

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
TUESDAY, MARCH 17, 2020**

**Call to Order**

The Regular Board Meeting of Tuesday, March 17, 2020 was called to order by Mayor Edwenna Perkins at 7:04 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, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker. **Absent:** Trustee M. Lightford  
There being a Quorum present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager  
Lanya Satchell, Finance Director  
LaSondra Banks, Human Resources Coordinator  
David Myers, Director of Community Development  
Edgar Lara, Planning/Zoning Officer  
Angela Smith, Business Development Coordinator  
Valdimir Talley Jr., Chief of Police  
Craig Bronaugh, Fire Chief  
John West, Public Works Director  
Michael Jurusik, Village Attorney

Mr. Vernel Brown gave the invocation.

**Pledge of Allegiance to the Flag**

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

**Approval of minutes for the Regular Board Meeting of the Board of Trustees on Tuesday, March 3, 2020.**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, March 3, 2020 with corrections.**

**Discussion:** Clerk Mims corrected the first line of trustee comments to add "ed" to the word address in Old Business.

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

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

- Mayor Perkins made announcements of public interest
- Trustee Booker made announcements of public interest
- Mr. Norfleet made announcements of public interest
- John West announced Village Spring Clean Up:
  - April 8, 2020 Roosevelt north to I-290; 1<sup>st</sup> Avenue west to 25<sup>th</sup> Avenue
  - April 15, 2020 I-290 north to Madison; Greenwood west to 21<sup>st</sup> Avenue
  - April 22, 2020 Madison north to Railroad; 1<sup>st</sup> Avenue west to 21<sup>st</sup> Avenue
  - April 29, 2020 Main Street north to Village limits; Des Plaines west to 9<sup>th</sup> Avenue

**Finance Management Report(s):**

- A. Approval of Village of Maywood Warrant List No. 200489 through March 11, 2020 in the amount of \$307,774.44.

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve Warrant List #200489 in the amount of \$307,774.44.**

**Discussion:** Trustee Booker mentioned check #102120, #120140 and #102187. Trustee Wellington mentioned check #102201. Ms. Satchell and Mr. Lara responded.

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Discussion pursuant to the Village of Maywood Warrant Open Invoices Report as of February 20, 2020 in the amount \$1,656,537.91.

**Information Only**

- C. Budget Presentation by Lanya Satchell, Finance Director pursuant to eh FY2021 Budget for the Village of Maywood. No attachments.

PowerPoint presentation by Ms. Satchell. A discussion ensued.

**Information Only**

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

- A. Discussion and consideration pertaining to the Mayor's agenda items:

1. Consideration requesting an update and status report on the property located at 30 Madison Street - Mayor E. Perkins.

Ms. Smith gave an update for the property in possession of the Landbank. Trustee Brandon made comments.

**Information Only**

2. Consideration to request an update and status report on the properties located at 415 Roosevelt Road – Mayor E. Perkins.

Attorney Jurusik mentioned an update was provided in the last 30 days.

**Information Only**

3. Discussion and consideration to approve the erection of a Billboard Sign located at Harrison Street between 10<sup>th</sup> and 13<sup>th</sup> Avenue.

Mr. Myers explained the applicant is protesting the requirement to notify surrounding properties within 350 feet from the property line of the subject property via USPS mail per the Zoning Ordinance. Trustee Booker questioned the waiting period for the applicant to do business in the Village of Maywood.

**Motioned by Trustee Booker and Seconded by Trustee Sanchez to approve direction of the Billboard sign located at Harrison Street between 10<sup>th</sup> and 13<sup>th</sup> Avenue to the Board for consideration.**

**Discussion:** Trustee Wellington inquired why the applicant is refusing to follow an existing Village ordinance. Trustee Brandon questioned the process of sending the planning/zoning application request to the Board. Attorney Jurusik responded the Board has the discretion to hold the public hearing.

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

**Nays:** Trustee K. Wellington

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- Attorney Jurusik inquired what type of notice is being required and stated the zoning ordinance is objective, clear and meets state law and it is what has been done in the past. This billboard application request previously generated controversy from neighborhood residents and is not recommending sending a minimum notice. Attorney Jurusik recommends following the zoning ordinance requirements and to post a sign at the location. Trustee Wellington sought clarity on the responsibility for notification. Attorney Jurusik stated the applicant pays for the notification process.

- **Motioned by Trustee Brandon and Seconded by Trustee Sanchez to follow the recommendation of the Village Attorney for guidelines of the Billboard notification process (Per Attorney Jurusik: recommends mailing 250 feet from the four corners lot line of where the sign is to be located).**  
**Discussion:** Trustee Sanchez sought clarity on the footage requirement. Attorney Jurusik responded.  
**Ayes:** Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker  
**Nays:** Mayor Perkins  
**Abstain:** None  
**Absent:** Trustee M. Lightford  
**Motion Carried**

4. Consideration to support Maywood Fine Arts Event Saturday, March 21, 2020. The cost is \$15.00 per adult.

**No Action Taken**

- B. Consideration to request an update and status report on the housing and staffing (Promotion for Zone Administrator) as approved by the Village Board of the West Suburban Enterprise Zone Office.

**Motioned by Trustee Brandon and Seconded by Trustee Booker to move to Closed Session for further discussion.**

**Discussion:** None

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

**Nays:** Mayor Perkins

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Public Comments:**

- **Comments from the Public** – Comments were made by the following individuals: R. Clark, L. Redmond and P. Johnson. **Responses to Public Comments:** Mr. Norfleet responded.

**Village Manager's Report:**

- A. Presentation by CS Strategies (BCBS Insurance) pursuant to Village of Maywood Employee Health Insurance.

Mr. Charles Smith gave a summary and advised of a -0.6% decrease. A discussed ensued.

**Presentation Only**

- B. Presentation and update regarding the Cannabis Ordinance Amendments as it relates to Recreational/Medical Cannabis Dispensaries, Cultivation Center, Craft Grow Center, Cannabis Infuser Organization, Cannabis Processing and Cannabis Transportation. Presented by Edgar Lara, Village Planner/Zoning Officer.

PowerPoint presentation by Mr. Lara.

**Information Only**

**Village Attorney Report:** None

**Omnibus Agenda Items:**

- A. **Motioned by Trustee Booker and Seconded by Trustee Jones for the approval of the Omnibus Agenda Items A – I.**
- A.** A Statement for Legal Services for January 2020 Pertaining to General Matters in the total amount of \$5,759.00.  
**B.** A Statement for Legal Services for January 2020 Pertaining to Employment and Labor Matters, Litigation Matters, and Economic Redevelopment Matters and Miscellaneous Matters, in the total amount of \$31,893.55. **C.** Approval of payment to Accu-tron Computer Service for computer consulting services for the month of March 2020 in the amount of \$6,300.00.  
**D.** Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$11,241.52. **E.** Approval of payment to I.E.P.A. for Water Revolving Fund-Drinking Water Project for the Village of Maywood in the amount of \$27,106.89. **F.** Approval of payment to MABAS Division 20 for membership dues for 2020 and Special Operations Teams MABAS dues for the Village of Maywood Fire Department in the amount of \$6,000.00.  
**G.** Approval of payment to Opportunity Alliance LLC for consulting related to the Enterprise Zone Application and related economic development activities in the amount of \$15,000.00. **H.** Approval of payment to Twin Supplies for the purchase of LED Lights for the Village of Maywood from Twin Supplies, Ltd. of Oak Brook, Illinois in the amount of \$7,095.00.

I. Approval of payment to Sprint for cellular equipment / phone service for the Village of Maywood in the amount of \$6,740.36.

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**New Business Items:**

A. Initial discussion of Fiscal Year 2020/2021 Budget:

1. Notice of Public Hearing on Fiscal Year 2020/2021 Budget (Proposed Date: April 7, 2020).
2. Draft Agenda for Public Hearing on the Proposed Fiscal Year/2020/2021 Budget (May 1, 2020 through April 20, 2021), for the April 7, 2020 Public Hearing.
3. Draft Ordinance Approving the Fiscal Year 2020/2021 Village of Maywood Budget (May 1, 2020 through April 30, 2021).

**Information Only**

B. Consideration and discussion on Village Pride-Village Wide (Trustee Booker, Lightford and Sanchez).

Trustee Booker announced a new date for the event as May 16, 2020. A discussion ensued.

**Information Only**

C. Consideration and discussion on National League of Cities Economic Development Program Grant (Trustee Booker, Lightford and Sanchez).

Trustee Booker showed a video regarding an opportunity to partner with a national economic development and workforce consulting firm.

**Information Only**

D. An Ordinance Authorizing the Village President to declare a State of Emergency should the need arise and authorizing Purchase Contracts as necessary to resolve a State of Emergency without Public Advertisement within the Village of Maywood. This item was discussed prior to **Item B4-6**.

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

**Discussion:** Attorney Jurusik explained the Ordinances is for emergency purposes due to COVID-19. Mr. Norfleet read COVID-19 information. A discussion ensued.

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Additional Information/Actions**

1. Mayor Perkins declared a State of Emergency in the Village of Maywood. Attorney Jurusik will prepare the appropriate documents for the Mayor's signature.
2. Chief Talley, Chief Bronaugh and Carmen Rivera made comments and read statement relative to the COVID-19 Pandemic.

E. Consideration and discussion on National League of Cities (NLC) Leading Together (Trustees Booker, Lightford and Sanchez).

PowerPoint presentation by Trustee Booker.

**Motioned by Trustee Jones and Seconded by Trustee Sanchez to add the item to the next agenda for action.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Old Business:**

- A. Ordinance Amending Title XI (Business Regulations), Chapter 117 (Alcoholic Beverages) of the Maywood Village Code to Update Section 117.0 (Definitions), Section 117.44 (Location Restrictions), Section 117.51 (Words "Saloon" And "Bar" Forbidden) and Amending Title XI (Business Regulations), Section 114.07 (Coin And Non-Coin Operated Amusement Devices) and Section 114.08 (Music Devices) Relative to adding A New Class "N" (Bar And Grill) Liquor License.

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

**Discussion:** Trustee Brandon made comments. Attorney Jurusik responded.

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

**Nays:** None

**Abstain:** Trustee A. Sanchez

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Ordinance Amending Section 30.32 (Rules) of Chapter 30 (Village Administration) of Title Iii (Administration) of the Maywood Village Code Relative to the Preparation of the Village Board Meeting Agenda.

Mayor Perkins pulled this item due to incorrect information.

**No Action Taken**

- C. Resolution Authorizing Execution of an Intergovernmental Cost-Sharing Agreement for the West Regional Enterprise Zone, with Agreement attached as Exhibit "1", from Klein, Thorpe and Jenkins.

Mr. Norfleet moved this item to Closed Session for discussion prior to the Board's vote.

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

**Discussion:** Home

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- D. For discussion and consideration:

1. Resolution Approving and Authorizing the Adoption of an Update village of Maywood Use Policy for the 200 South 5<sup>th</sup> Avenue Building (Gymnasium, Meeting Rooms and Exercise Room), Fred Hampton Memorial Pool, Veteran's Park and Gazebo, and the 1100 South 11<sup>th</sup> Avenue Building. Item 1 and Item 2 were discussed after Item 12.

**Motioned by Trustee Booker and Seconded by Trustee Sanchez to approve.**

**Discussion:** None

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

**Nays:** Mayor Perkins

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

2. License and Release, Hold Harmless and Indemnification Agreement for Non-Exclusive, Temporary Use Permit of for Use of Village-owned Property (Village Property: Gymnasium, 200 South 5<sup>th</sup> Avenue Building) (40 Acres Fresh Farmer's Market – Year 2020).

**No action taken on this matter due to the rules set forth in the Group Assembly of the Governor's Executive Order.**

**Board of Trustee Comments/Information:**

- Trustee Wellington mentioned a team building exercise from a government organization be added to the next agenda.
- Trustee Sanchez suggested a grand re-opening celebration for EL Duranguito (business expansion) at 4<sup>th</sup> and Lake Street.
- Trustee Brandon mentioned the importance of supporting local businesses, especially restaurants and recognize the efforts of Mr. Norfleet and staff regarding the COVID-19 situation.

- Trustee Jones mentioned probable agenda items including a previous discussed MOU presented to the Board, amendments to the Special Event Committee Ordinance, consider rescheduling Board meetings close to an election, and to remain focused on the 2020 Census during COVID-19.
- Trustee Booker mentioned the 2020 Census submittal processes.
- Mayor Perkins mentioned seeking additional information for small businesses.

**For Information Only:** None

**Closed Meeting Session:**

**Motioned by Trustee Brandon and Seconded by Trustee Jones to recess into Closed Session at 11:18 p.m. for the purpose of discussing:**

- A. Pending Litigation (5 ILCS 120/2 (c)(11)).
- B. The setting of a price for sale or lease of property owned by the Village of Maywood (5 ILCS 120/29 (c)(6)).
- B. The appointment, employment, compensation, discipline, performance or dismissal of a specific employee of the public body or legal counsel for the public body (5 ILCS 120/2 (c)(1)).

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Adjournment**

Mayor Perkins and the Board of Trustees adjourned the March 17, 2020 Regular Board Meeting with a consensus by the Board at 12:47 a.m.

**Edwenna Perkins, Mayor**



**Viola Mims, Village Clerk**

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