

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF SAUK VILLAGE, HELD IN THE SAUK VILLAGE MUNICIPAL CENTER, OCTOBER 20, 2009.

CALL TO ORDER

Mayor Towers called the meeting to order at 7:00 pm.

Village Clerk Williams-absent (Vacation)

Deputy Village Clerk Colleen Baughman present

Present: Trustees Anderson, Burgess, Hanks, Myers and Williams

Absent: Trustee Benson

1. Home Board-up – Trustee Hanks

Trustee Hanks suggested using Public Works employees to perform board up services rather than hire outside vendors. This would mean a great cost savings to the Village. There are already employees on payroll that can perform this duty. Trustee Hanks asked DH Weller to prepare a cost using employees at different pay levels and factoring in the cost of plywood and screws. Any board up requests that come in at night could be handled the next day. DH Weller stated that supplies would need to be on hand and could also include 2" X 4"s for framing and paint. DH Weller stated that a rough estimate would be \$125.00 for a higher end employee per board or per hour depending on the size of the window (possibly 1 or 2 windows) and that would include a second man for safety reasons. The pay rate is \$17.00 - \$25.00 per hour per employee dome within the schedule of the Public Works within their workday. Trustee Hanks also stated that when applicable the homeowner or bank would be billed for the entire cost of labor and materials. Trustee Myers stated that there may be an ordinance of the books that requires wire mesh to be used for board ups and asked if DH Weller considered using wire mesh to board up the windows. DH Weller stated that was not considered; plywood is easier and better to board up windows and doors. Trustee Anderson asked Trustee Myers to investigate the ordinance. Mayor Towers stated that there are often kids hanging around boarded up buildings and asked if posting a No Trespassing sign would give officers more leverage. Trustee Hanks stated that the Village is not allowed on private property but they can contact the owners and ask them to post a sign or give the Village permission to do so. VA Vasselli stated that he will check into this. Trustee Hanks stated that with the Board's approval he would like to get this started and start purchasing material now. DH Weller stated he would give COS Corley a list of the materials needed to have on hand. The Mayor and the Board was agreeable.

2. Resolution (South Suburban Mayors and Managers Association Housing Collaborative) – Trustee Hanks

a. Appoint an Official Representative to the South Suburban Housing Collaborative

Trustee thanked the attorneys for preparing the resolution to appoint an official representative to the South Suburban Mayors and Managers Housing Collaborative. This collaborative group of municipalities will approach County, HUD, State and Federal for housing funds. Trustee Hanks stated that he has attended many of these meetings either in person or by phone and asks that he is not the person appointed because the meetings are held during the day sometime between the hours of 9 am – 12 noon. The meetings are held at the South Suburban Mayors and Managers offices in Hazel Crest. Trustee Hanks stated that this person should be a full time employee and he nominates COS Corley and Financial Director Beverly Sterrett as a

back up with Mayor Towers as the primary contact. Trustee Hanks and COS Corley both currently receive emails from the group. Trustee Hanks said the group is actively seeking funding that would be beneficial to our community. Mayor Towers stated that this item could be placed on the consent agenda next week. Trustee Anderson asked if Trustee Benson would be back then. Mayor Towers stated that Trustee Benson would not be back next week and that he agrees with Trustee Hanks that being the head of a committee and Mayor does involve a lot of meetings and networking outside of the Village. Mayor Towers also agrees with appointing Chief of Staff Corley to that position.

3. Ordinance (South Suburban Mayors and Managers Association Housing Collaborative)- Trustee Hanks

a. Approving an Intergovernmental Agreement for the South Suburban Housing Collaborative

Trustee Hanks stated that the rough draft of the Intergovernmental Agreement for the South Suburban Housing Collaborative was given to each municipality to review and give their feedback by October 19, 2009. After reviewing and making whatever changes the agreement would then be presented to the attorneys. There is no action to be taken at this time. This is for informational purposes only and is still in development phase.

4. Village Financial Matters

a. Revision of Budget/ Appropriation Ordinance (Revised)

b. Working Cash Fund

c. Bi-weekly Financial Update

d. Insurance Update

VA Vasselli prepared a draft of the ordinance for the Revision of the Budget/ Appropriation for review. No action to be taken; will be placed on the next Board meeting agenda.

DH Sterrett presented a memo regarding Village financial matters. COS Corley stated that Trustee Hanks asked Lambert Insurance to provide a comparison between the 80/20 and 90/10 split for the insurance; the information was placed in each Trustee's box. Trustee Burgess stated that there was two totals- one states between now and November 19th and the other is amount needed to finance. DH Sterrett stated that the \$776,730.00 is the amount needed between now and 11/19/09 less the projected income of \$133,478.79 leaving a balance of \$643,251.21 to be financed.

Trustee Burgess asked if we were making any headway with the financial institutions. DH Sterrett stated Kane, McKenna is working with several banks stating there is a need for two loans, one immediate which could be paid immediately with a working cash bond and one larger, long term loan (10-15 Years) to cover the accounts payables that are being held. DH Sterrett stated that she contacted the State of Illinois to check when the Village could expect some tax money and they stated there would not be any payments anytime soon. The State of Illinois did make the payments for the MFT, Telecommunications and the Personal Property Placement Tax. DH Sterrett said the same applies to County. They are working aggressively on this issue. COS Corley stated that the fire truck and the Promissory Note is \$660,000.00 alone. COS Corley is working with Crimson regarding possible installments or a lease agreement. COS Corley also received a call from a California bank offering a loan to help with the fire truck. Trustee Myers asked that the trustees get copies of this information. COS Corley said it would be provided.

Trustee Burgess stated that the account for the garbage collection has been opened and a memo stating that so much has been paid out of that account but asked if the back pay will come from this account or from money collected now. DH Sterrett stated that some bills have been paid and those payments that have been held should be released when the money is received. Payments will also be paid from this account as they are

collected currently. Trustee Hanks asked if we are still short payroll. DH Sterrett stated that we are barely making payroll and she checks the bank balances daily.

5. US Cellular Proposed Kohler Generator- Brunetta Hill-Corley

COS Corley asked Fire Chief Stoffregen to respond to the previous questions brought to the table regarding the proposed Kohler generator. Fire Chief Stoffregen faxed US Cellular the ordinance and codes for the proposed Kohler generator. A permit will be issued after a letter is received acknowledging their compliance. The generator will have a 100 gallon diesel double lined fuel tank. In order to comply with code they must build a concrete wall with a lip which was not in the original plan. Mayor Towers asked if this will jeopardize any agreement with anyone else. Chief Stoffregen stated that it will not. Chief Stoffregen stated that it is a good unit and we have to make sure they put the catch basin in. It is already inside a fenced area so no additional fencing is needed.

6. General Village Matters

a. Behr Paint Relocation- Fire Chief Stoffregen

COS Corley, DH Jasinski and Trustee Myers met with representatives from Behr paint to discuss 18 page synopsis of what they will be doing in the transition when they relocate. Behr Paint is proposing to obtain 220,000 square feet on Mark Collins Drive which is slightly larger than the 200,000 square feet they have now. There is a hazardous material area that is a lot stronger than what is presently in town. A few issues were addressed and everything is a go. Some drawings are still needed for the offices in order to check for proper codes and alarm systems. There will be a spill drain on the west wall of the hazard area going outside to the containment area. If there is a containment spill automatic sprinklers will go off and an electric valve shuts that drain off so the water does not go into the pond. They will call the proper people in to clean this up. There is a minimum chance of big spills because there are only 5 gallon pails. They are following all of the codes. The paint is water based except for the primer which is contained in a different area. Trustee Anderson asked how does it benefit the Village when they move; will that increase what they can be charged for security, etc...to pull money out from the TIF to help out financially. Trustee Burgess said that it could be minimal. VA Vasselli stated that when code or security is used that they will have to bill the TIF for those services; tax revenue is lost when they move to the TIF district. Trustee Burgess said it will benefit the Village by adding at least 15 employees. They will be running 3 shifts around the clock Monday through Friday and partial shifts on Saturday. They hope to move by the 1st of the year; there is a lot of racks and infrastructure that needs to be built before they can move in. Mayor Towers asked how long has this been in the works. Trustee Burgess stated they have been trying for a few months to reach an agreement with the owner of their current location but they actually got a better deal with ProLogis. That leaves the Torrence Avenue property vacant; hopefully another large tenant will move in soon. Mayor Towers asked if they are moving part of the business from Chicago Heights into there. Chief Stoffregen stated that this site will be a distribution and storage area; the manufacturing is done in Chicago Heights. Behr Paint has 10 manufacturing plants in the US and Canada. Trustee Hanks asked if they will still have an outlet. Trustee Burgess stated that they are considering giving paint to the community so they may not have an outlet. Trustee Anderson asked that the Board be kept updated.

b. Donation from Behr Paint- Trustee Burgess

Trustee Burgess stated that he has been communicating with various businesses and Behr Paint asked him to meet with them to discuss donating overstock paint; approximately 50 gallons at a time. Trustee Burgess suggested donating to the municipality, churches and schools first and then to homeowners. There will be some record keeping involved to make sure that homeowners are given paint fairly and without duplication.

Trustee Burgess stated that there may be a limit of 2 gallons per household. Trustee Burgess has sent letters to the churches and schools and they may get 5 gallons. Behr will try to work to provide colors or arrange for Home Depot to mix colors. Trustee Hanks stated that it was possible for volunteers to help residents who cannot do the painting themselves. Trustee Burgess stated that Behr has a program that once a year they pick a house and they provide all of the paint and they paint the house. Trustee Burgess wants to get Sauk Village included in that program. Trustee Burgess said that someone to help with the prep work and that is where volunteers will be needed. The reason for the limit of 2 gallons is that this is only overflow paint and we do not want to discourage paint sales at Home Depot. Trustee Burgess has already talked with Trustee Burgess and the Fire Department to determine what colors they may need. This should be finalized by the end of the month. This will apply to homeowners only. The Village will have to send some sort of Thank You to Behr Paint acknowledging what they are doing for the Village. Trustee Burgess is also talking with Best Buy to provide appliances for the home that will be painted as part of the program. The Economic Development Committee is establishing some guidelines for this program. Trustee Anderson stated that the seniors were considering using some profits from the Spaghetti Dinner and asking Behr Paint to help them with painting some of the fire hydrants in Sauk Village. This would be an intergenerational project with the seniors and the children. Trustee Burgess stated that would probably require special paint and he would ask them about it.

c. First Midwest Bank- On the Job Banking- Brunetta Hill-Corley and Beverly Sterrett

COS Corley and DH Sterrett met with First Midwest Bank to discuss banking benefits for the workplace. They are offering a range of services. They are pitching savings, direct deposit, health savings account, educational courses that assist employees how to manage their funds and loans for college, etc... There will be a letter sent to all employees. They asked that the Village sign an agreement stating that they want to participate. Trustee Anderson stated that she is not interested because they should have considered this when the Village went to them for a loan. Trustee Williams asked how it benefits the Village; we currently have many bank accounts with them and most employees already have direct deposit. Trustee Hanks stated that we should not let personal feelings stand in the way of providing services to the employees. Trustee Burgess asked what bank handles the payroll account and if there is a cost to the Village. COS Corley stated that the payroll account is with First Midwest Bank and this is just offering more services. They also discussed placing an ATM machine inside the Village Hall. Trustee Williams asked how often they would come and stated that it is not personal but business to say that the Village just opened three new accounts with them after they refused the loan and now they want to do even more business with the Village. COS Corley stated that the Village does owe them; the Village has an outstanding loan that cannot be paid back in its entirety and that may be a factor why they could not loan us the money. COS Corley stated that First Midwest has just extended the \$200,000.00 loan for 90 days to accommodate the Village and that needs to be considered. Mayor Towers stated that we should take advantage of all of the service they can provide until we decide to move the accounts. VA Vasselli stated that he will look into the agreement and check for liability. Trustee Williams asked for a copy of the agreement and asked how often they will be in the building. Trustee Anderson asked for clarification that they are only doing this to provide additional services to provide. COS Corley agreed that this is a new program they are providing municipalities and they asked if they could make a presentation. Tabled until VA Vasselli checks the agreement and more information is provided.

d. H1N1- Village Precautionary Measures- Brunetta Hill-Corley

The H1N1 virus is on the rise and COS Corley has asked Cook County Department of Public Health for brochures or more information with regards to the virus to make the employees more aware. COS Corley would like to post information on how we can be cautious; Clean, Cover and Contain is one of the

brochures. Trustee Hanks suggested that hand sanitizing pumps be placed throughout the Village Hall and signs in the bathrooms reminding everyone how important it is to wash their hands often. Cook County has also asked if the Village could donate someone's services to help with immunization; someone who is qualified to do that. COS Corley, ESDA and Captain Atwood will be attending a session on Thursday at Sandridge School regarding H1N1. Forms for H1N1 vaccinations will be available at Wagoner School tomorrow.

7. Miscellaneous

Trustee Anderson thanked everyone for participating in the Spaghetti Dinner; about 100 people came through. November 7, 2009 there will be a forum on home health, care giving and housing options available for seniors. Various agencies will be on hand to provide information. A volunteer will be on hand to do vitals. This is sponsored by the seniors but open to the public.

Trustee Hanks stated that the Housing Authority Commission has been in contact with NACA through the new Commissioner David Chick. NACA provides workshops for people in foreclosure and rewriting loans with a lower interest rate. They draw over 1,000 people at a time. They are looking to do a workshop on December 5, 2009. Trustee Hanks stated that they want a guarantee of a 1000 people and he asked that all spaces be available to use for this workshop including the Paesel Center and the Senior Center. NACA brings in their own people and actually run the program but volunteers will still be needed. Refreshments should be on hand for the NACA people. Mayor Towers asked if they will be providing their full staff of banks and mortgage companies and providing full service on the spot. Trustee Hanks stated that is exactly what they will be providing. NACA wants this workshop to be open to all South Suburban residents; Mayors of neighboring towns will be contacted and it will be posted on the website and the marquee. The ultimate goal is to get a NACA office in the South Suburbs. They have more information on their website NACA.org. Trustee Williams suggested that Trustee Hanks ask Trustee Benson when he returns if the Santa program is still scheduled for the first Saturday in December. That is normally when Santa rides through the Village and the kids come to the Community Center for hot chocolate. NACA will come out and look at the facility to see if it is large enough; if not other sites will be considered, such as, Bloom Trail, Rickover, etc... Trustee Myers stated that as member of the Board of Directors of the Illinois Firefighters he will be out of town on Thursday and Friday to bring new techniques to the firefighters in Champaign. The Ordinance Review Committee will meet October 21, 2009 at 7:00 pm in the Village Hall to review ordinances that will be submitted to the Village Attorney for review.

Trustee Williams stated that the Sauk Talk articles are due October 30, 2009 by midnight. The September Sauk Talk not get mailed due to budget restraints but it is available on the website and was passed out in the schools and businesses. The November Sauk Talk will be available on the website but will not be sent to the printer; a small portion, about 300 copies, will be printed in house and will be available at the Library and the Village Hall. They will not be circulated in the school. Home delivery of the Sauk Talk may start up again after the first of the year depending on finances. Trustee Williams stated that a copy of the Sauk Talk policy is available for those who need it. Trustee Williams asked if the executive session has been cancelled. VA Vasselli stated that he has spoken with all of the Trustees individually before the meeting on the two items that were to be discussed so there is no need to adjourn to executive session. Trustee Williams stated that a new person did join in on the last Public Relations Committee meeting and asked that Personnel be added to the next committee meeting agenda to present that person and make her a part of the committee. Letters will be sent to members of the committee who have missed three consecutive meetings to see if they are still interested in remaining on the committee. Student Government Day is coming up soon; the committee works very diligently on that effort and attendance and participation is important. Trustee Williams stated that emails have been received through info at saukvilleage.org that asks how jobs are posted in the Village; these

emails have been forwarded to the proper authorities. Resumes have also been received and forwarded to the Chief of Staff. Trustee Williams asked what the process is now; if there is something that needs to be reported at a Board meeting regarding how jobs are posted once there is a vacancy. Appointed positions are not posted or announced; is there some type of form letter regarding posting other jobs available through the Village. Trustee Williams also stated residents are asking if there is still an after school program; the people who were bringing their kids were not informed and they wanted information. Mayor Towers stated that the person who handled the last program became ill and there will be a new person starting a new program possibly sometime next week; flyers will be available at that time. COS Corley stated that there will be information on the marquee and the starting date should be Monday, October 26, 2009. Trustee Anderson asked if there was a back-up system in place due to the fact that people do get sick. COS Corley stated that after the last person became ill they do have a back up person.

Trustee Burgess stated that he will need to talk to Trustee Benson about a drop off time and place for the paint; preferably on a Saturday later this month. Behr Paint will drop off the paint at a specific place and it will need to be picked up by whoever is receiving the paint at that time. COS Corley asked how many gallons at a time would be distributed. Trustee Burgess stated that each drop off could be approximately 50-60 gallons. Letters will be sent to residents when and where to pick up their paint. COS Corley asked what is the timeframe for the pick-up. Trustee Burgess stated that the Community Center would be best and it should only take a couple of hours.

Trustee Williams also stated that flyers for the Public Relations Committee Line Dancing program were placed in everyone's box. The Public Relations Committee has been trying to set this up since August. The Public Relations Committee has sent multiple letters to speak with the Parks & Recreation Committee; we were on the agenda once and were denied a chance to speak. We were able to speak at a later meeting and still had not received confirmation if the Community Center would be available for the program. As in the past, when we could not get cooperation from the Village for space, the Library has agreed to let the PR Committee host the program there. Flyers are available and questions can be directed to Village Clerk Debbie Williams and Library Director Nanette Wargo or any library personnel. The program runs every Monday starting October 26, 2009 from 6-7 pm; the cost is \$3.00.

Trustee Burgess asked what line dancing is. Trustee Williams stated that line dancing is pretty popular and could be anything from the boot, scoot and boogey to the electric slide done in a group but dancing singly.

8. Questions from the Audience on Agenda Items Only

Rose Langston asked when Midwest makes a presentation to the employees with no cost to the Village will that be during the employee's time or Village time which would be a cost to the Village. COS Corley stated that it will be during the workday but not involve overtime. Rose stated that in view of the three employee layoffs that everyone needs to be on the job and not attending a presentation. COS Corley clarified that Midwest will making the presentation to the Board and information will be given to the employees regarding the program. Mayor Towers stated that employees can attend presentations during their lunch hour. Rose stated that the line dancing that was at the Parks & Recreation Committee had the previous night is different than the one at the Library. The program last night was more vigorous and was mostly for young people; about 30 people attended. Mayor Towers stated that they looked like they were having a great time.

9. Adjournment

Mayor Towers asked for a motion to adjourn.

The motion was made by Trustee Burgess and seconded by Trustee Williams.

Ayes: Anderson, Burgess, Hanks, Myers and Williams

Nays: None

Absent: Trustee Benson

The meeting was adjourned at 8:29 pm.

Mayor Lewis Towers

Village Clerk Debra L. Williams