

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, SEPTEMBER 17, 2019**

Amended at the Regular Board Meeting of October 1, 2019

1. Call to Order

The Regular Board Meeting of Tuesday, September 17, 2019 was called to order by Mayor Edwenna Perkins at 7:00 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, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker. **Absent:** None
There being a Quorum Present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager
LaSondra Banks, Human Resources Coordinator
Lanya Satchell, Finance Director
Valdimir Talley Jr., Police Chief
Elijah Willis, Deputy Police Chief
Craig Bronaugh Jr., Fire Chief
John West, Public Works Director
Michael Jurusik, Village Attorney
William Peterhansen, Village Engineer
Angela Smith, Business Development Coordinator

3. Invocation

Pastor Malone 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 Regular Board Meeting of the Board of Trustees on Tuesday, September 3, 2019.

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, September 3, 2019. An amended motion follows:

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, September 3, 2019 with corrections.

Discussion: Clerk Mims made corrections to Item 10As motion to include "and Wind Energy Production Systems," add a roll call vote to Item #16, and add the word "to" after responded on Item 6A2 per Trustee Wellington.

Ayes: Viva Voce (by the voice) Mayor Perkins, Trustees I. Brandon. M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

6. Oaths, Reports, Proclamations, Announcements and Appointments

Announcements

Angela Smith of Community Development announced a Business Focus Breakfast at 200 South 5th Avenue, on Wednesday, September 18, 2019 starting at 8:30 a.m.

A. Recognition of Mr. Isaiah Tyler for placing fourth in the Nation in the High Jump at the USATF Hershey National Junior Olympics for Track and Field Championship in Sacramento, Ca.

Mr. Norfleet read a Declaration and Ms. LaSondra Banks presented Mr. Tyler with a plaque.

B. Finance Management Report(s):

1. Approval of Village of Village of Maywood Warrant List No. 200476 through August 29, 2019 in the amount of \$678,616.24.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve Warrant List #200476 in the amount of \$678,616.24.

Discussion: Trustee Booker recommended partnering with the park district (Check No. 100625) and questioned if the grant application was submitted (Check No. 100642). Trustee Wellington sought clarity on Check No. 100636. Mr. Norfleet and/or Ms. Satchell responded to their concerns.

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

2. Discussion of the Village of Maywood Open Invoices Report as of August 28, 2019 in the amount of \$3,314,715.37.

Trustee Booker questioned invoices for Jonette Greenhow for \$500, Rhonda Sherrod for \$450, and Lewis Lawn Services for a negative dollar amount of approximately \$7000. Ms. Satchell and/or Mayor Perkins responded.

Discussion Only

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

1. Approval of payment for purchasing supplies for the Mayor's Office in the amount of \$30.18.

Motioned by Trustee Sanchez and Seconded by Trustee Booker to approve Items 1, 2, 3 and 4.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

2. Approval of payment for purchasing supplies for the Town Hall Meeting in the amount of \$68.19.

Approved with the motion on Item No. 1

3. Approval of payment for Mayor Perkins to attend PML Golf Outing in Bensenville, IL in the amount of \$185.00.

Approved with the motion on Item No. 1

4. Approval of payment for Trustee Lightford, Sanchez, Wellington and Booker to attend the IML 2019 Annual Conference 9/19 through 9/21/19. Each Trustee Annual Conference fee is \$310.00.

Approved with the motion on Item No. 1

7. Public Comments:

Comments from the Public – Comments were made by the following individuals: K. Sorenson, L. Redmond, G. Clay, M. Thompson, C. Vandiver and L. Robinson. **Response to Public Comments** – Mr. Norfleet, Attorney Jurusik, and Trustee Booker.

8. Village Manager's Report:

- A. Discussion and consideration regarding the Cielito Lindo Café for participation in the Facade Improvement Program located at 614 West Lake Street, Maywood, Illinois 60153.

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

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

9. Village Attorney's Report:

- A. Memorandum regarding Considerations for Extending the Terms, Expanding the Boundaries and Increasing the Budgets of the Madison Street / 5th Avenue TIF District and the Roosevelt Road TIF District, dated August 14, 2019 from Klein, Thorpe and Jenkins, Ltd.

Mr. Norfleet and Attorney Jurusik recommended Option 1

Motioned by Trustee Booker and Seconded by Trustee Lightford to approve Option No. 1.

Discussion: None

Ayes: Mayor Perkins, Trustees, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: Trustee I. Brandon

Abstain: None

Absent: None

Motion Carried

- B. Memorandum regarding the Josephine J. Whitehead v. Village of Maywood Finance Director (Case No. 19 M4 367) Lawsuit, dated August 28, 2019 from Klein Thorpe and Jenkins, Ltd.

Attorney Jurusik reported a decision in favor of the Village.

Information Only

- C. Memorandum regarding 415 Roosevelt Road Tax Deed Project, dated August 28, 2019 from Klein, Thorpe and Jenkins, Ltd.

Ms. Smith reported the Village is currently in possession of three of the seven parcels that make-up 415 Roosevelt Road.

Information Only

- D. Regarding Cannabis Regulation and Tax Act: Memorandum dated August 14, 2019 from Klein, Thorpe and Jenkins, Ltd.; and Memorandum dated August 28, 2019 from Klein, Thorpe and Jenkins, Ltd. KTJ PowerPoint to be presented at September 17, 2019 Village Board Meeting.

Attorney Jurusik presented a PowerPoint presentation.

Motioned by Trustee Booker and Seconded by Trustee Lightford to direct staff to create a potential proposal of what it would look like to introduce Cannabis to the Village of Maywood and hold a special town hall with community input with the option of Opting In.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

10. Omnibus Agenda Items:

- A. **Motioned by Trustee Sanchez and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – K: with the exception of Items D and F**

A. A resolution approving the sale of real property commonly known as 224 S.11th avenue pursuant to the ANLAP program of the Village of Maywood. B. Approval of payment to AA Rental Center for over the budget expense for Bataan Day event for the Village of Maywood in the amount of \$330.00. C. Approval of payment to Baker Tilly Virchow Krause, LLP for services in connections with the April 30, 2019 Financial Statement Audit in the amount of \$9,175.00. E. Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$18,459.17. G. Approval of payment to Triggi Construction for Roadway and Drainage Improvements Project along 2nd Avenue from School Street to Washington Boulevard, as well as Washington Boulevard from 2nd Avenue to 1st Avenue in the amount of \$221,061.60. H. Approval of payment to Shakespeare Lawn services for removal of high grass, weeds, debris, vegetation and tree trimming for various locations in the Village of Maywood in the amount of \$18,100.00. I. Approval of payment to Magnus & Anderson Landscaping for grass cutting services for the Village of Maywood in the amount of \$19,325.00. J. Approval of payment to Accu-tron Computer Service for computer consulting services for the month of September 2019 in the amount of \$6,300.00. K. Approval of payment to T.P.I. for plumbing, building and plan review services for the Village of Maywood Code Enforcement Department in the amount of \$6,657.42.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

Pulled Items:

- D. **Approval of payment to City of Chicago for water services provided to the Village of Maywood from July 16, 2019 to August 15, 2019 in the amount of \$332,854.89.**

Motioned by Trustee Sanchez and Seconded by Trustee Jones to approve,

Discussion: Mayor Perkins questioned the past due account.

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

- F. **Approval of payment to Jamali Kopy Kat for over the budget expenses for Bataan Day event for the Village of Maywood in the amount of \$996.00.**

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

Discussion: Trustee Booker recommended utilizing the website.

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

11. New Business:

- A. **Consideration and Approval of Closing Date Extension Request from Interfaith Housing Development Corporation for Purchase of 800 to 820 South 5th Avenue Maywood, Illinois for the Interfaith 5th Apartment Project.**

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve extension of closing date to October 31, 2019.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

- B. **A Resolution Approving the Content of and/or Release of Certain Closed Meeting Minutes of the Board of Trustees of the Village of Maywood (2019 Mid-Year Review), with a cover memo dated August 14, 2019 from Klein, Thorpe and Jenkins, Ltd.**

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

Discussion: None

Ayes: Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carried

- C. A Resolution Approving and Authorizing the Execution of a First Addendum to the 2018/2019 Employment Agreement entered into with Willie Norfleet, Jr. with a copy of the First Addendum to the Employment Agreement with Willie Norfleet, Jr. attached as Exhibit "A", and with a cover memo dated September 11, 2019 from Klein, Thorpe and Jenkins, Ltd.

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

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

Nays: None

Abstain: None

Absent: Trustee Lightford (absent from the meeting)

Motion Carried

- D. Discussion and consideration regarding Public Works Budget Amendment for Line Item 41-52-52400. They have exceeded the department budget number by \$18,000 and requires an amendment to pay for street repairs with concrete.

Motioned by Trustee Booker and Seconded by Trustee Wellington to approve the budget increase to approve the amendment for street repair.

Discussion: None

Ayes: Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carried

- E. Discussion and consideration regarding Public Works Department Budget Amendment for Line Item 01-53-52400. Mr. West is requesting that the line item amendment be made to offset the additional cost for lawn care and/or grass cutting.

Motioned by Trustee Booker and Seconded by Trustee Lightford to approve.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

- F. Consideration regarding an Operating Budget for the Census 2020 Volunteers who are already working in the Village of Maywood. This item was placed on the 9/3/19 agenda but not discussed. No attachments.

Motioned by Trustee Lightford and Seconded by Trustee Brandon to approve. Motion withdrawn

Discussion: A discussion ensued amongst the Board members regarding the specifics on the request for seed money, a budget, and volunteering. Mayor Perkins suggested \$5000 for seed money. Attorney Jurusik mentioned use of public funds and the expense policy and recommended drafting a budget that applies to the seed money.

Motioned by Trustee Brandon and Seconded by Trustee Booker according to Attorney Jurusik's wording "request the committee work with the Village Finance staff to draft a budget for the expenditure of business expenses for the 2020 Census Committee."

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

- G. Discussion to explore a possible Sister-City Agreement between San Fernando City, Pampanga and Maywood given the historical role played by both location during World War II, particularly the Bataan Death March on April 19, 1941.

Motioned by Trustee Brandon and Seconded by Trustee Booker to explore the possibility.

Discussion: None

Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: None

Abstain: None

Absent: None

Motion Carried

12. Old Business: None

13. Board of Trustee Comments:

- A. Discussion concerning Economic Development Commission by Trustee Nathaniel Booker.

- Economic Development Commission Information (Part 1 and 2)

Discussion: Trustee Booker is seeking approval to act as the liaison. Mayor Perkins confirmed the appointment will not be granted by the office of the president.

Motioned by Trustee Brandon to bring back ideas to the board in regard to what we want this Commission to operate off of

Motion died due to lack of a second

Motioned by Trustee Brandon to move this item to the next Board meeting for further discussion

Motion died due to lack of a second

Motioned by Trustee Wellington and Seconded by Trustee Lightford to allow Trustee Booker to work with the Community Development Department to create goals and objectives of the Economic Development Commission and bring back those goals and objectives for consideration by the Board.

Discussion: None

Ayes: Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carried

- B. Discussion regarding Energy and Environment Commission Information (Trustee N. Booker).

Discussion: Trustee Booker is recommending separating the Environmental Beautification Commissions into individual Commissions. Commissioner Rogers of the Environmental Beautification Commission recommends downscaling the required number of members from seven to five. Trustee Brandon questioned the process for reaching the decision. Attorney Jurusik commented an ADHOC Committee is temporary.

Motioned by Trustee Booker and Seconded by Trustee Jones to dissolve the Environmental Beautification Commission and draft a code amendment to create the new Energy and Environment Commission and Beautification Commissions.

Discussion: None

Ayes: Trustees M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

Nays: Mayor Perkins and Trustee I. Brandon

Abstain: None

Absent: None

Motion Carried

- C. Discussion regarding National League of Cities City Summit, (NLC) in San Antonio (Trustee N. Booker).

Trustee Booker mentioned an "early bird" rate for the sixth registration after the first five registrations. There was a consensus to split the cost between the six trustees attending.

Information Only

- D. Discussion regarding Trustee Spending Policy – Tax Dollar Spending (Trustee N. Booker).

Trustee Booker recommended a calendar to ensure better communication amongst the Mayor's Office and the Trustees.

Discussion Only

- E. Discussion regarding Trustee Spending Policy – Tax Dollar Spending (Trustee N. Booker).

- Email Voting – Trustee Booker raised concerns regarding poll voting, via telephone and emails, by the Mayor's Office. Attorney Jurusik responded it is inappropriate as approval process.
- 200 Building Access – No discussion
- Census Committee Update – Previously discussed
- Maywood Fest Update – Mayor Perkins will provide information
- Maywood Back-to-School Parade Recap – Previously discussed

14. For Information Only: None

15. Closed Session: None

16. Adjournment

Mayor Perkins and the Board of Trustees adjourned the September 17, 2019 Regular Board Meeting with a Motion by Trustee Brandon and a second by Trustee Booker with a Viva Voce Vote (by the voice) in favor at 12:19 a.m.



Edwenna Perkins, Mayor



Viola Mims, Village Clerk

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