

VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, NOVEMBER 7, 2017

 ORIGINAL

1. Call to Order

The Regular Board Meeting of Tuesday, November 7, 2017 was called to order by Mayor Edwenna Perkins at 7:01 p.m. in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

2. Roll Call

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers. **Absent:** None. **There being a Quorum Present, the meeting was convened.**

Staff Attendance:

Willie Norfleet Jr., Village Manager
David Myers, Assistant Village Manager
Lanya Satchell, Finance Director
Craig Bronaugh Jr., Fire Chief
Valdimir Talley Jr., Police Chief
John West, Public Works Director
Joshua Koonce, Planning/Zoning Officer
Michael Jurusik, Village Attorney
William Peterhansen, Village Engineer

3. Invocation

Ms. Loretta Robinson 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. Approval of minutes for the Village Board of Trustees Regular Board Meeting Tuesday, October 17, 2017.

Motioned by Trustee Rivers and Seconded by Trustee Lightford to approve the minutes for the Village Board of Trustees Regular Board Meeting of Tuesday, October 17, 2017.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

Motion Carries

6. Oaths, Reports, Proclamations, Announcements and Appointments

- Trustee Brandon gave an update on the Maywood Movie Day for seniors to be held on November 9th at 2:00 p.m. with 100 participants providing their own transportation (no bus required) and made other announcements of public interest.
- Trustee Rivers extended a "Welcome Back" to Trustee Lightford for his return
- Trustee Sanchez announced a Toy Drive for Kids in the community beginning November 15, 2017 at Mariellas. Donations are welcome

A. Finance Management Report(s)

- 1. Approval of Village of Maywood Warrant List No. 200440 through November 1, 2017 in the amount of \$164,586.00.**

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to approve Warrant List No. 200440 through November 1, 2017 in the amount of \$164,586.00.

Discussion: Trustee Sanchez raised concerns regarding checks for police body armor. Chief Talley responded the body armor is for officers who were out on sick leave.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

2. Discussion and consideration in preparation of the 2017 Tax Levy to adequately fund the Fiscal Year 2019 (May 1, 2018 – April 30, 2019) Operating Budget appropriated by the Corporate Fund.

Ms. Satchell gave a summary on recommendations to increase the Property Tax Levy by 5%.

Discussion: Trustee Rivers questioned the status of the Rainy Day Fund. Ms. Satchell responded the fund is fully replenished. Trustee Brandon asked for the amount in the fund. Ms. Satchell responded slightly over \$2 million. Mayor Perkins recommended a 3% Tax Levy. Trustee Rivers raised concerns regarding Village emergencies. Trustee Brandon raised concern regarding the strain of a 5% increase on the residents. Trustee(s) Sanchez and Wellington sought clarity. Ms. Satchell made clarifications. Mr. Norfleet commented that setting the tax levy from 0 to 5% is the Board's call which is prior to the budgeting process. Attorney Jurusik gave a summary of the process to initiate the Tax Levy.

Motioned by Trustee Brandon and Seconded by Trustee Wellington to increase the Tax Levy by 3%.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez and K. Wellington

Nays: Trustee R. Rivers

Abstain: Trustee M. Lightford

Absent: None

Motion Carries

B. Mayor's Report and Theme: "A shift is coming; things are changing in our favor when the people get a mind to work."

1. Discussion by Tywana Rand, Environmental/Beautification Commission member concerning the Village of Maywood Christmas Tree Event. No attachments. This item was discussed after Item 6.

Ms. Rand gave an update on the proposed celebration of Christmas tree lighting at the Metra Station to be held on Friday, December 1, 2017, 4:00 p.m. to 5:30 p.m. Ms. Rand is seeking Board approval for a request of an additional \$1000 for lighting of the side trees and ground level bushes which will provide a panoramic view.

Motioned by Trustee Yarbrough and Seconded by Trustee Brandon to approve the additional \$1000.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

Motion Carries

Mayor's request regarding information on 415 Roosevelt Road

A resident, Katherine Sorenson, gave a presentation regarding ownership of the property located at 415 Roosevelt Road.

Discussion: Mayor Perkins, Trustee(s) Rivers and Yarbrough raised concerns. Ms. Sorenson responded to their concerns. Mr. Norfleet stated the Village Attorney is already in the process to acquire the property. Attorney Jurusik commented the Village does not own the property and the Village is trying to obtain the property via a tax deed procedure.

C. Manager's Report(s)

- Mr. Myers gave a report regarding the employee Holiday Luncheon on Friday, December 8, 2017 from 3:00 p.m. to 6:00 p.m. at Mariella's Banquet Hall and is seeking Board approval to close Village Hall during this time.
- Mr. Myers reported to the new recycling bins distributed to Village residents during the week of October 29th.
- Mr. Myers mentioned a first time homebuyer's work shop to be held on Saturday, November 11, 2017 at 10:00 a.m. at the 200 Multi-purpose Building sponsored by US Bank and Monroe Foundation.

1. Discussion and consideration regarding Illinois Transportation Enhancement Program (ITEP) Grant Application pursuant to the Prairie Path Enhancements – West Village Limits to 5th Avenue in the Village of Maywood.

Engineer Peterhansen reported the program has \$40 million dollars available with \$2 million dollars allotted for each project in Illinois. The project would include installation of pedestrian lighting on the path and the breakdown of funding would be federal funding at 80% and the Village match at 20%. Additional eligible elements include: enhanced crosswalks, pathway signage, benches and bicycle racks and landscaping. Several exceptions include Right-of-Way acquisition, easements, and street lighting that would receive 50% federal funding with 50% local matching fund required. The project would cost just under a \$1 million and the Village match would be \$149,000 which is Madison TIF eligible, but \$48,000 would have to come from the Corporate Fund. However, the area between 5th and 9th is not eligible through the Madison TIF. The Grant Application deadline is December 1st and requires a Resolution with approval at the November 21st meeting for a projected 2020 start date.

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to move forward with the Grant Application and direct staff to work the engineer.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

Motion Carries

2. Presentation by Tom Kus, Historic Preservation Commission regarding Landmark Nomination at 1001 North 2nd, Maywood, IL one of the Village most prominent Prairie Homes. No attachments.

Mr. Kus mentioned the Commission held a Public Hearing and voted to nominate the property which would be the 24th Landmark property in the Village. Mr. Kus stated the property would remain on the tax roll but the property taxes would be frozen for a period of eight (8) years.

Information Only

3. Discussion and consideration concerning KaleidoServe's programming to facilitate a Spring Break Day Camp for Second through Fifth Grade. They are requesting to utilize the gymnasium in the Multipurpose building (200 S. 5th Ave., Maywood, IL) from April 2, 2018 to April 6, 2018 Monday through Friday from 10 a.m. to 3 p.m.

Jeffrey Harris and Lauren Maniaci of Kaleidoserve are seeking a location to provide activities for the 2nd and 5th Grade student during this time frame.

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve this item.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: Trustee A. Sanchez (temporarily left the meeting)

Motion Carries

4. Kirsch Land Surveying, LLC proposal, dated October 23, 2017, regarding a Plat of Subdivision for the NW Corner of 9th Avenue and St. Charles Road (\$4,000).

Mr. Myers mentioned the item is under \$5000 and can be approved by the manager. The request is to create a Plat of Survey that will subdivide the land to give the Village access to the water tower. The request will require an Ordinance with Board approval.

Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to approve the survey with payment from the St. Charles TIF Escrow No. 6.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

Motion Carries

5. Letter from Mayor Perkins to Cook County Land Bank, dated October 25, 2017 regarding Purchase Offer for Repossessed Property in Maywood.

Mr. Norfleet summarized the letter to the Land Bank indicates that a particular buyer receives all of their properties. This will give the buyer first rights to the properties. The item is on the agenda to notify the Board of the existence of the letter.

Discussion: Trustee(s) Lightford, Rivers, Brandon, Wellington and Yarbrough were in agreement that the matter was previously discussed and the letter should not have been sent without Board approval. Mayor Perkins responded to their concerns. Attorney Jurusik suggested a retraction letter.

Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to direct staff to send a retraction letter to the Cook County Land Bank withdrawing the Letter of Recommendation on behalf of the Village Board.

Discussion: None

Ayes: Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carries

6. A Resolution Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund (IMRF Form 6.64), with a cover memo dated November 1, 2017 from Klein, Thorpe and Jenkins, Ltd.

Motioned by Trustee Rivers and Seconded by Trustee Lightford to forward a Resolution relating to participation by Elected Officials (the Mayor, the Trustees and the Clerk) to include in the Illinois Municipal Retirement Fund (IMRF Form 6.64) to IMRF.

Discussion: Mayor Perkins sought clarity. Attorney Jurusik responded the Village needs to determine whether elected positions of the President, the Clerk and the Trustees involve the performance of municipal duties for 1,000 hours or more per year in order to be "Qualifying Positions" under the IMRF.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

Motion Carries

7. Presentation by Village Manager, Willie Norfleet concerning Village of Maywood Water Status Report.

Mr. Norfleet gave a PowerPoint presentation on the breaks and repairs throughout the Village. The water lost during the first five months of this current fiscal year has dropped immensely because of the various improvements provided by the Public Works Department and the Water Collection Division. The Public Works Department has fixed leaking hydrants and water main breaks. The water collection made stronger efforts to read meters rather than provide estimated billing and collect outstanding revenues. The water lost has reduced by an estimation of 10 million cubic feet of water compared to last year. This decrease in water lost represents an estimate of \$350,000 not being charged by the City of Chicago.

Information Only

8. Discussion of the Thanksgiving Gift Card Program.

Mr. Myers gave an update on the agreed amount of \$5000 for gift cards for distribution through eight (8) local pantries. The following are the participants with the number of gift cards they will receive: First Christian Church (60), Rock of Ages (70), First Baptist Church (60), St. Eulalia Church (60), Second Baptist Church (60), Miracle Revival Church (60), PLCCA (70) and Canaan AME Church (60). Mr. Myers is requesting trustee participation to pass the gift cards out via the Mayor's Office. Ms. Satchell reported the gift cards are already in the possession of the Village and each represented pantry will sign for the cards they pick up.

Motioned by Trustee Wellington and Seconded by Trustee Lightford to approve the \$5000 Gift Cards.

Discussion: Mayor Perkins mentioned the amount of the gift card should be larger.

Ayes: Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carries

9. Approval of Trustee Isiah Brandon to attend the National League of Cities Conferences as a Third Conference in November 2017.

Attorney Jurusik recommended approving the item as usual and he will bring back additional information to a future meeting for further discussion.

Motioned by Trustee Yarbrough and Seconded by Trustee Wellington to approve this item.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon and K. Wellington

Nays: Trustee(s) A. Sanchez, M. Lightford and R. Rivers

Abstain: None

Absent: None

Motion Carries

D. Village Attorney's Report(s)

1. Status of Enforcement Proceedings for Tobacco Establishments – Sam's Quick Stop and Falcon Fuel, with a cover memo dated October 25, 2017 from Klein, Thorpe and Jenkins, Ltd.

Attorney Jurusik gave an update on two (2) violations in late 2016. The business is already under a voluntary suspension effective November 15, 2017. If the business violates the Village Code during their suspension, its business and tobacco licenses would be revoked. Attorney Jurusik gave an update on Falcon Fuel who is under new ownership since January 2017. The business has only offered to pay a \$10,000 (10 monthly payments) fine in lieu of suspension for a liable plead in June 2017 for selling individual cigarettes. It is recommended to set a hearing in the near future.

Discussion: Trustee Rivers sought clarity on new ownership regarding the accumulation of violations starting over. Attorney Jurusik responded the most practical way to handle the situation is to put orders in place that it cannot be a front or a façade for the old ownership. Mr. Myers suggested the use of the Mayor's power to revoke licenses for businesses that have gone through the process of a hearing and found liable. Attorney Jurusik responded that there is a Village Code that allows revoking a license on the site under Chronic Nuisance. Mr. Myers mentioned the Grandfather Clause and restated if a business is found liable through the process, revoking the license is a direct effort especially if it's within 500 feet of a school, a daycare center or a church, etc. Attorney Jurusik will bring the code back for review by the Board.

Information Only

7. Omnibus Agenda

A. Motioned by Trustee Sanchez and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – N with the exception of Item E.

Discussion: Mr. Norfleet stated that Items F and N are being deleted from the Omnibus Agenda.

A. Approval of payment to AA Rental for tents, chairs, tables and portable bathrooms for the Maywood Summer Festival during the dates of September 15, 2017 through September 17, 2017 in the amount of \$6,544.60. **B.** Approval of payment to Allied Waste Service for garbage pick-up services for the month of September 2017 in the Village of Maywood for the total amount of \$141,750.00. **C.** Approval of payment to City of Chicago Department of Water for water services from August 16, 2017 through September 18, 2017 provided by the City of Chicago in the amount of \$325,683.60. **D.** Approval of payment to Core and Main for the purchase of water and sewer supplies for the Village of Maywood Public Works Department in the amount of \$24,033.00 with Bid Waiver. **G.** Approval of payment to Hackie Cement Corporation for sewer collapse repairs at 1221 South 17th Avenue, Maywood, IL for the Public Works Department in the amount of \$13,995.00 with Bid Waiver. **H.** Approval of payment to Roy Strom Company for motor grader and operator for the Village of Maywood Public Works Department in the amount of \$9,880.00. **I.** Approval of payment to TRF Environmental, Inc. for removal of asbestos from five (5) properties in the Village of Maywood in the amount of \$8,900.00. **J.** Approval of payment to Unique Plumbing Company for emergency sewer repair for the Village of Maywood Public Works Department in the amount of \$42,917.20 with Bid Waiver. **K.** Approval of payment to Utility Service Company for TANK-Quarterly 500,000 Pedisphere St. Charles Road for the Village of Maywood in the amount of \$6,707.18. **L.** Approval of payment to Wigit's Truck Service for vehicle maintenance, repairs, parts and service for the Village of Maywood Public Works Department in the amount of \$14,299.55 with Bid Waiver. **M.** Approval of payment to Scot Decal Company, Inc. for the 2018 Vehicle Stickers and Business License Decals for the Village of Maywood in the amount of \$8,436.25.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers
Nays: None
Abstain: None
Absent: None
Motion Carries

Item E

Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$12,416.52.

Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to approve payment to Fleet Services for retail fuel purchases for the Village of Maywood in the amount of \$12,416.52.

Discussion: Mayor Perkins mentioned the total bill for the vendor is \$40,000 and is not in agreement of the amount to be paid for the services provided to the Village over the years. Mr. West responded that the amount is for the card not the vendor. The vendor is paid through card.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers
Nays: None
Abstain: None
Absent: None
Motion Carries

8. New Business:

- A. A Statement for Legal Services for September 2017 Pertaining to General Motors, in the amount of \$9,411.00, with a cover memo dated November 1, 2017 from Klein, Thorpe and Jenkins, Ltd.**

Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to approve this item.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers
Nays: None
Abstain: None
Absent: None
Motion Carries

- B. A Statement for Legal Services for September 2017 Pertaining to 911 Dispatch Consolidation, Water Fund Matters, Economic Redevelopment Matters, Employment and Labor Matters, and Litigation Matters, in the total amount of \$33,953.03, with a cover memo dated November 1, 2017 from Klein, Thorpe and Jenkins, Ltd.**

Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to approve this item.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington, M. Lightford and R. Rivers
Nays: None
Abstain: None
Absent: None
Motion Carries

Additional Items

Trustee Brandon concerns -

- Is the BOT allowed to give direction on the placement of Christmas Decorations
- Requesting updates on a new hire to oversee the 200 Building and the 1100 Building, the Bundle Program, the Façade Grant and the empty store fronts along 5th Avenue
- The expiration date of the current cleaning company for Village property

9. Old Business – None

10. Public Comment:

Comments from the Public – Comments were made by the following individuals: K. Sorenson, R. Jones, L. Robinson, D. Felston and V. Talley, M. Rogers.

Response to Public Comments – Mr. Norfleet responded to public comments.

There was a consensus by the Board to allow Mr. Jones (resident) to go before the Water Review Commission to further discuss his concerns.

12. Closed Session - Cancelled

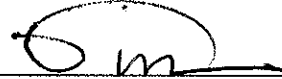
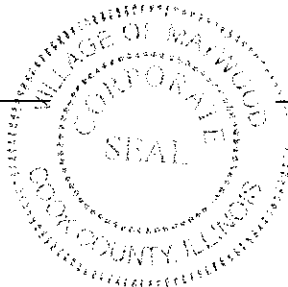
Adjournment

Mayor Perkins and the Board of Trustees adjourned the November 7, 2017, Regular Board Meeting with a Motion by Trustee Brandon and a Second by Trustee Sanchez at 11:39 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 11:39 p.m.



Edwenna Perkins, Mayor



Viola Mims, Village Clerk

Cc: Mayor Perkins
Board of Trustees
Village Clerk, Viola Mims
Village Manager, Willie Norfleet, Jr.