

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
TUESDAY, DECEMBER 2, 2014**

**ORIGINAL**

**1. Call to Order**

The Regular Board Meeting of Tuesday, December 2, 2014 was called to order by Mayor Edwenna Perkins at 7:01 p.m., in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153.

**2. Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers, and M. Lightford. **Absent:** Trustee R. Rivers. **There being a Quorum Present, the Meeting was called to order.**

**Staff Attendance:**

David Myers, Acting Village Manager  
Michael Jurusik, Village Attorney  
Craig Bronaugh, Fire Chief  
Valdimir Talley Jr., Chief of Police  
Elijah Willis, Deputy Chief of Police  
John West, Public Works Director  
Lanya Satchell, Finance Director  
JoAnn Murphy, Deputy Village Clerk

**3. Invocation:** Chief Valdimir Talley, Jr. gave the Invocation.

**4. Pledge of Allegiance to the Flag**

Everyone remained standing and recited the Pledge of Allegiance to the Flag of the United States of America.

**5. Oaths, Reports, Proclamations, Announcements and Appointments**

Mr. Myers announced a Joint Review Board meeting will take place on December 8, 2014 at 7:00 p.m. in the Village Council Chambers to review the 2012 Annual Tax Incremental Financing (TIF) reports. He also announced that vehicle sticker sales started on December 1, 2014, stickers need to be placed in the lower passenger side window by January 1, 2014 and failure to do so is subject to fines. He stated seniors 65 years or older can get their stickers for ½ price.

**Discussion:** Mayor Perkins, Trustee(s) Ealey-Cross and Jaycox made comments and/or raised concerns regarding the vehicle sticker sales and holiday hours. Mr. Myers noted their concerns.

**A. Mayor's Report:**

**1. Mayor's appointment to Boards and Commissions**

**a. Appointment of Sheryl Washington to the Maywood Housing Authority Commission to replace Terrence Jones.**

**Discussion:** Trustee Rogers stated that at the last Legal, License and Ordinance Committee (LLOC) meeting the issue regarding the Maywood Housing Authority (MHA) Commission make-up had been tabled to January, felt this discussion would be in conflict and the Commission left in good faith

knowing the matter was tabled. Trustee Rogers felt any discussion would erode the Board's reputation and noted a July 26, 2014 meeting in which his motion to appoint Ms. Kelly to the Commission was tabled to research the required number of commissioners. Mayor Perkins stated the request from the MHA Commission for the reduction in the make-up has yet to be decided and in the mean-time expired commissioner positions should be filled, and she has received resident complaints regarding the commissions not being filled. Trustee Jaycox confirmed the discussion of the Commission make-up was tabled and noted all Commissions are open to give recommendations to the Board. Trustee Ealey-Cross stated it is not the responsibility of the Commissioners to try to change the make-up but that of the Village Board and the MHA is under different rules than that of other commissions. Attorney Jurusik stated Housing and Urban Development (HUD) has a small role in the governing of the MHA Commission but the primary control falls within the Illinois Housing Authority Act which was amended to allow municipalities to have a 7 member commission. He stated it is mandated at 5 members and it is solely discretionary to have a 7 member commission. The Mayor directed the Acting Manager to move onto the next item of business.

**No Action Taken**

- b. Appointment of James Horn to the Maywood Housing Authority Commission to replace Lonzia Casteel.**

**This item was not discussed.**

- c. Appointment of Theresa Kelly to the Maywood Housing Authority Commission to replace Daniel Ortiz.**

**This item was not discussed.**

**B. Manager's Report:** None

**C. Finance Committee Report(s):**

- 1. Village of Maywood Bank Balance Financial Report for Period Ending August 31, 2014.**

**Discussion:** Trustee Ealey-Cross questioned the total available in the rainy day fund, what was the plan for paying back the loans taken out of it, if this fund is audited and what is currently available in the General Fund. Ms. Satchell stated the 2005 Working Capital Reserve Fund is at \$1,613,310.77 and the two loans of \$244,000.00 for the Public Works Department and \$110,000.00 for the Fire Department are due to be paid back with tax levies, with the Fire Department loan due April 1, 2015, and the Public Works Department loan due in the Fall of 2015. She also confirmed the rainy day fund is audited as part of the financial audits and the current balance in the General Fund is \$431,110.03.

**2. Village of Maywood Detailed Revenue and Expense Report for four (4) Periods Ending August 31, 2014.**

Ms. Satchell stated both the Bank Balance Financial Report and the Detailed Revenue and Expense Report included reports from August and September in the Board packets.

Per Attorney Jurusik, it is too late to amend the agenda, but to note in the minutes the items are included in the packets and up for discussion only.

**Discussion:** Trustee Rogers questioned #01-12-52400 (Contractual/Prof Services) on the August report, #01-20-52400 (Contractual/Prof Services), #01-41-54500 (Equipment Rental/Lease), and #01-56-591000 (Liability Insurance) on the September report based on percentage rate currently used on the budgeted line items. Trustee Lightford questioned #15-60-52400 (Contractual/Prof Services) on the August report. Ms. Satchell stated #01-12-52400 was due to non-budgeted payment to Azavar, #01-20-52400 is due to non-budgeted staffing in the Mayors and Board of Trustee's office, #01-41-54500 was due to radio equipment, and #01-56-591000 is taken out of the Corporate and Water Funds which when it reaches 100% the funding will come from the Water Fund and not go over budget. She also stated the Azavar and staff non-budgeted items will require a budget amendment and that #15-60-52400 will remain at 65% because that was for the swimming pool agreement which is completed.

**6. Approval of the Minutes**

**A. Approval of Monday, November 17, 2014 Regular Board Meeting Minutes.**

**MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE JAYCOX FOR THE ACCEPTANCE OF THE REGULAR BOARD MEETING MINUTES FOR NOVEMBER 17, 2014.**

**Discussion:** Trustee Ealey-Cross questioned the Acting Manager calling the meeting to order, the non-noting of Trustee Jaycox being late, and requested Attorney Jurusik's comments in writing. Mr. Myers stated after waiting for a quorum to be present, he called the meeting to order, with members voting in a President Pro Tem to chair the meeting. He also stated Trustee Jaycox was present when the meeting was called to order and Roberts Rules of Order was followed. Mayor Perkins stated she had requested the meeting be canceled because she knew she would not be present. Trustee Jaycox made note that the meeting was needed to follow the Tax Levy schedule by ordinance and a cancellation of a meeting requires the Board to be polled. Attorney Jurusik stated the minutes are crystal clear on how the meeting was conducted, members of a meeting can wait as long as they choose to wait for other members to arrive, but the minutes should read "Rescheduled Regular Board Meeting". He also stated upon request of the entire Board or the Village Manager he would provide requested items. An amended motion follows.

**MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE LIGHTFORD TO ACCEPT THE RESCHEDULED REGULAR BOARD MEETING MINUTES FROM NOVEMBER 17, 2014.**

**Discussion:** Trustee Jaycox questioned the signature line of the minutes. Clerk Mims explained the minutes are being signed by the person chairing the meeting at the time of approval.

**Ayes:** Trustee(s) A. Jaycox, M. Rogers, and M. Lightford

**Nays:** None

**Abstain:** Mayor Perkins, Trustee(s) C. Ealey-Cross and A. Dorris

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

## 7. Approval of Warrants

### A. Warrant List No. 200381 - Approval of Expenditures totaling \$334,091.00 through November 24, 2014.

Trustee Jaycox questioned check #84449 (Dempsey Staffing) seeking a better understanding of how long this service would be needed, check #84451 (Davis Tree Service) wondering if all the trees were on the parkway and check #84468 (John Rice) regarding the pavement repair. Trustee Ealey-Cross questioned check #84457 (Lexipol). Trustee Dorris questioned when a budget amendment is scheduled to be made. Regarding check #84449, Mayor Perkins responded the firm is being used when the assistant is absent and charges \$14.00 an hour as opposed to \$25.00 an hour from the other temporary service. Regarding check #84451, Mr. Myers stated the budget amendment will be brought to the Board sometime in January, the trees are in the public right-of-way and infested with ash borer. Mr. West stated trees cannot be replaced until after a period of 5 years and regarding check #84468 was for street pavement repair. Regarding check #84457, Chief Talley stated they are 50% complete for roll out on January 1, 2015 giving officers 30 days to complete the modules (February 1, 2015) and he would include updates in his monthly reports.

**MOTIONED BY TRUSTEE JAYCOX AND SECONDED BY TRUSTEE DORRIS TO APPROVE THE WARRANT LIST NO. 200381 FOR THE VILLAGE OF MAYWOOD EXPENDITURES THROUGH NOVEMBER 24, 2014 IN THE AMOUNT OF \$334,091.00.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and M. Lightford

**Nays:** None

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

## 8. Old Business:

Trustee Ealey-Cross requested an update on the 2013 audit, the PACE bus shelters, and the 200 building. Mr. Myers stated Baker-Tilley has completed the audit and he just received the packet this week, is finalizing the Manager's letter and will be meeting with staff so the report can be brought to the Board in January. He also stated PACE has completed only one shelter with others needing concrete to be poured and pavers to be removed and due to the weather, will not be completing the shelters until the concrete can be poured. Mr. Myers stated the 200 building is about 95% complete with the front vestibule and some items on the second floor needing completion. Mr. West stated the first floor may be completed within a week, the urinals on the second floor need to be installed, the structural problems still need to be addressed with the water pocket still present, and he has concerns with the heat system stating sometimes it is heating the second floor and sometimes not.

## 9. Consideration to Approve Omnibus Agenda

Attorney Jurusik informed the Board that the Attorney General's office issued an opinion that Omnibus Agendas cannot just be voted up anymore but each item has to be read by the movent so the public knows what is being voted on. He advised the Board that this is not the law or a court decision but their opinions have a lot of weight and suggests the Board start reading the Omnibus Agenda items which provides more transparency to the public on what is being voted on. Trustee Ealey-Cross requested Items A and B be pulled from the Omnibus Agenda.

- A. MOTIONED BY TRUSTEE JAYCOX AND SECONDED BY TRUSTEE DORRIS TO APPROVE THE OMNIBUS AGENDA ITEMS: C. Consideration to approve payment to Wigit's Truck Service for vehicle repairs to Unit #246 in the amount of \$5,280.04, D. Consideration to approve payment to Seaway Supply Company located at 15 N. 9<sup>th</sup> Avenue for reimbursement payment for completed Façade Project in the amount of \$26,100.00, and E. Consideration to approve payment in a Global Settlement Agreement and Mutual Release, in the amount of \$75,000.00, in the Sharp v Village of Maywood case, Case No. 2010 L 4176.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and M. Lightford

**Nays:** None

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

- B. Item A – Consideration to approve payment to FGM Architects for professional services with Project #13-1659.02 Maywood Fire Station No. 1 renovation in the amount of \$8,260.00.**

**MOTIONED BY TRUSTEE JAYCOX AND SECONDED BY TRUSTEE LIGHTFORD FOR CONSIDERATION TO APPROVE PAYMENT TO FGM ARCHITECTS FOR PROFESSIONAL SERVICES WITH PROJECT #13-1659.02 MAYWOOD FIRE STATION NO. 1 RENOVATION IN THE AMOUNT OF \$8,260.00.**

**Discussion:** Trustee Ealey-Cross questioned the estimated time of completion. Chief Bronaugh stated due to a delay in the delivery of the bricks the completion date will be in March.

**Ayes:** Mayor Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers, and M. Lightford

**Nays:** None

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

- C. Item B - Consideration to approve payment to Heitzman Architects for professional services pursuant to the Maywood Home for Soldiers Widows Porch Remodeling in the amount of \$5,250.00.**

**MOTIONED BY TRUSTEE JAYCOX AND SECONDED BY TRUSTEE DORRIS FOR CONSIDERATION TO APPROVE THE PAYMENT TO HEITZMAN ARCHITECTS FOR PROFESSIONAL SERVICES PURSUANT TO THE MAYWOOD HOME FOR SOLDIERS WIDOWS PORCH REMODELING IN THE AMOUNT OF \$5,250.00.**

**Discussion:** Trustee Ealey-Cross questioned the estimated time of completion. Mr. Myers stated all structural repairs will be completed by the end of this month but that painting will be done in the spring. Trustee Rogers sought clarification that this item was for the architect and not the contractor. Mr. Myers confirmed his statement.

**Ayes:** Mayor Perkins, Trustee(s) A. Jaycox, A. Dorris, M. Rogers and M. Lightford.

**Nays:** Trustee C. Ealey-Cross

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

**10. New Business:****A. Discussion for consideration to purchase (2) public works trucks for snow plowing.**

Mr. Myers stated this item was brought before the Board at the last meeting to be put on the omnibus agenda for approval but unfortunately it did not make the agenda. Attorney Jurusik stated a resolution will need to be passed authorizing the draw down from the reserve fund and an ordinance amending the Fiscal Policy extending the repayment schedule. He stated he can have these prepared for a special meeting next week as soon as he is advised of the repayment schedule.

**Discussion:** Trustee Ealey-Cross requested the overall cost of repairs to the Public Works fleet and asked if the Village has an independent mechanic look at the vehicles. Mr. West referred to an invoice of an engine repair at the cost of about \$10,172.76, stating the invoice is a typical and an ongoing repair job due to the vehicles being “lemons” from the manufacturer, noting other invoices showing regular repairs required and pointing out these repairs are costing the Village far more money than replacing them. He noted this Board has bought 7 vehicles for his department which is an example of how bad the fleet is if he is still coming back for additional vehicles, and yes, he utilizes independent mechanics when vehicles don’t come with a 5 year warranty but stated this is the first time he is seeking to buy refurbished vehicles.

**Additional Discussion:** Attorney Jurusik stated he needed clarification on warranties because it changes the pricing and advised the Board that if a repayment plan is not approved it defaults to a 6 month plan that could put the Village in a tight situation. He stated in the past the Village has agreed to 18 or 24 months repayment terms (to the Reserve Fund). Mr. Myers agreed to put in an “up to” and “not to exceed” for the Board to decide on figures. Trustee Ealey-Cross sought clarification on the warranty. Mr. West stated there is a 90 day warranty that comes with the purchase and the \$2850.00 cost is pretty much a bumper-to-bumper warranty with some exclusions.

**MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE LIGHTFORD THAT A SPECIAL MEETING BE CONDUCTED FOR CONSIDERATION OF THE SALT PURCHASE AS WELL AS THE TRUCK PURCHASES ON THE AGENDA FOR DECEMBER 10, 2014 PRIOR TO OUR LLOC MEETING AT 7:00 P.M.**

**Discussion:** None

**Ayes:** Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and M. Lightford.

**Nays:** Mayor Perkins

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

**NOTE:** The above additional discussion and motion occurred after Item 10D.

**B. Vacant Lot**

Mayor Perkins brought up a situation on a vacant lot on Wilcox between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue that needed immediate attention. She stated the Environmental Protection Agency (EPA) notified her requiring the lot be cleaned up within two weeks. She stated Roy Strom, Melrose Park, and a company in Indiana could assist in the matter.

**Discussion:** Mr. Myers stated he would speak with her after the meeting for more information to handle the matter.

**C. Salt Purchase**

Mr. West informed the Board of the need to approve a payment for salt purchase as soon as possible. He stated the Board previously approved \$115.00 per ton but with recent weather events around the country, salt prices have risen with various vendors to \$138.00 per ton. Mr. West stated he will continue to seek out a vendor that can meet our pricing needs but the Village needed salt before the weather took a turn and has taken delivery of a partial order. He stated salt companies require cash on delivery (COD) but that he was able to negotiate a 20 day invoice.

**Discussion:** Trustee Lightford questioned how many tons of salt are needed. Mr. West stated he committed to Chicago Bulk Salt for 1100 tons and has taken delivery of 700 tons. Attorney Jurusik suggested a special Board meeting on December 10, 2014 to approve the payments. Trustee Dorris requested adding the items regarding the purchase of the trucks to any special meeting. Attorney Jurusik reminded the Board he would need to be advised of the repayment schedule in order to prepare the documents needed.

**NOTE:** Please refer to the Motion under Item 10A for additional information.

**D. 2012 and 2013 Tax Incremental Finance (TIF) Reports**

Trustee Ealey-Cross stated she received a letter dated November 5, 2014 from the Comptroller's Office regarding the need to file all three TIF District reports for the years 2012 and 2013 within 10 days and requested an update as to the status of the reports and questioned if the letter had been responded to.

**Discussion:** Mr. Myers, Attorney Jurusik and Ms. Satchell all responded to her concerns indicating the letter had been responded to, the 2012 Annual TIF Report was filed and that Ms. Satchell will confirm whether or not the 2013 Annual TIF Report had been filed. Mr. Myers stated he would send a letter to the Board clarifying the status of the reports.

**11. Public Comments**

**Comments from the Public** – Comments were made by the following individuals: L. Robinson, L. Redmond, and G. Clay. Comments are available upon request in the Clerk's Office.

**Response to Public Comments** – Mr. Myers and Attorney Jurusik responded to Public Comments. Comments are available upon request in the Clerk's Office.

**12. Executive Session:**

**MOTIONED BY TRUSTEE JAYCOX AND SECONDED BY TRUSTEE DORRIS TO RECESS TO EXECUTIVE SESSION AT 9:45 P.M. FOR THE PURPOSE OF DISCUSSING:**

- Appointment, Employment, Compensation and Performance of Village Employees / Village Manager Candidate(s).

**Discussion:** None

**Ayes:** Mayor Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and M. Lightford

**Nays:** None

**Abstain:** None

**Absent:** Trustee R. Rivers

**MOTION CARRIES**

**REGULAR BOARD MEETING RECONVENED:**

**Call to Order**

The Regular Board Meeting of Tuesday, December 2, 2014 was called to order by Mayor Edwenna Perkins at 10:38 p.m., in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153.

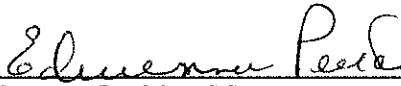
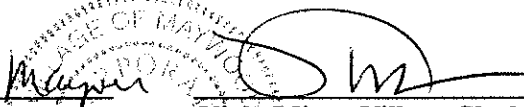
**Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers, and M. Lightford. **Absent:** Trustee R. Rivers. **There being a Quorum Present, the Meeting was called to order.**

**ADJOURNMENT:**

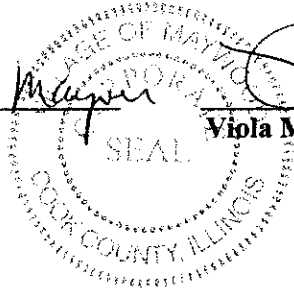
Mayor Edwenna Perkins and the Board of Trustees adjourned the December 2, 2014, Regular Board Meeting with a Motion by Trustee Rogers and a Second by Trustee Dorris 10:39 p.m. in the Village of Maywood Council Chambers.

**The vote was affirmed unanimously by the Board of Trustees at 10:39 p.m.**


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**Edwenna Perkins, Mayor**
**Viola Mims, Village Clerk**



Cc: Mayor Edwenna Perkins  
 Board of Trustees  
 Village Clerk, Viola Mims  
 Acting Village Manager, David Myers