

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, MARCH 20, 2018**

1. Call to Order

The Regular Board Meeting of Tuesday, March 20, 2018 was called to order by Mayor Edwenna Perkins at 7:05 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 (7:07 p.m.). **Absent:** None. **There being a Quorum Present, the meeting was convened.**

Staff Attendance:

Willie Norfleet Jr., Village Manager
David Myers, Director of Community Development
Joshua Koonce, Planning/Zoning Officer
Lanya Satchell, Finance Director
Valdimir Talley Jr., Chief of Police
John West, Public Works Director
Michael Marrs, Village Attorney
Bill Peterhansen, Village Engineer
Angela Smith, Coordinator of Business Development

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, March 6, 2018.

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, March 6, 2018.

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

A Public Hearing for National Cycle Inc. Redevelopment Agreement and Sales of Certain Village-owned Property.

Motioned by Trustee Brandon and seconded by Trustee Sanchez to recess into the Public Hearing at 7:19 p.m.

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

There being a Quorum Present, the Public Hearing was called to order.

• Acknowledgement of the Public Notice in a Local Newspaper.

Clerk Mims read the Notice of Public Hearing regarding a proposed Redevelopment Agreement from National Cycle, Inc.

- **Presentation by Developer (National Cycle, Inc.)**

A brief summary was given on the benefit of the proposal and a request for Board approval.

- **Overview of the Redevelopment Terms by Village Attorney - None**

- **Comments and Recommendation by Village Staff**

Ms. Smith gave a brief summary on the proposed project and made comments and recommendations.

- **Questions and Discussion by Village Board Members**

Trustee Rivers raised concerns regarding the retention ponds release of excess water. Mr. Peterhansen explained the retention pond is designed to release excess water at a slow pace.

- **Questions and Comments by Public – None**

- **Final Statement by Developer**

Mr. Willey explained the water from the retention pond is an offset for the National Cycle building.

- **Discussion of Alternate Development Proposals for the Property Submitted by other Interest Parties, if any. – None**

- **Recommendation by Village Board Members**

Motioned by Trustee Brandon and seconded by Trustee Yarbrough to move forward with the Agreement.

Discussion: Attorney Marrs sought clarifications on start and completion dates. Mr. Willey responded the start date will be September 1, 2018 and completion date would be February 1, 2019.

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

Close Public Hearing

Motioned by Trustee Brandon and seconded by Trustee Sanchez to close the Public Hearing at 7:43 p.m.

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

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to reconvene back into the RBM of March 20, 2018.

Discussion: None

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

Nays: None

Abstain: None

Absent: None

Motion Carries

6. Oaths, Reports, Proclamations, Announcements and Appointments

- Mayor Perkins thanked the Board for their participation at the IML Conference in Washington DC
- Trustee Sanchez announced the opening of a new restaurant in the Village of Maywood, Magallanes Tacos at 620 S. 5th Avenue and other announcements of public interest
- Trustee Brandon made announcements of public interest

A. Finance Management Report(s):

1. Approval of Village of Maywood Warrant List No. 200448 through March 15, 2018 in the total amount of \$563,454.65.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve Warrant List No. 200448 through March 15, 2018 in the amount of \$563,454.65.

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. Village of Maywood Finance Department Detailed FY 2019 Detailed Budget Report.

Ms. Satchell gave a PowerPoint presentation regarding Village and departmental revenues and expenses.

Discussion: Trustee(s) Brandon, Sanchez, Rivers, Lightford, Wellington and Mayor Perkins raised concerns, made comments and sought clarifications. Mr. Norfleet, Chief Talley, Mr. West, Angela Smith and/or Ms. Satchell made comments and/or clarifications.

No Action Required

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. Continual discussion concerning D-Erania Stampley, Jazz Desires Corporation, a non-for-profit organization to support the upcoming West Suburban Jazz Trolley Tour requesting an approval of a \$3,500.00 donation from the Village of Maywood. This item was presented at the March 6, 2018 Board Meeting.

Discussion: Trustee Brandon mentioned that this item should be on the agenda of the first meeting in April for discussion which was confirmed by Trustee Wellington via the previously approved minutes.

7. Public Comments:

Comments from the Public – Comments were made by the following individuals: J. Odere, T. Rand, E. Alexander, J. Wilson, C. Christian, L. Robinson and L. Abunaw.

Response to Public Comments – Mr. Norfleet, Mr. West and Trustee Brandon. Comments are available upon request in the Clerk's Office.

8. Village Manager's Report:

- A. Discussion and approval regarding Weaver Consultant Group to provide a Phase I and Phase II. Environmental Report for the Village Owned property located at 1001 West St. Charles, Maywood, IL 60153. **Angela Smith, Coordinator of Business Development Motion to accept proposal and approve expenditure from St. Charles TIF – Escrow No. 6 in the amount of \$18,000.00 for environmental site preparation.**

Ms. Smith summarized the proposal requested by the Board and Mr. Norfleet for environmental assessments.

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to approve the expenditure for \$18,000 from the St. Charles TIF.

Discussion: None

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

Nays: None

Abstain: None

Absent: None

Motion Carries

- B. Presentation from SMC Management regarding a formal Letter of Intent for purchase of Village-owned site located at 1001 West St. Charles, Maywood, IL 60153. SMC Management is a domestic shipping company interested in purchasing the site as a second transportation facility servicing the West and Northwest suburbs.

Ms. Smith gave background on the previously approved RDA (2016). Mr. Apa explained the delay in the original request was due to handling the sell of his location in Harvey.

Discussion: Trustee(s) Brandon and Rivers sought clarifications. Mr. Apa responded to their concerns.
No Action Required

- C. Discussion and approval concerning Danka Basketball League to adjust rental rate from \$40.00 per hour to \$20.00 per hour. This item was discussed at one of the previous Village Meeting.

Discussion: Trustee Brandon raised concerns for overtime charges and the presence of Village staff being on location. Mr. Norfleet responded the request is to lower the prices by half to \$20 (after 8 p.m. – Monday through Friday) and to waive the charge for use on Saturdays from 1:00 to 8:00 p.m. Trustee Sanchez asked how time is currently being monitored. Mr. Norfleet responded recently he has been notified, but the door is left open and we are walking away. Mr. Norfleet stated a Village facility should not be open without Village supervision for liability reasons. Chief Talley mentioned the enforcement of curfew for after hours.

Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to accept the recommendation of the rental fee from \$40 to \$20 per hour.

Discussion: Trustee Wellington sought clarity on the purpose of the charge. Mr. Norfleet clarified the \$20 per hour will be the rental fee.

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

Nays: Trustee K. Wellington

Abstain: None

Absent: None

Motion Carries

9. Village Attorney’s Report:

- A. Ordinance approving and authorizing the execution of a Redevelopment Agreement between the Village of Maywood and National Cycle, Inc., with a cover memo dated March 14, 2018 from Klein, Thorpe and Jenkins, Ltd. and its enclosure:

- Agenda for a TIF Public Hearing on a Proposed Redevelopment Agreement between the Village of Maywood and National Cycle, Inc.
- Notice of Public Hearing to consider a Proposed Redevelopment Agreement between the Village of Maywood and National Cycle, Inc.
- Redevelopment Agreement between the Village of Maywood and National Cycle, Inc.

Motioned by Trustee Rivers and Seconded by Trustee Lightford to approve an Ordinance approving and authorizing the execution of a Redevelopment Agreement between the Village of Maywood and National Cycle, Inc.

Discussion: None

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

Nays: None

Abstain: None

Absent: None

Motion Carries

10. Omnibus Agenda Items:

- A. **Motioned by Trustee Wellington and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – P.**

A. Ordinance authorizing certain Amendments to the Fiscal Year 2017/2018 (May 1, 2017 through April 30, 2018) village of Maywood Budget (Amendment No. 1). B. Ordinance authorizing certain expenditures from the Madison Street / 5th Avenue Tax Increment Financing Redevelopment Project Area fund to pay for the 40 Madison Street Sanitary Sewer and Public Drive Improvements Project and Award of contract to low bidder Unique Plumbing Co. Inc. (Project: Replacement Of A Collapsed Sanitary Sewer Service Line And Installation Of Structural Concrete Pavement On The South End Of The West Access Driveway, The Public Driveway That Serves The Village Hall And/ Public Works Garage, And Related ADA Accessible Pedestrian Crossings, Landscape Restoration, Sidewalk, Curb And Gutter Replacement And Pavement Markings) (Contract Price: Not to Exceed \$330,993.50).

C. Ordinance authorizing certain expenditures from the Madison Street / 5th Avenue Tax Increment Financing Redevelopment Project Area Fund to pay for the televising and cleaning of Certain Sewers and Aware of contract to low bidder National Power Rodding Corporation. (Project: Televising and Cleaning of Certain Sewers as part of 2018 Alley and Roadway Improvements Project, 20th Avenue and Warren Street CDBG Improvements Project, and Madison Street LAFO Resurfacing Project). D. Resolution approving the filing of an application by the Village of Maywood for a project to be funded under the Community Development Block Grant Program for the 2018 Community Development Block Grant Program Year (2nd Avenue and Washington Boulevard Road Improvement Project: 2nd Avenue From School Street to Washington Boulevard and Washington Boulevard from 2nd Avenue to 1st Avenue). E. Resolution approving and authorizing certain eligible expenditures of Section 1505 Funds (money generated from seized and forfeited personal property and real property in compliance with the Illinois Drug Asset Forfeiture Procedure Act) for the purchase of a vehicle for use by the Maywood Police Department for Law Enforcement purposes (Not to Exceed \$7,000.00 for Payment of a Title Loan Lien on Seized Motor Vehicle For Maywood Police Department Use). F. Ordinance Authorizing the Disposal of Surplus Personal Property owned by the Village of Maywood (Maywood Fire Department 2002 Ford E-450 Ambulance). G. Ordinance Authorizing certain Expenditures from the Madison Street / 5th Avenue Tax Increment Financing Redevelopment Project Area fund to pay for replacement of 40 Madison Public Works overhead garage doors at the 40 Madison Public Garage (House of Doors, Inc.: Not to Exceed Price of \$21,594.00). H. Resolution approving the Settlement Agreement and General Release in the State Farm v. Maywood, et al. Litigation. I. Approval of payment to Amalgamated Bank of Chicago for the Village of Melrose Park Series 1998A Bond due for April 2018 in the amount of \$38,409.75. J. Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of March 2018 in the amount of \$282,719.96. K. Approval of payment to Allied Waste Service for garbage pick-up and roll services for the month of February 2018 in the Village of Maywood in the amount of \$158,120.13. L. Approval of payment to Illinois Environmental Protection Agency (I.E.P.A.) for Water Revolving Fund - Drinking Water Project for the Village of Maywood in the amount of \$27,106.89. M. Approval of payment to Illinois Council of Police & Sheriffs for Health and Dental Insurance Premiums for the month of April 2018 in the amount of \$86,617.39. N. Approval of payment to Unique Plumbing Company for repair of Water Main Breaks for the Village of Maywood Public Works Department in the amount of \$71,468.38 with bid waiver. O. Approval of payment to Utility Service Company for 500,000 Pedisphere St. Charles Road TANK - Quarterly for the Village of Maywood Public Works Department in the amount of \$6,707.18. P. Approval of payment to Village of Melrose Park for water services provided from the Village of Melrose Park to the Village of Maywood in the amount of \$58,262.23.

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

11. New Business – None

12. Old Business:

- A. Resolution approving a Plat of Re-subdivision for property located at 901 St. Charles Road, Maywood, Illinois (Maywood Business Center Unit 3), with a cover memo dated March 14, 2018 from Klein, Thorpe and Jenkins, Ltd.

Motioned by Trustee Brandon and Seconded by Trustee Rivers to approve.

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. Ordinance approving Certain Variations for the development of a Mixed Use Building and Related Parking located at 800-820 South 5th Avenue, Maywood, Illinois (Interfaith Housing Development Corporation of Chicago).

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve.

Discussion: Trustee Rivers questioned the clearance from code regarding the solar panels. Mr. Koonce responded that Section 12L2 reflects a sloped roof for panels and are not to exceed 5 feet above the roof on a flat roof. The structure will be a flat roof building and the variance is seeking approval to allow for the height to extend to 12 feet for the solar panels for water and heat, not electricity. Trustee Yarbrough questioned approval for parking. Mr. Koonce responded a lot across the street from the building has 23 spaces, the project location will have 18 onsite parking spaces for the 72 unit building, the Village and the developer will improve parking with 48 diagonal spaces for the immediate surrounding area which will be Village owned.

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

- C. Ordinance Amending Rule 1 (Order of Business) of Section 30.32 (rules) of Chapter 30 (Village Administration) of Title III (Administration) of the Maywood Village Code Relative to the re-ordering of the Village Board Agenda items, including Public Comment with a cover memo dated March 14, 2018 from Klein, Thorpe and Jenkins, Ltd.

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

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

- D. Discussion regarding Rod Outs dealing with Sewer Inlet Repairs.

Mr. Norfleet mentioned a handout from Hancock Engineering describing their finding on the repairs of the inlets. Mr. Peterhansen reported there were 108 inlets listed, 98 had some level of completed work with the exception of 16 inlets that need additional work to be properly completed, and 10 inlets could not be located. The matter involving the method of invoices based on 8 hours for a flat rate for repair. Hancock Engineering recommends Village staff meets with the contractor and review/adjust the invoices accordingly.

Discussion: Trustee Rivers raised concerns for the flat rate charge since not all of the inlets required the same amount of repair. Mr. Norfleet responded that he met with Mr. Travis on concessions for equipment and labor charges. Negotiations were completed with revised charges and an invoice was created, however, Mr. Travis later responded he could not take a loss (the item was removed from the agenda). Trustee Sanchez sought clarity on procedure. Mr. Norfleet responded for procedural purposes the bidding process for non-emergency repairs and the budgeting factor should be a standard practice.

Discussion Only

13. For Information Only - None

14. Closed Meeting Session:

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to recess into Closed Session at 11:09 p.m. for the purpose of discussing:

- A. Pending Litigation, pursuant to 5 ILCS 120/2(c) (11).
- B. The setting of a price for sale or lease of property owned by the Village, pursuant to 5 ILCS 120/2(c) (6).

15. Adjournment

Mayor Perkins and the Board of Trustees adjourned the March 20, 2018, Regular Board Meeting with a Motion by Trustee Lightford and a Second by Trustee Rivers at 11:50 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 11:50 p.m.



Edwenna Perkins, Mayor




Viola Mims, Village Clerk

Cc: Mayor Perkins, Board of Trustees, Village Clerk, Viola Mims