him this evening. Mike introduced his wife, his parents, his in-laws, and a brother and sister-in law.
- b. Mr. Simkins provided some background on Mike: In 2008, he graduated Carroll University with a Bachelor's Degree in Criminal Justice. He then began his career with the Morton Grove Police Department in September of 2009. After graduating the Suburban Law Enforcement Academy, he worked in the Patrol Division, and in October of 2014, was selected to join the Investigations Division as a Detective.
- c. While in Investigations, Mike not only served the Village of Morton Grove, but as a task officer, he also assisted nearby towns and the Illinois State Police. In 2018, he became an Inspector the Illinois State Police Ruse Burglary Task Force. He was also on the North Regional Burglary Task Force, where he excelled. In 2019, Mark was promoted to the rank of Team Leader.
- d. Mr. Simkins then stated the oath of office, and upon its conclusion, Mike's wife pinned on his badge. The Board and assemblage welcomed Sgt. Johanson enthusiastically.

V. **PUBLIC HEARINGS**

NONE

VI. **PLAN COMMISSION REPORTS**

NONE

VII. **RESIDENTS' COMMENTS (AGENDA ITEMS ONLY)**

NONE

VIII. **PRESIDENT'S REPORT**

1. Mayor DiMaria announced that Morton Grove Days is taking place Wednesday, July 3 through Saturday, July 6. The event will feature a carnival, a parade, fireworks, live music, a beer garden, food, and loads of family entertainment. He encouraged everyone to celebrate the Fourth of July at Morton Grove Days! He noted that more information is available at [mortongrovedays.org](http://mortongrovedays.org), especially about ways to save money by purchasing Megabands. Money-saving carnival Megabands information is also on the event website. And, new this year, on July 6, there will be a Morton Grove Days Market from 10am to 4pm.
  - a. Mayor DiMaria added that volunteers are needed for the Morton Grove Days festival. Schedules are flexible and event organizers will do all they can to meet volunteers' needs! Any amount of time a person willing to commit to is welcome!
2. Mayor DiMaria noted that, on Tuesday, August 6, from 5:30 to 8:30pm, the Morton Grove Police Department will host "National Night Out." This is a free event to enhance the relationship between residents and law enforcement while fostering a greater sense of community. It gets bigger and better every year! Family-friendly activities, entertainment, and refreshments will be available. This event takes place in the parking lot of the American Legion Memorial Civic Center, 6140 Dempster.
3. Mayor DiMaria said that the Village is seeking volunteers beyond the Morton Grove Days event. There are various events throughout the year that require volunteers. Get involved! Sign up on the Village's website or contact Village Hall.

IX. **CLERK'S REPORT**

Clerk Harford had no formal report this evening.

X. **STAFF REPORTS**

A. Village Administrator:

Mr. Czerwinski had no formal report this evening.

B. Corporation Counsel:

Corporation Counsel Liston had no formal report this evening.

XI. **TRUSTEES' REPORTS**

A. Trustee Khan:

1. Trustee Khan presented **Ordinance 24-10, Authorizing the Transfer of Funds from the Lehigh Avenue/Ferris Avenue Tax Increment Financing District to the Lincoln/Lehigh Tax Increment Financing District Within the Village of Morton Grove, Cook County, Illinois.**

- a. This is the second reading of this Ordinance.

Trustee Khan explained that the Tax Increment Allocation Redevelopment Act allows the Village to transfer funds from one TIF District to a contiguous TIF District. This Ordinance will authorize the transfer of \$2,750,000 from the Lehigh/Ferris TIF to the Lincoln/Lehigh TIF. The funds will be used to further redevelopment projects within the Lincoln/Lehigh TIF District.

Trustee Khan moved to adopt Ordinance 24-10 as presented; Trustee Witko seconded the motion.

**Motion passed: 6 ayes, 0 nays.**

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

B. Trustee Minx:

Trustee Minx had no formal report this evening.

C. Trustee Shiba:

Trustee Shiba had no formal report this evening.

XI. **TRUSTEES' REPORTS** (continued)

D. Trustee Thill:

Trustee Thill had no formal report this evening.

E. Trustee Travis:

Trustee Travis had no formal report this evening.

F. Trustee Witko:

Trustee Witko had no formal report this evening.

XII. **WARRANTS**

Trustee Khan presented the Warrant Register for June 25, 2024 in the amount of \$348,012.20. She moved to approve the Warrants as presented, seconded by Trustee Shiba.

**Motion passed: 6 ayes, 0 nays.**

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

XIII. **OTHER BUSINESS**

Mayor DiMaria said, as this is Mr. Czerwinski’s final Board Meeting, that many people wanted to speak in tribute to the departing Village Administrator.

1. First, he introduced **Habeeb Quadri and Mazhar Khan**, speaking on behalf of the MCC. Mr. Quadri said the MCC includes Skokie, parts of Chicago, Glenview, and Morton Grove. He thanked the village for letting him speak tonight, and thanked the Board for coming to the MCC’s Food and Fun Fair. He also thanked the Public Works Department, Fire Department, and Police Department for having interactions with the Muslim community.
  - a. Mr. Quadri said there are three things he’s learned from Mr. Czerwinski over the past 20 years. First, he is always open to having a discussion. Second, he is always open to finding solutions to any problem. And third, he makes decisions that are the right thing to do, not the popular thing to do. He thanked Ralph and said he very much appreciated the friendship and partnership Ralph’s had with the Muslim community. He said he was asking God to protect Ralph, guide him, and bless him and his family. Mr. Quadri gifted Ralph with a beautiful plaque.

XIII. OTHER BUSINESS (continued)

2. Next, Mayor DiMaria introduced Debbie Manno, representing the Morton Grove Chamber of Commerce. She presented Mr. Czerwinski with a Certificate of Honor, in recognition of his exemplary service to the people and government of Morton Grove, upon his retirement as Village Administrator, and previous service as Fire Chief. She thanked him for all his years of service.
3. Mayor DiMaria said that next up will be some acknowledgements from Village staff members. He said Ralph will long be remembered for his outstanding service to the Village of Morton Grove, and the legacy of hard work and commitment he leaves behind. Mayor DiMaria added, “A mayor, a board, an organization, is only as good as the people they surround themselves with—or hire.” Ralph has led the Village to many successes—just to name a few, Sawmill Station (Mayor DiMaria’s vision; Ralph got it done); Moretti’s (Ralph got it done); the Morton Grove-Niles Water Commission (Ralph got it done).
  - a. Mayor DiMaria said that Ralph has always made his job easy and always has made him look good, adding “I can’t imagine having any or all the successes we’ve had as a Village Board for the last eleven and a half years without Ralph as my right-hand man.” Mayor DiMaria then invited the staff to acknowledge Ralph.
4. Ralph Ensign, the Fire Chief, thanked Ralph Czerwinski from bringing him on board. He noted that Ralph C. had started his career in Morton Grove in 1975 as a Firefighter. He quickly rose through the ranks and became Fire Chief in 1990. Over the next 13 years, he transformed the department into the professional, well-trained, service-oriented organization it remains today. Ralph C. was instrumental in creating the Northern Illinois Public Safety Training Academy (NIPSTA), developing the Regional Emergency Dispatch Center (RED Center)—which is still used today—and leading the Mutual Aid Box Alarm System (MABAS) Division 3. He directed the remodeling of Fire Station #4 and solidified his reputation of being a strategic, innovative, caring, and hands-on leader, always guided by the core values of the MG Fire Department: adaptability, confidence, and vision.
5. Next, Chief Mike Simo of the Police Department said that, to him, Ralph was a great Village Administrator, because, as a retired Fire Chief, he understands “public safety” from all sides. He said “we kid each other because that’s what cops and firemen do, but it’s always based on mutual respect, and I always knew he would get us what we need.” Chief Simo said Ralph took on several projects that benefitted the Police Department, and some required a departure from the traditional way of doing things here. He said, “Ralph listened to our ideas and funding plans, and trusted our judgment that they were the best thing for the Police Department.” He was able to balance the cost of doing business with thoughtful and cautious use of the Village’s budget. Chief Simo said, “I always felt like he was a partner, rather than “the boss,” and expressed his appreciation of that relationship. He said his philosophy is “Don’t be sorry that it’s over, be glad it happened.” He said he was glad it happened, and hoped that Ralph was too.
6. Mike Lukich, Director of Public Works, said he was speaking on behalf of the wonderful Public Works Department. He said, during Ralph’s tenure as Village Administrator, he was a key component in the Public Works Department maintaining its outstanding reputation for public service.

XIII.

**OTHER BUSINESS** (continued)

- a. During Ralph’s tenure, he worked with three separate Directors. Ralph ensured the Department’s “resident focus” and “can-do” approach to snow plowing, street maintenance, tree trimming, and water service remained the pride of the Morton Grove community. Ralph’s mission-focused leadership style was key to the Department’s success. Ralph provided valuable support for transitioning the Village’s water supply from the City of Chicago to the City of Evanston. He assisted in the construction of and made sure the Oakton Street multi-use path was completed successfully. Ralph witnessed the reconstruction and resurfacing of numerous streets and underground utilities throughout the Village. He also improved the Public Works facility and upgraded the Department’s equipment. Ralph has also fostered the Village’s sustainability efforts, and many other numerous initiatives to continuously improve the Village of Morton Grove. Mr. Lukich offered his thanks and that of the Public Works Department as he congratulated Ralph on a job well done.
7. Zoe Heidorn, Assistant Village Administrator recounted that, immediately upon becoming Village Administrator, Ralph initiated the Village’s efforts to stabilize its water rates, which had skyrocketed over the last decade. Ralph worked with the Village of Niles to evaluate alternative water suppliers before choosing Evanston and spearheading efforts to negotiate a long-term water purchase agreement between Evanston, Morton Grove, and Niles. Ralph was instrumental in forming the Morton Grove-Niles Water Commission and establishing intergovernmental operating agreements for the Commission. The Commission then engaged with engineers to develop plans to construct a supply system to transport the water from Evanston to Morton Grove and Niles. Ralph led efforts to route the system through streets in Morton Grove, purchasing land and constructing a booster station—a state-of-the-art reservoir. This \$100 million project includes the reconstruction of miles of obsolete Village streets, and was financed with low-rate IEPA financing and long-term bonds—without raising water rates. The savings to Morton Grove and Niles from this project are estimated to be \$240 million over the next 50 years.
    - a. Ms. Heidorn continued, stating that, decades ago, Morton Grove was known for its restaurants, but by 2000, many of the popular restaurants had closed, causing residents to clamor for new dining opportunities. During his term as Village Administrator, Ralph prioritized the Village’s efforts to attract new restaurants and assisted existing Morton Grove restaurants to stay open, especially during the COVID pandemic. These efforts resulted in the opening of popular restaurants such as Moretti’s, Coopers Hawk, Tava, and Boba Burger. Ralph facilitated the reopening of nationally-known Burt’s Place, and supported the retention of popular restaurants including Pequod’s, Kappy’s, Giordano’s, and the Bringer Inn. Ms. Heidorn concluded with a heartfelt “thank you, Ralph.”
  8. Brandon Nolin, Community Development Administrator, introduced himself, as he’s only been with the Village since January, and said he’s “the new Zoe.” In spite of the short length of time he’s been with the Village, he said it took him about 30 minutes to realize a fraction of Ralph’s impact. He said it’s impressive and inspirational. Ralph served as lead negotiator and spokesperson for the Village’s efforts to attract and retain quality businesses to provide desired products and services to residents and visitors, as well as needed property and sales taxes. Ralph managed the highly successful Lehigh-Ferris TIF District, which is expected to add \$1 million per year in tax revenue to local public schools.



XIII.

**OTHER BUSINESS** (continued)

- a. Ralph also managed the Sawmill Station TIF and the Lincoln-Lehigh TIF, both of which will have short- and long-term positive impacts on the Village. He streamlined permit processing and updated building and development codes, improved construction standards and made it easier to do business with the Village. Ralph's fiscal responsibility in economic development initiatives helped increase sales tax revenue and equalized assessed value, while improving the Village's overall financial health. Brandon concluded by saying he's already learned a lot from Ralph, and wishes he'd known him longer.
9. Jim English, Building Department, said for years, the 26-acre shopping center at the southeast corner of Dempster and Waukegan, sat in decay. The Canadian owner of the property had decided it was not financially advantageous to invest in the shopping center, and filled it with sub-par tenants. After unsuccessfully trying to renegotiate a development agreement with the owner, Ralph implemented a strategy of issuing citations for all the non-compliant conditions in the center, forcing the owner to sell it to a new developer. Today, as a result of Ralph's efforts, Sawmill Station is a popular destination for residents and visitors, offering luxury apartments, an Amazon Fresh grocery store, a modern fitness center, clothing stores, service facilities, and restaurants. Jim thanked Ralph on behalf of the Building Department, saying, "Thanks for the last eight years."
  10. Hanna Sullivan, Finance Director, said that Ralph has improved the financial position of the Village by implementing a number of measures. Through economic development, he increased revenue while controlling expenses, which increased the Village's reserves. He increased funding for Village pensions and paid down Village debt. He increased the Village's equalized assessed value by 65%, from \$696M to \$1.06B. All of these measures have stabilized the Village's bond rating, which will put the Village in the best position to facilitate future funding for a much needed Village Hall and Police Station.
    - a. Hanna added, Ralph has revamped the budget process and budget document to be more user-friendly. He has secured multiple grant awards for capital improvements. He transitioned the Village's private pension to IRMF, which will save the Village money long-term, while making it easier to attract qualified municipal employees. Ralph has positioned the Village to face future challenges. Hanna thanked Ralph for his guidance and support, and said she will miss collaborating and problem-solving with him.
  11. Tom Friel, Assistant to the Village Administrator, spoke next. He said he's known Ralph for 39 years; in fact, Ralph was Tom's first lieutenant in the fire service. Tom noted that the coronavirus disease was implicated in almost seven million deaths worldwide, from 2020 to 2023. Sixty of those deaths occurred in Morton Grove. He said Ralph's leadership skills went into overdrive during this period. His priorities included ensuring first responders had adequate personal protective equipment, safeguarding employees' health, providing paid furlough and work-at-home options for some employees, and promoting the enforcement of social distancing guidelines. Ralph worked tirelessly to provide current, comprehensive information to residents and businesses. He implemented creative new policies, like outdoor seating, so that local restaurants could stay open and safely serve the public. Tom told Ralph, "Well done!"

XIII. **OTHER BUSINESS** (continued)

12. Boyle Wong, Technology and Communications, said Ralph was instrumental in completing the Village's 2015 Strategic Plan and its 2023 update. He was also involved in developing the Village's new logo and tagline "Incredibly Close. Amazingly Open." In response to resident surveys, Ralph initiated a variety of community events and activities including Neighborhood Outreach meetings, the Adopt-a-Planter Program, Community Garage Sale, Community Cleanup Day, and the Sustainability Expo. Ralph also took a lead role in continuing and expanding traditional events, such as Morton Grove Days and Santa Comes to Town. Ralph improved resident communication through reverse 911 calls and enhanced newsletters and periodic informational postcards. Ralph expanded eNews and the Village's social media presence, and developed a comprehensive resident handbook. Anecdotally, Boyle said, in a department head meeting several years ago, Ralph had told everyone that if request came to him without the new Village logo, it would be immediately denied. And although it seems rather severe, Boyle said that Ralph recognized that perception matters, quality matters, and consistency matters, in small things and in large things. And THAT is a good thing!
  
13. Terry Liston, Corporation Counsel for the Village, spoke next. She said Ralph's public service extended well beyond his professional achievements. After 9/11, he organized a "Lest We Forget" fundraiser to support the families of fallen first responders. After Hurricane Katrina, he spearheaded a community-wide effort, getting all of the different organizations of the community together to raise funds for the people of Slidell, Louisiana. Ralph has been honored by the Chamber of Commerce as its VIP; he has served as Treasurer of the Illinois Fire Safety Alliance; served on the Board of Directors of the United Way of Skokie Valley; and served as President of the Rotary Club of Skokie Valley. Terry said Ralph volunteered countless hours on the Board of the Morton Grove Foundation, including acting as its Chairperson, managing the Queen of Hearts raffle, and serving as the Chairperson of the second most successful Taste of Morton Grove in the Village's history.
  - a. Terry said, the work of a vibrant community like ours is never ending, but Ralph leaves the Village positioned for more success. He has laid the groundwork to ensure the Village's financial health. He has mentored and supported the next generation of community leaders. He completed the architectural plans for the new Metra station and the adjacent Gateway Plaza, which will be built within the next year. He has negotiated contracts for the purchase of the Fifth Third Bank property, an under-utilized property which can and should be turned into a repurposed Village Hall and Police Station. Terry added, "Most importantly, Ralph has instilled a sense of community and pride throughout the Village. He has led by example and challenged all of us to be better. He's melded us—all different personalities, all different talents—into a winning team, and under the Mayor and Board of Trustees, with Ralph's leadership, this team has accomplished success for this Village which will be felt by and improve the lives of our residents for generations to come. For this, and so much more, we are grateful."
  
14. Terry told Ralph that this presentation has been turned into a keepsake book for him, and she asked Mayor DiMaria to join her at the podium. Mayor DiMaria presented the bound book, titled "What Gets Measured Gets Accomplished," (a favorite saying of Ralph's), as a tribute to him from the Board, the staff, and the residents of Morton Grove. Mayor DiMaria and Mike Lukich also gave Ralph what the mayor called "the longest street sign in the Village." It's a street sign that will be installed at Capulina & School Street, and at Capulina & Austin Avenue, reading Ralph E. Czerwinski Way.

XIII. **OTHER BUSINESS** (continued)

Mayor DiMaria said that the members of the Board of Trustees also have some remarks.

15. Trustee Khan told Ralph, “As you retire, we want to take a moment to express our heartfelt gratitude for your many years of dedicated service. Your commitment, hard work, and unwavering dedication has truly been inspiring. Your presence has made a lasting impact on all of us, and on every soul that you have touched during your career here. Over the years, you have not only achieved remarkable milestones, but also set a high standard of excellence and integrity.” She wished Ralph’s successor, Chuck Meyer, good luck, noting that Ralph raised the bar for him. She said, “Ralph, as you embark on this new journey, we wish you health, happiness, and fulfillment in all your future endeavors. You will be greatly missed by all of us. Congratulations on having the longest street sign, and thank you once again for everything you’ve done for Morton Grove.”
16. Trustee Minx said she’s known Ralph for almost 20 years. Ralph’s been an advisor, a mentor, a colleague, a co-worker, and above all, a friend. She said, “Ralph’s can-do attitude is something I’ve learned and carried with me through all my years of service in the Villages I have worked for and served as a trustee. You are compassionate, ready to lend a helping hand, and to jump in and problem solve wherever you’re needed. I’ve never seen you with less than a dozen things happening at once!” Trustee Minx wished Ralph and Michelle a long, fun-filled retirement doing all the things he never had time to do when he was working. She thanked Ralph for being there for her, the Village employees, and the residents. She said, “You’re one heck of a guy, and we will miss you.”
17. Trustee Shiba said that he’s been here the shortest time, but has learned a lot from Ralph. He loved being able to drop in and have discussions with Ralph. Trustee Shiba said he was truly honored to have worked with Ralph, and was proud to have had Ralph as a mentor and a friend.
18. Terry Liston said to Ralph, it’s almost 30 years ago that we met. You were sitting there; I was sitting here, listening to a room full of people talking about how wonderful you are. 30 years later, and here we are again. Tonight is a night for me to show respect and regard, and thank you. I try to imagine how it’ll be, working without out. Every document I’ve every submitted, you’ve changed. Every suggestion I’ve made, you took some and made them better. It was always “how do we make this better?” Terry said she remembered one of Ralph’s pet sayings—If you take your hand out of a bucket of water, the water fills in.” She did some research and learned that it was part of a poem about great but humble leaders, and that General and President Dwight D. Eisenhower kept it in his pocket, and read it to the crowd at the 20<sup>th</sup> anniversary of D-Day. She told Ralph, “Because of you, we have what it takes to be successful. Because of you, we have what it takes to move the Village forward. And you should know that you’ve done a good job. You’re entitled to and deserve this retirement.” Terry read the poem and said the moral of it is “Do the best you can. Be proud of yourself. Remember, there’s no indispensable man.”
19. Trustee Thill told Ralph, “You’ve raised your family probably as much as you raised this Village.” He said, “We’re all familiar with your major accomplishments that have come to fruition under your tenure as Village Manager. You could have been the CEO of a Fortune 500 company! Some of the areas that haven’t yet been mentioned are:

XIII.

**OTHER BUSINESS** (continued)

- The “Dream Team” that you have assembled and guided over the last nine years: Mike Simo, Ralph Ensign, Mike Lukich, Zoe Heidorn, Tom Friel, Terry Liston, Hanna Sullivan, Boyle Wong, Jim English, Brandon Nolan, and Saba Koya. Also 73 Police Department personnel; 46 Fire Department personnel, 54 Public Works personnel, and 20 staff members in Village Hall—that’s approximately 193 people you’ve been the CEO of over the last nine years.
  - Your model of gathering information: Listening to all sides and then consulting with your staff to arrive at a solution was an uncanny road to success. Other people should follow this example.
  - When COVID hit, the Niles Twp. Food Bank had to close. You came up with a solution to keep food pantries open during COVID.”
- a. Trustee Thill said, the other night at Ralph’s retirement party, he had had a conversation with a person who had worked with Hanna at the Village of Winnetka. This person said he learned a lot about finance from Ralph. Trustee Thill said, “Many days, you were the one turning the lights on in the office in the morning and turning them off at night. Your commitment to the Village and its residents is unmatched.” The Village’s finances were in trouble; but Ralph and Hanna righted that ship and got the Village’s bond rating raised several times. The relationships we had with other governing bodies in the Village were strained when you came on board. Not only have they improved, we’re now working together! Schools were complaining that our Village is “too” successful. The enrollment is going up. The best thing that our Mayor has ever done was to bring you on board. The mayor’s a good salesman—there’s no doubt about it—but it was you who took the reins, and turned his ideas into reality.” Trustee Thill said he used to tell people that they couldn’t find Morton Grove on a map; and it was true. You’d see a lot of other municipalities, but not Morton Grove. He told Ralph, “YOU put us on the map.”
  - b. Trustee Thill thanked Ralph’s wife and children for their patience and for sharing him with the Village for all these years. He told Ralph, “You are still young enough and healthy enough, so enjoy your retirement.” He mentioned he had told his wife, “Ralph let me down on only one thing in all these years.” It was something Trustee Thill had brought up years before, namely, that all dwellings should display their address on the front of their house to help first responders ensure they were getting to the right house. Ralph had told him, “It’ll get done, but we’ve got a lot of other things to take care of first.” Trustee Thill said, the day after he’d mentioned this to his wife; he received the Village newsletter....and within it was a little article stating that people should be putting their address on the front of their house to help emergency vehicles in identifying where they need to be. He thanked Ralph, and led the Board and assemblage in singing “For He’s a Jolly Good Fellow.”
20. Trustee Travis said her appreciation for Ralph is endless. She told him, ‘Your immense patience, your willingness to listen and understand, and your ability to problem solve had been a model of leadership.’ She also thanked him for his constant communication, noting “it has truly helped me to have the necessary information to make informed decisions in my role as Trustee.” She cited Ralph’s hard work and dedication, and that fact that he always put the Village first. She said his deep knowledge of the community has guided the Board through any challenges we may have faced.

XIII. OTHER BUSINESS (continued)

- a. Trustee Travis told Ralph, “Your contributions to the Village have made a lasting impact and for that, I am profoundly grateful. As a lifelong resident, I couldn’t be prouder of Morton Grove today, thanks in part to your time as Village Administrator.” She said she was thankful that Ralph’s family shared him with the Village, and was happy knowing that now he’ll be able to spend more time with them. She extended best wishes for Ralph’s retirement, and thanked him again for everything he’s done for the Village of Morton Grove.
21. Trustee Witko expressed her deepest gratitude to Ralph for his years of service to the Village. She said, as a Trustee, she has had the privilege of working closely with Ralph in his Administrator role, and said “your guidance and support have made my role significantly easier.” She added, “What I appreciate most about you is not just your willingness to answer my questions, but your patient efforts to make sure I truly understood the complexities of each issue we faced. Your ability to teach goes beyond simply providing information. You imparted a deeper understanding that has been invaluable to me.” She said Ralph’s leadership has left an indelible mark on the Village, and his absence will surely be felt. She told him, “You have my utmost respect and gratitude, and I thank you once again for everything you’ve done for our community. Enjoy your retirement!”
  22. Clerk Harford said, “For years, you have tirelessly served our Village, always doing what was right for the community. You’ve worn many hats, both as the Fire Chief and twice as Village Administrator. Your leadership and dedication have left an indelible mark on our Village. Personally, you guided me in the role of Village Clerk with wisdom and patience. But what stands out the most for me are your kindness, compassion, and the sincere friendship you showed my dad in his final years as Mayor. That will never be forgotten. As you embark on the next chapter of your life, I hope your retirement is filled with relaxation, enjoyment, discovery, and special moments with the people who mean the most to you. Your presence in the Village will be dearly missed, but your legacy will continue to inspire all of us. Congratulations!”
  23. Mayor DiMaria, said, “Obviously, I agree with everything that’s been said tonight.” He said that he, Ralph, and Terry Liston shared a special relationship. He said, “All of the successes people see come from Ralph getting it done. When I ran for mayor, I had big dreams for Morton Grove—crazy dreams.” He said he assessed things at Village Hall for the first few months and decided he needed someone who could get those dreams fulfilled and execute what he needed to be done. He felt that was the only way he and the Village Board could be successful. Only one person came to mind, and that was Ralph Czerwinski. Ralph knew how to run the Village; he knew the departments, he had the experience—he was the perfect fit for the Mayor’s administration and for the Board at that time and the Boards to come. The mayor said, “You always think you know what to do, but then things come up, like COVID, like the Highland Park shooting. And then you need to make decisions quickly. Ralph helped make my job easier in those times—the toughest times of my administration. I’d call him and we’d put together a game plan, and of course, he always knew how to execute it. He knew what we needed to do to make sure the Village was functioning safely and we could go about our daily business with minimal impact.” Anything he or the Board needed to get done, he’d call Ralph, and Ralph would get it done.

XIII.

**OTHER BUSINESS** (continued)

- a. Mayor DiMaria said “Ralph is very detailed. He’s a “dot the I, cross the T” kind of guy. I’m not. To have that balance—that’s what worked for us. Same thing when I’d meet with Terry. The three of us weren’t always on the same page, but the goal and the mission was our commonality. Then Ralph would be the person to execute the plan, and he did it, time and time again.” He gave a football analogy, saying to Ralph, “If this was the NFL, you’d be three things: the General Manager, the Coach, and the punter, because you know how to punt!” Thank you for the hours and hours you were here. If it was needed, you were getting it done.” Mayor DiMaria also thanked Ralph’s family, saying they had sacrificed a lot, and, with the assemblage, gave them a round of applause.
  - b. Mayor DiMaria told Ralph, “The admiration and respect your peers in other municipalities have for you is incredible! You don’t even know how many times I’ve been told how lucky we are to have you. Whenever I’d walk into an event with you, I held my head high, know that I had the best in the game. You’ve made me better, and—I can’t say it enough—everything you see here is because Ralph knew how to get it done.” The mayor said, “Chuck, if you’re watching, you have some huge shoes to fill. But don’t try to fill them! If your shoes are half the size of Ralph’s, we’re going to be just fine. So, thank you for everything...love you!”
24. Ralph addressed the room. He said, “I had no idea about this. We were supposed to have a short meeting. THIS has been mind-blowing!” He said, “Life is a wonderful thing. And we’re all enjoying it. There are aspects of it. A personal aspect that’s fulfilled with family and friends and cohorts and relationships.” He recounted how, in 1975, Mary Jo LeBeau had called him and told him to come in to have a physical. And he got hired! He said, ““Professionally, I have been so lucky. There I was, 50 years ago, riding on the back of the rig, which was really cool. You get an alarm, you get things done. You get a minute and a half to get on the rig, you’ve got three minutes to get to the fire, and you’ve got to make quick decisions.” There’s nothing like that when you’re the Village Administrator. Nothing’s burning; nobody’s dying, let’s slow down and figure out the right thing to do. Ralph said, “I’m really blessed in having two worlds, one in the fire service, which was a heck of a lot of fun, moving up through the ranks, good comrades, and good staff.” He thanked Mary Jo for all the times she “carried” him in his early years, and gave her a round of applause.
- a. Ralph recalled of the Boards he’s worked with, noting that the current Board is the most cohesive he’s seen. He said all of the Village Boards have done positive things for the community. He said he was talking with Terri about the number of Board meetings he’s attended over the years. And even taking out the years in Skokie, he’s probably been at 700+ Board meetings. And every one of them have been moving this community forward, by people who are very interested in this community, and filling these seats (he gestured to the dais). He said hopefully, in the next few years, you’ll have new seats in a new Village Hall, which would be well-deserved. He said all of the mayors and the boards have done things to build a solid foundation for Morton Grove, but none more than this Mayor and Board. Ralph thanked the Mayor and the Board for the latitude they’ve given him, and the guidance, and above all, the trust. The trust they’ve given to the department heads, the trust they’ve given to the employees, with their “get it done” attitude. He said, “You have a great staff. Great people in the right places at the right time. We’re not the richest community. But we ARE the richest community in heart and soul.”

XIII. OTHER BUSINESS (continued)

- b. Ralph said, "People look at Morton Grove and get a flavor of Mayberry, but also a flavor of moving forward. We are thin-staffed. At every level, everyone wears multiple hats. But, we are also great-staffed."
- c. Ralph addressed his family. "You guys are great. Always supportive. Understanding when I've missed family events." He said, "I really appreciate the opportunities you've given me to fulfill my dreams." These dreams started in the '70's when he decided Municipal Government was where he wanted to be. He said he can remember walking into his office in Niles for the first time. Ralph said he's been blessed by working with some great communities, but none better than Morton Grove. He told the Board, "Don't count me out. I'm going to watch what's going on. And I'll probably have some comments....but they'll all be positive and supportive to this great Village of Morton Grove. Thank you."

XIV. RESIDENTS' COMMENTS

NONE

XV. ADJOURNMENT

Trustee Minx moved to adjourn the meeting, seconded by Trustee Witko. **Motion passed unanimously via voice vote.**

The meeting adjourned at 8:07 p.m.

PASSED this 9th day of July, 2024.

Trustee Khan \_\_\_\_\_  
Trustee Minx \_\_\_\_\_  
Trustee Shiba \_\_\_\_\_  
Trustee Thill \_\_\_\_\_  
Trustee Travis \_\_\_\_\_  
Trustee Witko \_\_\_\_\_

APPROVED by me this 9th day of July, 2024.

\_\_\_\_\_  
Daniel P. DiMaria, Village President  
Board of Trustees, Morton Grove, Illinois

APPROVED and FILED in my office this 10th day of July, 2024.

\_\_\_\_\_  
Eileen Harford, Village Clerk  
Village of Morton Grove, Cook County, Illinois

Minutes by Teresa Cousar



Legislative Summary

Ordinance 24-11

**AMENDING TITLE 1 CHAPTER 8A SECTION 2 ENTITLED “VILLAGE ADMINISTRATOR” AND  
TITLE 1 CHAPTER 9A SECTION 8 ENTITLED “CHANGE ORDERS” TO INCREASE THE  
PURCHASING AUTHORITY OF THE VILLAGE ADMINISTRATOR**

<b>Introduction:</b>	July 9, 2024
<b>Purpose:</b>	To amend sections of Title 1 Chapters 8 and 9 to correct a discrepancy with Section 1-9A-4 of the Village Code to confirm the Village Administrator’s authority to approve purchases and change orders up to \$25,000.
<b>Background:</b>	On February 15, 2022, pursuant to Ordinance 22-01, the Corporate Authorities amended Section 1-9A-4 of the Village Code to modify the Village’s competitive bidding process to allow the Village Administrator to approve Village expenditures under the amount of \$25,000 without the approval of the Village Board in conformity with Illinois Public Act 100-338, (65 ILCS 5/8-9-1) and (65 ILCS 5/4-5-11). A recent review of the Village Code has disclosed a discrepancy among Sections 1-9A-4 and Sections 1-8A-2 and 1-9A-8. This Ordinance will amend Sections 1-8A-2 and 1-9A-8 to confirm that the Village Administrator’s authority to approve purchases and change orders less than \$25,000 without Board approval consistent with Village Code Section 1-9A-4.
<b>Programs, Dept’s, Groups Affected</b>	Administration and Finance
<b>Fiscal Impact:</b>	N/A
<b>Source of Funds:</b>	N/A
<b>Workload Impact:</b>	The Text Amendment will be implemented and supervised by staff as part of their normal work activities.
<b>Administrative Recommendation:</b>	Approval
<b>Second Reading:</b>	July 23, 2024
<b>Special Considerations or Requirements:</b>	None

Submitted by – Charles L. Meyer, Village Administrator  
Reviewed by – Zoe Heidorn, Assistant Village Administrator  
Reviewed by – Hanna Sullivan, Finance Director  
Prepared by – Teresa Hoffman Liston, Corporation Counsel

# ORDINANCE 24-11

## AMENDING TITLE 1 CHAPTER 8A SECTION 2 ENTITLED “VILLAGE ADMINISTRATOR” AND TITLE 1 CHAPTER 9A SECTION 8 ENTITLED “CHANGE ORDERS” TO INCREASE THE PURCHASING AUTHORITY OF THE VILLAGE ADMINISTRATOR

WHEREAS, the Village of Morton Grove (the Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, the Village continuously reviews and, as it deems necessary, updates existing Municipal Codes to assure they are kept current and relevant; and

WHEREAS, on February 15, 2022, pursuant to Ordinance 22-01, the Corporate Authorities amended Section 1-9A-4 of the Village Code to modify the Village’s competitive bidding process to allow the Village Administrator to approve Village expenditures under the amount of \$25,000.00 without the approval of the Village Board in conformity with Illinois Public Act 100-338, (65 ILCS 5/8-9-1) and (65 ILCS 5/4-5-11); and

WHEREAS, a recent review of the Village Code has disclosed a discrepancy among Sections 1-9A-4 and Sections 1-8A-2 and 1-9A-8; and

WHEREAS, in order to correct this discrepancy, it is necessary to amend Sections 1-8A-2 and 1-9A-8 to confirm that the Village Administrator’s powers include the authority to make purchases and change orders for less than \$25,000 without Board approval.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Ordinance, as though fully set forth herein, thereby making the findings as hereinabove set forth.

SECTION 2: Title 1, Chapter 8A, Section 2, entitled, “Village Administrator,” is hereby amended to read as follows:

### **1-8A-2: VILLAGE ADMINISTRATOR**

1. Residency. Within twelve months after first being appointed, the Village administrator shall become a resident of the Village of Morton Grove or shall reside within 15 miles of the Village.
2. Powers and Duties. The Village Administrator shall be responsible for the day-to-day administration of the Village and of its affairs. The administrator shall have power and be required to devote his/her entire and exclusive time to the discharge of his/her official duties, including:
  1. Direct and supervise all departments: The administrator shall direct, supervise, and coordinate the administration of all departments, offices, and agencies of the Village including supervising the activities of department directors and insuring all municipal services and programs are efficiently and effectively managed, except as otherwise provided by law.
  2. Employ and discharge of all employees: The administrator shall employ, and when necessary for the good of the service, suspend or remove all employees of the Village except department directors and administrative officers appointed by the Village president and board of trustees, all board and commission members and those employees over which, by ordinance or statute, the Village administrator and corporate authorities have no such authority. Prior to his/her taking any such action, the administrator shall consult with the head of the department under consideration and the Village president. The administrator shall also be responsible for the conduct of all collective bargaining processes within the Village and shall make recommendations to the Village board regarding collective bargaining agreements for consideration and approval by the board. The administrator shall, subsequent to approval, be responsible for administering all collective bargaining agreements reached through the collective bargaining process.
  3. Preparation of Budget/Budget Officer: The administrator, in cooperation with the director of finance/treasurer shall prepare an annual operating and capital budget which shall include a five (5) year capital improvements program (CIP) which shall be submitted to the corporate authorities for their review and consideration and shall prepare a budget adoption ordinance which shall be placed on the agenda for board consideration prior to the start of each fiscal year. The administrator shall also be responsible, in conjunction with the director of finance/treasurer, for the administration of the adopted budget and capital improvement program.
  4. Financial Reports: Prepare and submit to the corporate authorities in conjunction with the director of finance/treasurer reports on finances which shall include amounts budgeted and the amounts spent, showing the unexpended budgeted items and amounts, and shall keep the corporate authorities advised of the financial condition and future needs of the Village.
  5. Tax levy ordinance and abatement resolutions: The Village administrator, in conjunction with the director of finance/treasurer, shall cause the tax levy ordinance and any necessary abatement resolutions to be prepared and placed on the board agenda for consideration by the corporate authorities in a timely manner so the levy ordinance and any abatement resolutions can be acted upon and a certified copy of the tax levy ordinance and any abatement resolutions properly filed with the county clerk within the time frames prescribed by law.

6. Property custody and inventory: The Village administrator in conjunction with the director of finance shall maintain an inventory of all fixed assets owned by the Village and shall be responsible for the care and custody of all Village property which is not by law or ordinance otherwise assigned to some other officer or person for care and control.
7. Administrative recommendations: The administrator shall make written or verbal recommendations to the corporate authorities for the adoption of such measures or policies as the administrator may deem necessary and expedient for the improvement of the Village and its administration.
8. Board of trustees' agenda preparation: The administrator, with the approval of the mayor, shall prepare an agenda for each meeting of the corporate authorities which shall contain those matters to be considered at the meeting.
9. Board of trustees' meeting attendance: The administrator shall attend all meetings of the corporate authorities, unless excused there from. The Village administrator shall be entitled to take part in the discussion of all matters coming before the corporate authorities but shall have no right to vote.
10. Administrative complaints, enforcement: The administrator shall see all laws and ordinances are duly enforced and investigate into the affairs of the Village or any department or division thereof. He shall investigate all complaints in relation to all matters concerning the administration of the Village and in regard to service maintained by the public utilities in the Village, and see that all franchises, permits and privileges granted by the Village are faithfully observed.
11. Publication of documents: The administrator shall publish all ordinances, maps and other documents and instruments required by law to be published where publication is by printing in a book or pamphlet form the printing shall contain the legend "*Published by Authority of the President and Board of Trustees of the Village of Morton Grove, Illinois*" and the date of publication. The provision of duplicated copies of the document either bound or unbound shall be deemed to satisfy this requirement.
12. Purchase and contract authority: Unless directed otherwise by the Village code or the corporate authorities, the administrator may approve and be responsible for all purchases and contracts for services and supplies as provided in chapter 9 of this Code and may execute contracts or agreements for the purchase or goods or services or to settle or resolve disputes for amounts less than ~~\$20,000~~ \$25,000.
13. General responsibility: Perform such other duties as may be required of him/her by the corporate authorities, not inconsistent with Village ordinances and laws. (Ord. 72-26, 9-5-1972; amd. Ord. 01-53, 11-26-2002; amd. Ord 24-11, 7-23-24)

SECTION 3: Title 1, Chapter 9A, Section 8, entitled, “Change Orders” is hereby amended to read as follows:

**1-9A-8: CHANGE ORDERS**

A change order is a revision of the contract term, other than as specifically provided for in the contract, which authorizes an addition, deletion, or revisions in the work or necessitates an increase or decrease in the cost of the contract or time of completion. All change orders must be in writing and approved by the purchasing agent. Change orders which require an additional cost or expense to the Village of ~~\$20,000~~ \$25,000 or more must be approved by the corporate authorities.

SECTION 4: The terms and conditions of this ordinance shall be severable and if any section, term, provision, or condition is found to be invalid or unenforceable for any reason by a court of competent jurisdiction, the remaining sections, terms, provisions, and conditions shall remain in full force and effect.

SECTION 5: Except as to code amendments set forth in this ordinance, all chapters and sections of the Morton Grove Village Code shall remain in full force and effect.

SECTION 6: This ordinance shall be effective from and after its adoption, approval, and publication as provided by law.

Passed this 23rd day of July 2024.

Trustee Khan \_\_\_\_\_  
Trustee Minx \_\_\_\_\_  
Trustee Shiba \_\_\_\_\_  
Trustee Travis \_\_\_\_\_  
Trustee Thill \_\_\_\_\_  
Trustee Witko \_\_\_\_\_

Approved by me this 23rd day of July 2024.

\_\_\_\_\_  
Daniel P. DiMaria, Village President  
Village of Morton Grove  
Cook County, Illinois

Attested and Filed in my office this  
24th day of July 2024.

\_\_\_\_\_  
Eileen Scanlon Harford, Village Clerk  
Village of Morton Grove  
Cook County, Illinois

## Legislative Summary

<b>Resolution 24-41</b>
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<b>APPOINTING A DIRECTOR AND ALTERNATE DIRECTOR TO THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY</b>
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<b>Introduced:</b>	July 9, 2024
<b>Purpose:</b>	To appoint a director and alternative director to the SWANCC Board of Directors.
<b>Background:</b>	The Solid Waste Agency of Northern Cook County (SWANCC) is an intergovernmental agency serving 23 municipalities including Morton Grove. SWANCC was established in 1988 to facilitate effective, competitive, and environmentally sound collection, transportation, transfer, processing, treatment, storage, disposal, recovery, and reuse of municipal waste for its members. The Board of Directors approves the yearly budget for the Agency and sets policy for the region's long-term plan to manage the area's solid waste. Every two years the Village appoints a Director and Alternate Director(s) to serve on SWANCC's Board of Directors to represent the Village's interest. This Resolution will appoint Trustee John Thill as the Village's Director and Village Administrator Charles L. Meyer as its Alternate Director.
<b>Programs, Departments or Groups Affected</b>	Administration, Finance, and Public Works Departments
<b>Fiscal Impact:</b>	None
<b>Source of Funds:</b>	N/A
<b>Workload Impact:</b>	Trustee Thill's, and Mr. Meyer's appointment to the Board of Directors will be supported by the Finance Department, and Director of Public Works as part of their normal duties.
<b>Administrator Recommendation:</b>	Approval as presented
<b>Second Reading:</b>	Not Required
<b>Special Considerations or Requirements:</b>	None

Submitted by: Charles L. Meyer, Village Administrator  
Reviewed by: Zoe Heidorn, Assistant Village Administrator  
Prepared by: Teresa Hoffman Liston, Corporation Counsel

# **RESOLUTION 24-41**

## **APPOINTING A DIRECTOR AND ALTERNATE DIRECTOR TO THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY**

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, The Solid Waste Agency of Northern Cook County (SWANCC) is an intergovernmental agency serving 23 municipalities including Morton Grove; and

WHEREAS, SWANCC was established in 1988 to facilitate the delivery of effective, competitive, and environmentally sound collection, transportation, transfer, processing, treatment, storage, disposal, recovery, and reuse of municipal waste for its members; and

WHEREAS, the SWANCC Board of Directors comprises representatives of member communities including Morton Grove which are appointed by each community on a bi-yearly basis; and

WHEREAS, the Village as a member of the SSWANCC is entitled to appoint a Director and one or more Alternate Director(s) to the Board of Directors of SWANCC; and

WHEREAS, the President and Board of Trustees of the Village of Morton Grove wish to appoint Trustee John Thill as the Village's Director on the SWANCC Board of Directors and appoint Charles L. Meyer, the Village Administrator, as its Alternate Director.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The President and Board of Trustees hereby appoints Trustee John Thill as the Village's Director on the Board of Directors of SWANCC and appoints the Village Administrator, Charles L. Meyer, as its Alternate Director.

SECTION 4: This Resolution shall be in full force and effect from and after its adoption.



Passed this 9th day of July 2024

Trustee Khan \_\_\_\_\_  
Trustee Minx \_\_\_\_\_  
Trustee Shiba \_\_\_\_\_  
Trustee Thill \_\_\_\_\_  
Trustee Travis \_\_\_\_\_  
Trustee Witko \_\_\_\_\_

Approved by me this 9th day of July 2024

\_\_\_\_\_  
Daniel P. DiMaria, Village President  
Village of Morton Grove  
Cook County, Illinois

Attested and Filed in my office this  
10th day of July 2024

\_\_\_\_\_  
Eileen Scanlon Harford, Village Clerk  
Village of Morton Grove  
Cook County, Illinois

Legislative Summary

Ordinance 24-12

**AMENDING TITLE 1 CHAPTER 11 SECTION 4 ENTITLED  
“FEES FOR SPECIFIC PERMITS, LICENSES, CERTIFICATES, AND SERVICES”  
OF THE MUNICIPAL CODE OF THE VILLAGE OF MORTON GROVE  
TO UPDATE THE FEES FOR SMALL CELL FACILITIES**

<b>Introduction:</b>	July 9, 2024
<b>Purpose:</b>	To amend Title 1 Chapter 11 of the Morton Grove Municipal Code to update the fee schedule for fees relating to small cell facilities.
<b>Background:</b>	On June 22, 2020, pursuant to Ordinance 20-12, the Village Board amended Title 1 of the Village Code to add a new Chapter 11 entitled “Fees” to provide a comprehensive fee schedule for various licenses, permits, and services authorized by the Code set forth in one location of the Village Code so that it could be easily referenced by the public and annually reviewed by Village staff as part of the annual budget process. A recent review of Village fees disclosed that the fees related to small cell facilities on utility-owned structures, currently \$1,500.00 for the permit application fee and \$1,500.00 for the first year’s license fee, exceed the maximum fees set by Public Act 100-0585, Section 15(e)(1), which is \$650.00 for the permit application fee for collocating a small wireless facility on an existing utility pole or wireless support structure and \$350.00 for multiple facilities after the initial \$650.00 fee has been paid, and an annual license fee for collocation on a Village-owned utility pole within the right of way of \$200.00 (or the actual, direct, and reasonable costs related to the usage). This Ordinance will amend Sections 1-11-4 of the Village Code to make fees related to small cell facilities in conformance with Public Act 100-0585.
<b>Programs, Departments or Groups Affected</b>	Administration, Public Works, and Finance
<b>Fiscal Impact:</b>	N/A
<b>Source of Funds:</b>	N/A
<b>Workload Impact:</b>	Staff will implement these revisions as part of its normal duties
<b>Administrator Recommend:</b>	Approval as presented
<b>Second Reading:</b>	July 23, 2024
<b>Special Considerations or Requirements:</b>	None

Submitted by – Charles L. Meyer, Village Administrator  
Reviewed by – Zoe Heidorn, Assistant Village Administrator  
Reviewed by – Michael Lukich, Director of Public Works  
Reviewed by Chris Tomich, Village Engineer  
Prepared by – Teresa Hoffman Liston, Corporation Counsel

**ORDINANCE 24-12**  
**AMENDING TITLE 1 CHAPTER 11 SECTION 4 ENTITLED**  
**“FEES FOR SPECIFIC PERMITS, LICENSES, CERTIFICATES, AND SERVICES”**  
**OF THE MUNICIPAL CODE OF THE VILLAGE OF MORTON GROVE TO UPDATE THE**  
**FEES FOR SMALL CELL FACILITIES**

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois is a home rule unit of government under the provisions of Article 7 of the Constitution of the State of Illinois, and can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, on June 22, 2020, pursuant to Ordinance 20-12, the Village Board amended Title 1 of the Village Code to add a new Chapter 11 entitled “Fees”.

WHEREAS, the intent of Ordinance 20-12 was to provide a comprehensive fee schedule for various licenses, permits, and services authorized by the Code set forth in one location of the Village Code so that it could be easily referenced by the public and annually reviewed by Village staff as part of the annual budget process; and

WHEREAS, a review of Village fees has disclosed that the fees related to small cell facilities on utility-owned structures, currently \$1,500.00 for the permit application fee and \$1,500.00 for the first year’s license fee, exceed the maximum fees set by Public Act 100-0585, Section 15(e)(1) which is \$650.00 for the permit application fee for collocating a small wireless facility on an existing utility pole or wireless support structure and \$350.00 for multiple facilities after the initial \$650.00 fee has been paid, and an annual license fee for collocation on a Village-owned utility pole within the right of way, of \$200.00 or the actual, direct, and reasonable costs related to the usage; and

WHEREAS, it is necessary to amend Sections 1-11-4 of the Village Code to update the fees related to small cell facilities in conformance with Public Act 100-0585.

NOW, THEREFORE BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Ordinance as though fully set forth herein thereby making the findings as hereinabove set forth.

SECTION 2: Title 1 Chapter 11 Section 4 Entitled “FEES FOR SPECIFIC PERMITS, LICENSES, CERTIFICATES, AND SERVICES” of the Municipal Code of the Village of Morton Grove is hereby amended as follows:

A. The rows in the fee schedule pertaining Title 7 Chapter 11 Section 3B are hereby amended to read as follows:

Code Section	Description	Fee	Unit or Description
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW Application Fees - New Facility</del>	<del>\$2,000.00</del>	<del>Each</del>
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW Application Fees Attachment or replacement on Village-owned facility</del>	<del>\$2,000.00</del>	<del>Each</del>
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW Application Fees Attachment on non-Village-owned facility to utility-owned facility</del>	<del>\$1,500.00</del>	<del>Each</del>
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW License Fee - New facility</del>	<del>\$3,600.00</del>	<del>/Year</del>
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW License Fee Attachment to and replacement on Village-owned facility</del>	<del>\$3,600.00</del>	<del>/Year</del>
<del>7-11-3B</del>	<del>Distributed Antenna System or Small Cell Facility in ROW License Fee Attachment to utility-owned facility</del>	<del>\$1,500.00</del>	<del>/Year</del>
<u>7-11-3B</u>	<u>Distributed Antenna System or Small Cell Facility in ROW Application Fees - Applicant's First Facility</u>	<u>\$650.00</u>	<u>Each</u>
<u>7-11-3B</u>	<u>Distributed Antenna System or Small Cell Facility in ROW Application Fees - Applicant's Additional Facility</u>	<u>\$350.00</u>	<u>Each</u>
<u>7-11-3B</u>	<u>Distributed Antenna System or Small Cell Facility in ROW- License Fee - Collocation on Village-Owned Facility</u>	<u>\$200.00 or the actual, direct, and reasonable costs related to the usage, whichever is greater</u>	<u>Year</u>
<u>7-11-3B</u>	<u>Distributed Antenna System or Small Cell Facility in ROW Application Fees small wireless facility that includes the installation of a new utility for such collocation.</u>	<u>\$1,000.00</u>	<u>Each</u>

SECTION 3: The terms and conditions of this ordinance shall be severable and if any section, term, provision, or condition is found to be invalid or unenforceable for any reason by a court of competent jurisdiction, the remaining sections, terms, provisions, and conditions, shall remain in full force and effect.

SECTION 4: In the event this ordinance or any Code amendment herein conflicts with any statute, ordinance, or resolution or part thereof, the amendments in this ordinance shall be controlling

and shall supersede all other statutes, ordinances, or resolutions but only to the extent of such conflict. Except as amended in this ordinance, all chapters and sections of the Village of Morton Grove Village Code are hereby restated, readopted, and shall remain in full force and effect.

SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form according to law.

Passed this 23rd day of July 2024.

Trustee Khan \_\_\_\_\_  
Trustee Minx \_\_\_\_\_  
Trustee Shiba \_\_\_\_\_  
Trustee Travis \_\_\_\_\_  
Trustee Thill \_\_\_\_\_  
Trustee Witko \_\_\_\_\_

Approved by me this 23rd day of July 2024.

\_\_\_\_\_  
Daniel P. DiMaria, Village President  
Village of Morton Grove  
Cook County, Illinois

Attested and Filed in my office this  
24th day of July 2024.

\_\_\_\_\_  
Eileen Scanlon Harford, Village Clerk  
Village of Morton Grove  
Cook County, Illinois

## Legislative Summary

### Ordinance 24-13

#### **AMENDING TITLE 4 CHAPTER 4 SECTION 9 ENTITLED “SUSPENSION AND REVOCATION” AND AMENDING TITLE 4 CHAPTER 4 SECTION 10 ENTITLED “APPEAL” TO MODIFY AND ESTABLISH REGULATIONS RELATING TO THE SUSPENSION OR REVOCATION OF CERTIFICATES OF OCCUPANCY OF BUSINESS OPERATIONS IN MORTON GROVE, ILLINOIS**

<b>Introduction:</b>	July 9, 2024
<b>Purpose:</b>	To approve a Text Amendment that modifies and establishes regulations for the suspension or revocation and certificate of occupancy of business operations in the Village of Morton Grove.
<b>Background:</b>	<p>Village staff currently enforce Village-wide regulations regarding business compliance pursuant to Title 4, Chapter 4 of the Village Code, which establishes requirements for compliance certificates (Section 4-4-1) and the process for the suspension or revocation of compliance certificates or business licenses (Section 4-4-9). Currently, these regulations do not provide adequate recourse for the Village if businesses are noncompliant with applicable regulations and are nonresponsive to appropriately issued citations, fines, and the adjudication process.</p> <p>In accordance with Section 4-4-1, staff have withheld issuing Business Compliance Certificates (BCC) to numerous businesses for a variety of reasons such as failure to pay fees or taxes, or for outstanding code violations. While most businesses comply with Village regulations and receive their BCC, some businesses continue to operate without a BCC and fail to respond to citations or administrative hearing requests. When this occurs, staff do not have a means of obtaining compliance except for levying additional fines, which have proven to be ineffective in many cases. The ability to revoke Certificates of Occupancy will help obtain compliance in extreme cases and help ensure all businesses in the Village are operating safely and within the confines of the law.</p> <p>The amendments proposed by this Ordinance will:</p> <ul style="list-style-type: none"><li>• Grant the Village Administrator the authority to suspend or revoke certificates and licenses. Currently this authority is granted to the Village’s Adjudication Officer;</li><li>• Expand the list of items that may be suspended or revoked to include Certificates of Occupancy; Business Compliance Certificates, and Business Licenses;</li><li>• Extend the maximum suspension period from 30 days to 60 days;</li><li>• Clarify the bases for suspending or revoking permits, licenses and certificates; and</li><li>• Modify the appeal and notification process to provide that appeals are heard by the Village Adjudication Hearing Officer.</li></ul>
<b>Programs, Dept’s, Groups Affected</b>	Department of Community and Economic Development, Administration, Legal
<b>Fiscal Impact:</b>	N/A
<b>Source of Funds:</b>	N/A
<b>Workload Impact:</b>	The Text Amendment will be implemented and supervised by staff as part of their normal work activities.
<b>Administrative Recommendation:</b>	Approval
<b>Second Reading:</b>	July 23, 2024
<b>Special Considerations or Requirements:</b>	None

Submitted by – Charles L. Meyer, Village Administrator  
Reviewed by – Zoe Heidorn, Assistant Village Administrator  
Reviewed by – Teresa Hoffman Liston, Corporation Counsel  
Prepared by – Brandon Nolin, Community Development Administrator

## ORDINANCE 24-13

### AMENDING TITLE 4 CHAPTER 4 SECTION 9 ENTITLED “SUSPENSION AND REVOCATION” AND AMENDING TITLE 4 CHAPTER 4 SECTION 10 ENTITLED “APPEAL” TO MODIFY AND ESTABLISH REGULATIONS RELATING TO THE SUSPENSION OR REVOCATION OF CERTIFICATES OF OCCUPANCY OF BUSINESS OPERATIONS IN MORTON GROVE, ILLINOIS

WHEREAS, the Village of Morton Grove (the Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, the Village continuously reviews and, as it deems necessary, updates existing Municipal Codes to assure they are kept current and relevant; and

WHEREAS, the Village’s Business Regulations (Title 4) do not currently provide adequate recourse if businesses and non-residential uses are noncompliant with Village regulations and nonresponsive to appropriately issued citations, fines, and the adjudication process; and

WHEREAS, the proposed Text Amendments will authorize the Village Administrator to revoke a certificate of occupancy for a business or non-residential use when it is being operated in violation of Municipal Codes and as necessary to protect the public health, safety, or general welfare from imminent harm; and

WHEREAS, the Corporate Authorities have determined that the Text Amendments set forth in this Ordinance will help ensure all businesses and non-residential uses in the Village are operating safely and within the confines of the law; and

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Ordinance, as though fully set forth herein, thereby making the findings as hereinabove set forth.

SECTION 2: Title 4, Chapter 4, Section 9, entitled, “Suspension and Revocation,” is hereby amended to read as follows:

#### **4-4-9: SUSPENSION AND REVOCATION**

- A. Summary Suspension of Business Operation. When the conduct or operation of any business or use of any property or premise shall constitute an imminent danger to the public health, safety or general welfare, the ~~Building Commissioner~~ Village Administrator shall be

authorized to immediately and summarily order the cessation of business or use, the closing of the premise and the suspension of any certificate of occupancy, compliance certificate or business license for an initial period as necessary to protect the public health, safety or general welfare from imminent harm, not to exceed fifteen (15) business days. Upon the issuance of the order, the ~~Building Commissioner~~ Village Administrator shall serve notice of the summary order by one of the methods set forth in sections 1-4-5:A 1, 2, 3, 5 or 6 of this Code. Within 7 business days after service of the summary order, the Village or owner of the premise or certificate holder or licensee may, by written notice to the ~~Building Commissioner~~ Village Administrator and all certificate holders, licensees and property owners to be served by one of the methods set forth in sections 1-4-5A 1, 2, 3, 5 or 6 of this Code request a hearing before the Village's Adjudication Hearing Officer for the purpose of determining whether to rescind or modify the Building Commissioner's order, and/or whether the compliance certificate, ~~or~~ business license, or certificate of occupancy should be suspended for an additional period of time or revoked. The hearing shall be scheduled within ten (10) business days of the service of such request, unless the parties agree otherwise.

B. Suspension and/or Revocation of Compliance Certificate, ~~or~~ License, or Certificate of Occupancy.

1. Compliance certificates, ~~and~~ business licenses, and certificates of occupancy may, unless otherwise provided, be suspended for up to ~~30~~ 60 days or revoked by the ~~Village's Adjudication Hearing Officer~~ Village Administrator for any of the following causes:
  - a. The applicant, certificate holder or licensee has provided false or incomplete information on any application, tax return, or report to the Village;
  - b. The subject property or premise is not in compliance with building or life safety Codes;
  - c. The operation of the business or use at its specified location is in violation of the Village's zoning ordinances and regulations;
  - d. The use has changed or intensified without Village knowledge and approval;
  - e. An owner or lessor of the property or premise and/or the certificate holder or licensee, or person in charge of the ~~certificate holder or licensee business or use~~ has violated any Village Codes and regulations relating to the certificate of occupancy, compliance certificate, business license for the subject property or premise;
  - f. An owner or lessor of the property or premise and/or the certificate holder or licensee, or person in charge of the ~~certificate holder or licensee business or use~~ has been convicted of any felony or of a misdemeanor when such conviction calls into question the owner's or operator's compliance or ability to comply with Village, state or federal laws or regulations relating to the compliance certificate or business license, for the subject property or premise;
  - g. An owner or lessor of the property or premise and/or the certificate holder or licensee, or person in charge of the ~~certificate holder or licensee business or use~~ has not paid a financial obligation owed to the Village;
  - h. The operation of the business or use results in a nuisance; ~~or~~
  - i. The operation of the business or use is not in compliance with all applicable regulations;
  - j. An owner or lessor of the property or premise and/or the certificate holder or licensee, or person in charge of the business or use fail to operate in compliance with the plans and information submitted for the approval of the certificate; or
  - k. An owner or lessor of the property or premise and/or the certificate holder or licensee, or person in charge of the ~~certificate holder or licensee business or use~~ has refused to permit an inspection or sampling or any interference with a duly authorized Village officer or employee while in the performance of his duties.



SECTION 3: Title 4, Chapter 4, Section 10, entitled, "Appeal," is hereby amended to read as

follows:

**4-4-10: APPEAL**

- Any person aggrieved by a decision regarding the denial of an application for a compliance certificate or business license, or in connection with the suspension or revocation of a compliance certificate, business license or certificate of occupancy, or the closing of an establishment dangerous to the public, as provided in this Title, shall have the right to appeal to the ~~Village Administrator~~ Village's Adjudication Hearing Officer. Such appeal shall be taken by personally delivering or mailing via ~~filing with the Village Administrator, within ten (10) days after the notice of said decision,~~ certified mail to the Village Clerk within fourteen (14) days after notice of the decision has been served upon the business or aggrieved person, a written notice of appeal setting forth specifically the legal and factual grounds for appeal. The Village Administrator shall thereupon set the time and place for a hearing on such appeal, and notice of such hearing shall be given to the appealing party. The review of the Village Administrator shall be based solely on the record of the proceeding.
- A. Appeal Procedures for Suspension or Revocations
  - Upon receipt of the notice of appeal a decision regarding the denial of an application for a compliance certificate, or in connection with the suspension or revocation of a compliance certificate or certificate of occupancy, or the closing of an establishment dangerous to the public, as provided in this Title, the Village shall respond with notice of a hearing that is to be scheduled for a date no later than two (2) calendar weeks from the date of receipt of the appeal request.
    1. At the hearing, all parties shall be permitted counsel and shall have the right to submit evidence and cross-examine witnesses.
    2. The Village's Adjudication Hearing Officer shall render the decision within a reasonable time after the conclusion of the hearing. The decision shall be in writing and state the reasons for the decision.
    3. Such suspension or revocation, if ordered, shall not preclude prosecution and imposition of any other penalties provided for the violation of other applicable ordinances of the Village.
    4. The owner of the premise and the owner or operator of the business or use whose compliance certificate or certificate of occupancy is suspended or revoked shall be jointly and severally liable to the Village for the costs of the hearing, as determined by the Finance Director/Treasurer including, but not limited to, court reporter fees, the costs of transcripts or records, attorneys' fees, the cost of preparing and mailing notices and orders, and all other miscellaneous expenses incurred by the Village, and shall pay said costs to the Village within thirty (30) days of notification of the costs. Failure to pay said costs within thirty (30) days of notification is a violation of this section and may, in addition to all other penalties be cause for further suspension or revocation, or the levy of additional fines.
  - The decision of the ~~Village Administrator~~ Adjudication Hearing Officer shall be final subject to applicable administrative review pursuant to Illinois law.

SECTION 4: The terms and conditions of this ordinance shall be severable and if any section, term, provision, or condition is found to be invalid or unenforceable for any reason by a court of

competent jurisdiction, the remaining sections, terms, provisions, and conditions shall remain in full force and effect.

SECTION 5: Except as to code amendments set forth in this ordinance, all chapters and sections of the Morton Grove Village Code shall remain in full force and effect.

SECTION 6: This ordinance shall be effective from and after its adoption, approval, and publication as provided by law.

Passed this 23rd day of July 2024.

Trustee Khan \_\_\_\_\_  
Trustee Minx \_\_\_\_\_  
Trustee Shiba \_\_\_\_\_  
Trustee Travis \_\_\_\_\_  
Trustee Thill \_\_\_\_\_  
Trustee Witko \_\_\_\_\_

Approved by me this 23rd day of July 2024.

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Daniel P. DiMaria, Village President  
Village of Morton Grove  
Cook County, Illinois

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24th day of July 2024.

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Eileen Scanlon Harford, Village Clerk  
Village of Morton Grove  
Cook County, Illinois