

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
SPECIAL REGULAR BOARD MEETING MINUTES
TUESDAY, MAY 19, 2020**

Amended at the Special Regular Boarding Meeting on Tuesday, June 2, 2020

Call to Order

The Special Regular Board Meeting of Tuesday, May 19, 2020 was called to order by Mayor Edwenna Perkins at 7:08 p.m. in the Council Chambers at 125 South 5th 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 (via video), A. Sanchez (via video), K. Wellington (via video), M. Lightford (via video) and N. Booker (via video). **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
John West, Public Works Director
Valdimir Talley Jr, Police Chief
Elijah Willis, Deputy Police Chief
Edgar Lara, Planning/Zoning Officer
Michael Jurusik, Village Attorney (via video)

Trustee Brandon 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 Special Regular Board Meeting of the Board of Trustees on Tuesday, May 5, 2020.

Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve the minutes for the Special Regular Board Meeting of Tuesday, May 5, 2020.

Discussion: Trustee Booker questioned his “aye” vote for Commissioner Jim Brewer. Clerk Mims explained, per research, his silence during the vote was counted as a “consent to” or “agreement in” with the majority. Clerk Mims will consult with Trustee Booker regarding this matter. An amended motion follows:

Motioned by Trustee Sanchez and Seconded by Trustee Brandon to postpone the approval of the minutes for the Special Regular Board Meeting of Tuesday, May 5, 2020 until the next Board meeting.

Discussion: None

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

Oaths, Reports, Proclamations, Announcements and Appointments

- Mayor Perkins made announcements of public interest.
- Mayor Perkins mentioned a three minute limitation for Trustees' speaking time
- Mayor Perkins suggested providing sandbags to residents along Nichols Lane due to the heavy rain.

*There was a consensus by the Board with a voice vote to move bullet points two and three to the Mayor's Report for discussion.

- Mr. Norfleet read the re-scheduled Spring Clean Up Event for the Village of Maywood including picking up large bulk items but **does not include** hazardous waste.
 - June 3, 2020 - Roosevelt north to I-290; 1st Avenue west to 25th Avenue
 - June 10, 2020 - I-290 north to Madison; Greenwood west to 21st Avenue
 - June 17, 2020 - Madison north to Railroad; 1st Avenue west to 21st Avenue
 - June 24, 2020 - Main Street north to Village limits; Des Plaines west to 9th Avenue
- Mr. Norfleet mentioned a Mask Give-away at 40 Madison Street on Saturday, May 23, 2020 from 10 a.m. to noon and announcements of public interest
- Clerk Mims announced there would be no permits issued for parades, block parties, peddler's licenses or garage sales effective May 5, 2020 through September 22, 2020 related to COVID-19 to continue "safe distancing" for safety purposes.
- Trustee Brandon mentioned the summer schedule for Board meetings of one meeting per month begins June 2 through August 18.
- Trustee Booker made an announcement of public interest.

- A. Consideration to approve the appointment of Mr. Christopher Brown to the Board of Fire and Police Commission to replace and fill the expired term of Commissioner Gloria Clay. **Item was placed on the May 5, 2020 Board Meeting agenda but not approved.**

Motioned by Trustee Brandon and Seconded by Trustee Jones to approve the appointment of Christopher Brown to replace Gloria Clay whose term is expired.

Discussion: Discussion ensued.

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

Nays: Trustees Lightford and Booker

Abstain: None

Absent: None

Motion Carried

Finance Management Report(s):

- A. Approval of Village of Maywood Warrant List No. 200493 through May 13, 2020 in the amount of \$1,411,641.49.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve Warrant List #200493 in the amount of \$14,411,641.49.

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. Discussion pursuant to Village of Maywood Open Invoices Report as of May 13, 2020 in the amount of \$307,972.24.

No Action Required

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

Additional Information

- **Mayor Perkins requested the implementation for three minute speaking rule for Trustees.**
Discussion: Trustee Jones suggested to make this a recommendation instead of a law. Trustee Wellington mentioned Robert's Rule is already in place.
No Action Taken

 - **Motioned by Trustee Brandon and a Second by Trustee Lightford to authorize Village staff to call IEMA (Illinois Emergency Management Agency) and Cook County Emergency Management to see if we can get free sandbags, if not, the Village will spend \$5,000 to \$10,000 to purchase sandbags to give to Nichols Lane residents.**
Discussion: Discussion ensued.
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
- A. Consideration to approve the Lease or Purchase of a 2020 Fusion automobile for the Village of Maywood assigned to the office of the Village President in the amount of \$25,890. The total MSRP price will include total price of vehicle, options destination and delivery. Need to decide if this will be a Lease Agreement. **This item was placed on the May 5, 2020 Board Meeting agenda but not approved.**
Motioned by Trustee Brandon and Seconded by Trustee Jones to approve a 36-month Lease Agreement.
Discussion: Discussion ensued.
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. Consideration to approve financial support of \$2,500 to Maywood Fine Arts for continued service to the community during COVID-19. **This item was placed on the May 5, 2020 Board Meeting agenda but not approved.**
Motioned by Trustee Jones and Seconded by Trustee Brandon to table the item to the next meeting.
Discussion: Discussion ensued.
Ayes: Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez and M. Lightford
Nays: Trustees K. Wellington and N. Booker (no finance meeting scheduled)
Abstain: None
Absent: None
Motion Carried

- C. Consideration and discussion regarding PNC Bank Mobile Branch partnering with the Village of Maywood pursuant to utilizing Multipurpose (200 S. 5th Avenue) building for community service to deploy in mid-June 2020.

Motioned by Trustee Brandon and Seconded by Trustee Jones to allow PNC Mobile Bank partnering with the Village of Maywood to utilize the 200 Building in mid-June.

Discussion ensued. Mr. Norfleet mentioned safety and zoning issues. An amended motion follows:

Motioned by Trustee Brandon and Seconded by Trustee Jones to forward this item to Community Development for vetting purposes.

Discussion: None

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

Nays: Trustee K. Wellington

Abstain: None

Absent: None

Motion Carried

Public Comments:

Comments from the Public – Clerk Mims read public comments submitted via email from the following individuals : L. Redmond and M. Ferrer. **Response to Public Comments:** Mr. Norfleet

Village Manager's Report:

- A. Consideration and approval for Empire Today located in Northlake, Illinois to remove the carpeting of both the first and second floor hallways, replace carpeting in all office areas, and add entry to vestibule and reception area in Village Hall at 40 Madison Street. The price is \$87,605.34 and includes the moving of desk, cabinets and machines. A bid waiver is not necessary due to Sourcewell pricing is a pre-bid mechanism that sets the price for material and labor on products.

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

Discussion: Mr. West responded to questions.

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

Nays: None

Abstain: None

Absent: None

Motion Carried

- B. Discussion and consideration to approve MPD Proposal No. 06 for Coronavirus Emergency Supplemental Funding Program Grant resources totaling \$48,310. The department desired to purchase equipment and supplies to combat SARS-COV-2 which results in COVID-19.

Motioned by Trustee Lightford and Seconded by Trustee Sanchez to approve with a bid waiver for the Kiosk.

Discussion: Chief Talley gave a brief summary.

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

Nays: None

Abstain: None

Absent: None

Motion Carried

- C. Discussion and consideration to approve a New End Loader Budget replacement for the current W130B New Holland End Load for the Public Works Department. Marin Implement Sales has quoted a price for a new Paladin 2.75 yard 300-class GP pin-on budget with bolt on edge for a total price of \$9,255.

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

Discussion: None

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

Nays: None

Abstain: None

Absent: None

Motion Carried

- D. Discussion and consideration to approve Service Schedule Change by Republic Services regarding a mapping outline of waste collection day from Wednesdays of each week to Tuesdays and Wednesdays of each week.

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

Discussion: Mr. West explained north of Madison pick-up will be Wednesday and south of Madison pick-up will be Tuesday.

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

Nays: None

Abstain: None

Absent: None

Motion Carried

Village Attorney Report: None

Omnibus Agenda Items:

Motioned by Trustee Jones and Seconded by Trustee Brandon for the approval of the Omnibus Agenda Items A – EE with the exception of G & J.

A. Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of May 2020 in the amount of \$286,704.53. B. Approval of payment to Cargill for Bulk Salt Purchase for the Village of Maywood Public Works Department in the amount of \$16,690.56. C. Approval of payment to M&J Asphalt Paving Company for Sidewalk Removal, Curb and Gutter Replacement for the Village of Maywood Public Works Department in the amount of \$77,277.36 with bid waiver. D. Approval of payment to Mesirow Insurance Services for Premium Finance Agreement for General liability Insurance Premium down payment for the Village of Maywood in the amount of \$151,016.00. E. Approval of payment to Pitney Bowes Purchase Power for Postage Replenishment in the amount of \$22,686.08. F. An Ordinance Authorizing the Approval and Execution of a First Amendment to Redevelopment Agreement between the Maywood Equity Group, LLC and the Village of Maywood for the Commercial Redevelopment of the Northwest Corner of 1st Avenue and Lake Street (101 Lake Street, 107 Lake Street And 115 Lake Street, 210 and 212 North 1st Avenue). H. An Ordinance Approving and Authorizing the Execution of a Proposal of Mark It Striping, Inc. in the amount of \$34,637.69 for Street Pavement Striping Services and Approving the Expenditure of Madison Street / 5th Avenue TIF District Funds for Such Services. I. An Ordinance Authorizing and Approving a Final Corporate Stock Transfer Relative to Art2 Inc. D/B/A Art's Food and Beverage Pursuant to Section 117.27 (C, J) (Transfer Of License) of the Maywood Village Code (Transfer of Fifty-One Percent (51%) of the Corporate Stock of Art2 Inc. D/B/A Art's Food and Beverage Located at 817 West Roosevelt Road, Maywood, Illinois By Owner / Licensee Nadem Akhzar to Buyer / Liquor License Applicant Khushbu Patel). K. Resolution Approving an Agreement Between the Village of Maywood and the Edwin Hancock Engineering Company for Furnishing of Professional Engineering Services for the 2020 MFT Roadway Improvements and 2020 Resurfacing and Water Main Improvements and for the Appropriation and Expenditure of Funds to pay for

Engineering Services Related to the Project. **L.** Resolution Approving and Authorizing Execution of a Plat of Public Utility Easement and Expenditures of Roosevelt Road Tax Increment Financing District Funds for Obtaining the Easements Necessary for the Roosevelt Road Water Service Transfer Project in Maywood, Illinois (1st Avenue and Roosevelt Road). **M.** Approval of Payment to Allied Waste Service for Garbage Pick-Up and Rollover Services for the Village of Maywood in the amount of \$7,643.53. **N.** Approval of payment to AT&T for Telephone Account No. 708-450-4471, 0957 from 3/25/2020 through 4/25/2020 in the amount of \$10,572.65. **O.** 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 \$15,392.25. **P.** Approval of payment to City of Chicago for water services provided to the Village of Maywood from March 19, 2020 to April 16, 2020 in the amount of \$342,301.25. **Q.** Approval of payment to Cleansified for the purchase of emergency COVID-19 supplies for the Village of Maywood in the amount of \$50,710.00. **R.** Approval of payment ComEd for street light electrical services provided for the Village of Maywood in the amount of \$96,522.56. **S.** Approval of payment to Hancock Engineering for engineering services provided for the Village of Maywood pursuant to Roosevelt Road Water Service Transfer Improvement in the amount of \$76,918.00. **T.** Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$9,343.40. **U.** Approval of payment to Lauterbach and Amen, LLP to prepare the Police Tax Levy Actuarial Valuation, Police GASB 67/68 Actuarial Valuation and GASB 74/75 Actuarial Valuation for the Village in the amount of \$8,800.00. **V.** Approval of payment to M&J Asphalt Paving Company for the 2019 Asphalt Pavement Patching Program for the Village of Maywood Public Works Department in the amount of \$55,538.80. **W.** Approval of payment to Standard Equipment Company for street sweeper repairs for the Village of Maywood Public Works Department in the amount of \$5,815.08. **X.** Approval of payment to Utility Service Company for 500,000 Pedsphere St. Charles Road TANK-Quarterly in the amount of \$6,707.18. **Y.** Approval of payment to City Wide of Chicago for carpet cleaning of Village Hall (40 Madison Street) in the Village of Maywood in the amount of \$6,000.00. **Z.** 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 \$223,390.20. **AA.** Resolution Approving of the Village of Maywood Downtown Transit-Oriented Development (Tod) Plan 2020 Update from Village Planner Edgar Lara. **BB.** Statement for Legal Services from Klein, Thorpe and Jenkins, Ltd. for March 2020 Pertaining to General Matters, in the amount of \$5,434.00, with a cover memo dated May 13, 2020. **CC.** A Statement for Legal Services from Klein, Thorpe & Jenkins, Ltd. for March 2020 Pertaining to Employment and Labor Matters, Litigation Matters, and Economic Redevelopment Matters and Miscellaneous Matters, in the total amount of \$24,463.47. **DD.** Consideration of and motion to approve Settlement Agreement and Release of Claims between the Village of Maywood and SMC Management LLC (Redevelopment Agreement for Truck Depot Project at 1001 St. Charles Road). **EE.** Approval of payment to Accu-tron Computer Service for computer consulting services for the month of May 2020 in the amount of \$6,300.00.

Pulled Items

- G. An Ordinance Amending Title III (Administration) Chapter 31 (Departments, Boards, and Commissions) Section 31.38 (Special Events and Public Relations Commission) of the Maywood Village Code.

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

Discussion: Mayor Perkins commented that five members for Special Events is not enough. Trustees Booker and Jones responded.

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

Nays: Mayor Perkins

Abstain: None

Absent: None

Motion Carried

- J. An 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.

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

Mayor Perkins questioned why the Mayor is not included for agenda item discussion. An amended motion follows:

Motioned by Trustee Brandon and Seconded by Trustee Jones to include the Mayor or President in the Ordinance.

Discussion: None

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

Nays: None

Abstain: None

Absent: None

Motion Carried

Trustee Brandon motioned to reconsider Omnibus Agenda Item F – the motion failed due to lack of a second.

New Business: Items were placed on May 5, 2020 Board Meeting Agenda but not discussed.

- A. Consideration and discussion on creating Maywood Residential and Business COVID-19 Relief Fund (Trustees Booker, Lightford and Sanchez).

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

Discussion ensued. An amended motion follows:

Motioned by Trustee Booker and Seconded by Trustee Lightford to move the discussion on creating a COVID-19 Relief Fund to finance 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

- B. Ordinance Amending Title IX (General Regulations), Chapter 99 (Towing of Vehicles), Section 99.19 (Unlawful Drugs: Impoundment) of the Maywood Village Code regarding Impoundment of Vehicles for Cannabis-related offenses.

Motioned by Trustee Jones and Seconded by Trustee Sanchez to table to the next Board meeting.

Discussion: Discussion ensued.

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

Nays: Trustee N. Booker

Abstain: None

Absent: None

Motion Carried

C. Consideration to approve and direct staff to purchase PPE “Face Coverings (Mask”) with the expenditure not to exceed \$20,000 for the Village of Maywood community distribution.

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

Discussion: Discussion ensued.

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

Old Business: None

Board of Trustee Comments/Information:

- Trustee Brandon commented on delays for the northwest corner of 1st and Lake Street project and the manager’s evaluation process.
- Trustee Jones commented on flooding affects for the residents, proper agenda placement for items of discussion and residential communication practices.
- Trustee Sanchez questioned the submitted notices for the mask give-away regarding accuracy.
- Trustee Wellington asked if the flood program application could be updated with the current year and to consider including property owners to utilize the program.


For Information Only – None

Closed Meeting Session – Cancelled

Motioned by Trustee Brandon and Seconded by Trustee Jones to adjourn the Special Regular Board Meeting at 11:27 p.m. with a consensus of the Board.



Edwenna Perkins, Mayor



Viola Mims, Village Clerk

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

