

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, JANUARY 7, 2014.

**1. Call to Order**

**A. Roll Call**

Mayor Hanks called the meeting to order at 7:03 pm.

On roll call:

Present: Trustees Burgess, Myers, Poskin, Washington and Williams

Absent: Trustee Morden (entered the meeting at 7:18 pm)

**2. Micro Tech- USA- Mike Gillani –Absent due to inclement weather**

Tabled until January 21, 2014

**3. An Ordinance Amending Article II (Enforcement and Administrative Adjudication) of Chapter 74 (Traffic and Vehicles) of the Village Code**

Chief Holevis referred to minor changes to the current tow policy which reduces the limit from ten tickets to three tickets which is in line with neighboring communities. This item will be placed on the next consent agenda.

**4. An Ordinance Adopting a Social Media policy for the Village of Sauk Village**

Trustee Myers stated the Village Attorneys have submitted a draft of the Social Media policy for board review. Trustee Myers has reviewed the policy, which was modeled after the current policy in place with the Police Department, with Sergeant Sailsbury. The Social Media policy will apply to all village employees and will not eliminate any policy guidelines already in place by the Police Department. Chief Holevis requested further review with Trustee Myers and the Village Attorney. This item will be tabled until January 21, 2014.

**5. An Ordinance Amending Certain Sections of the Unified Development Code of the Village of Sauk Village- (Marijuana Distribution and Cultivation Center)**

Mayor Hanks stated the Zoning Board has approved the area as a special use and an M-2. Interested parties must also pass all state requirements. Chief Holevis stated the entire supervisory staff will be attending a class on medical marijuana in late January. This item will be placed on the next consent agenda.

**6. An Ordinance Adopting the Sauk Village Neighborhood Watch**

The first draft of the Neighborhood Watch Ordinance was presented for board review. Trustee Myers requested replacing the word “commissioner” with the word “trustee” throughout the ordinance and eliminating the ability to appoint the “commissioner/ trustee”. This appointment should be made by the Police Chief and the Mayor. Chief Holevis stated he has several concerns and requested a meeting with

the village attorneys and Trustee Myers to review the entire ordinance. Mayor Hanks also has several concerns including the responsibilities of the block captain. This item will be tabled until January 21, 2014. The Neighborhood Watch proclamation will be read and the signs will be dedicated on January 14, 2014. Trustee Washington stated this is a model being presented for the purpose of review and all suggestions will be helpful in getting this moving forward. Trustee Washington thanked Trustee Myers for his efforts on this ordinance.

### **7. An Ordinance Establishing a Minimum and Maximum Setback Zone**

Mayor Hanks stated this ordinance refers the ground water minimum and maximum setbacks. This ordinance is required according to the IEPA loan requirements. Village Attorney McGrath will readdress this matter at the board meeting next week and answer all questions before the issue is brought to the table for approval.

### **8. Public Comment including any comments on the Minimum and Maximum Setback Zone which is scheduled to be approved January 14, 2014. All questions and comments must be directed to Mayor Hanks. Each speaker will be given three minutes to comment on the topic(s) of their choice. Each speaker will be allowed one opportunity to speak.**

Pat Couch commended all village departments for their hard work during the horrible weather conditions and referred to ticketing cars on the street after heavy snows. Chief Holevis stated tickets can be written when Public Works begins to plow after 2 inches have fallen. Exceptions could include if a car is buried under a pile of snow.

### **9. Miscellaneous Business- Comments from the Trustees**

Trustee Williams stated the Sauk Talk is available. The finalists of the village sticker contest are included in the Sauk Talk. The finalists will also be announced and receive their awards at the January 14<sup>th</sup> board meeting. The Public Relations Committee is also working on Student Government Day. Eighth grade students who live in Sauk Village but do not attend Sauk Village schools can pick up a packet of information at the front desk. The next Community Outreach Partnership committee meeting is scheduled for 6 pm on Tuesday, January 14, 2014.

Trustee Myers warned everyone to be careful in the extreme weather conditions. There have been several road closings. Watch for black ice and other treacherous driving conditions.

The Ordinance Review committee meeting has been rescheduled. Trustee Myers thanked the village departments for their assistance.

Trustee Washington stated applications are being accepted for the Diversity Dinner through January 16, 2014. The Diversity Dinner will be held on Friday, January 24, 2014 in the Senior Center.

The Neighborhood Watch will now meet on the second Monday of each month in the Fire Station.

Trustee Washington was glad to report that the Neighborhood Watch signs are in and will be dedicated at the board meeting of January 14, 2014. Trustee Burgess asked about sign placement. Trustee Myers stated the committee reviewed the recommendations of Public Works Director Kevin Weller.

Trustee Morden thanked all of the emergency services departments for their hard work during the storms and residents who helped fellow residents. The Beautification Committee will meet Sunday, January 12, 2014 in the Village Hall at 2 pm.

Trustee Poskin reported the Boy Scouts will be using the Community Center on January 25<sup>th</sup> and 26<sup>th</sup> for an overnight event. The Boy Scouts need to provide a certificate of insurance. The basketball program starts Saturday with games at 11:00 am and 1:00 pm. Candy bars are still on sale to support the program. Mayor Hanks thanked Pat Couch for her presents of warm logo hats to the board. Mayor Hanks thanked all department heads and village employees and volunteers for their assistance during the extreme cold weather. Warming centers include all municipal buildings during regular business hours. The Fire Department has extended their hours for overnight shelter. Mayor Hanks thanked the Public Works department for their hard work in keeping our streets cleared. Sauk Trail and Torrence Avenue are county/state roads. Mayor Hanks wished everyone a Merry Christmas and Happy New Year! Mayor Hanks stated he put out a State of Sauk Village address. There will be difficult times ahead in the coming year. Mayor Hanks is looking for input from all board members and residents and ask that all board members vote their conscience. Mayor Hanks thanked everyone and stated that they may not agree on everything but asked them not to be disagreeable as we try to move the village forward.

## **10. Adjournment**

Mayor Hanks asked for a motion to adjourn. The motion was made by Trustee Burgess and seconded by Trustee Williams.

All ayes

The meeting was adjourned at 7:50 pm.

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Mayor David Hanks

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Village Clerk Debra L. Williams

MINUTES OF THE **REGULAR MEETING** OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF SAUK VILLAGE, HELD IN THE SAUK VILLAGE MUNICIPAL CENTER **JANUARY 14, 2014.**

**1. CALL TO ORDER**

Mayor Hanks called the meeting to order at 7:03 pm.

**A. Pledge of Allegiance**

Mayor Hanks lead those assembled in the Pledge of Allegiance.

**B. Roll call**

Present: Trustees Burgess, Morden, Myers, Poskin, Washington and Williams

Absent: None

**2. PUBLIC COMMENT- None**

**A. Public Comments including any comments on the Minimum and Maximum Setback Zone which is scheduled to be approved January 14, 2014. All questions and comments must be directed to the Mayor. Each speaker will be given three minutes to comment on agenda items only. Each speaker will be allowed one opportunity to speak.**

Mayor Hanks directed Village Attorney McGrath to review the ordinance. Village Attorney McGrath reviewed the ordinance and explained the need for a minimum and maximum setback for what can be built around the wells so the wells are not disturbed. The guidelines were received from the EPA.

**3. REPORTS OF OFFICERS**

**A. Mayor's Report- Mayor David Hanks**

Mayor Hanks read the Collectors Report for the months of September and October. Mayor Hanks reported that Sauk Village is hosting the Chicago Southland Economic Development Corporation Winter Quarterly forum on January 24, 2014. Speakers include Mayor Hanks, Brian Quigley- DP Partners, Mike Wojik- Senior Vice President- Port Group, Rusty Winchell- Northwest Indiana Business Development- and Deputy Director of Economic Development and project coordinator for Chicago Southland Fiber Network. Parking for residents will be in the back. Between 150-200 people are expected to attend. This is a great time to showcase Sauk Village and to bring developers, investors, local and state official and members from other communities together. Mayor Hanks read a history of the Neighborhood Watch programs and a proclamation in support of the Sauk Village Neighborhood Watch program in order to move our community forward.

**B. Village Clerk – Mrs. Debbie Williams**

Village Clerk Williams reported the list of new laws introduced in 2014 is listed on [www.saukvillage.org](http://www.saukvillage.org). These laws include smoking with children in the car, using hand held devices while driving, increase of speed limits, and voting at 17. U.S. Citizens who will turn 18 by November 4, 2014 can register to vote and vote in the March 18, 2014 primary. Voter registration is open until February 18, 2014. Voter registration is available at the village hall. Sauk Village e-blasts are up and running and receiving rave reviews. Village Clerk Williams asked all departments, committees, commissions and outside agencies to provide information that can be forwarded to our residents in order for the program to be a success. E- blasts flyers are on the back table and listed in the Sauk Talk. The January Calendar and applications are also on the back table. Please join one of the committees or groups of volunteers to be a part of something positive. The name of the five finalists for the Village sticker contest and their drawing is on display on the back window. It was honor to work with the Public Relations Committee and the students on this project.

**C. Village Treasurer – Mr. Jim Griegel- Absent- No report**

**D. Village Attorney - Odelson & Sterk, LTD- Mike McGrath**

Village Attorney McGrath recommended consent agenda item 6C)-c be moved to 6D)-e

## **E. Village Engineer – Mr. Jim Czarnik- No report**

### **4. REPORTS OF TRUSTEES AND BOARD COMMITTEES**

#### **A. Parks and Recreation Committee- Trustee Poskin / Trustee Morden**

Trustee Poskin thanked everyone who came to the first games of the basketball season. Games will continue every Saturday through April. Everyone is encouraged to come out and watch the games. The next Parks and Recreation meeting will be held on Thursday, January 16<sup>th</sup> at 7pm in the Community Center.

#### **B. Beautification Committee- Trustee Morden- No report**

#### **C. Ordinance Review Committee- Trustee Myers**

Trustee Myers reported the Social Media Ordinance is still under review with the Police Department

#### **D. Intergovernmental Relations Committee- Trustee Burgess**

Trustee Burgess reported there will be a Career Fair in Chicago on Thursday, January 16, 2014 at 2444 West 16<sup>th</sup> Street focusing on trades such as electrical, plumbing, HVAC, pipe fitting which also encourages women who would like to work in those fields. The Intergovernmental Relations Committee is also working on a workshop to bring awareness of how to get into various trades in the South Suburbs. Trustee Burgess submitted a proclamation for board review at the next Committee meeting. Trustee Burgess stated he did attend the basketball program and stated the Parks and Recreation Committee is doing a great job but they need a new shot clock and more volunteers. The next Intergovernmental Relations Committee meeting is scheduled for Thursday, January 23<sup>rd</sup> at 7pm in the Village Hall.

#### **E. Neighborhood Watch Committee- Trustee Washington**

##### **1) Proclamation- Neighborhood Watch**

##### **2) Dedication- Neighborhood Watch signs**

Trustee Washington reported the Neighborhood Watch is noted internationally as the first line of defense against home invasion, burglary and assault. Trustee Washington conducted the dedication ceremony for the Neighborhood Watch signs. The Neighborhood Watch will continue to work with the Police Department and the board. Trustee Washington recognized the committee members who were present – Trustee Myers, President Jerry, Vice President Daniel, Larry, Gary, Terry and Arlene and mentioned that several others were not present. The signs will be installed throughout the community early in the morning in the near future. Everyone is invited to participate. The signs were paid for by proceeds from a recent Tag Day in the amount of \$684.00. Trustee Myers thanked everyone for their efforts and explained the Neighborhood Watch program. The symbol on the signs is the most used symbol nationwide. Four large sign will be installed at the main arteries in the village. Smaller signs will be placed throughout the neighborhoods. Trustee Washington asked Mayor Hanks to unveil the Neighborhood Watch signs. Trustee Washington thanked the board members, school board members, businesses and residents that are helping to support the Neighborhood Watch to take the village back. Mayor Hanks thanked all of the volunteers who helped make this happen. Mayor Hanks read the Neighborhood Watch proclamation.

#### **F. Public Relations Committee/ Community Outreach Partnership-Trustee Williams**

##### **1) Sauk Village sticker contest winners**

**Public Relations Committee-** Trustee Williams stated the January 8<sup>th</sup> Public Relations Committee meeting was rescheduled for Wednesday, January 15<sup>th</sup> due to the weather. Trustee Williams explained the Student Government Day process involves Sauk Village eight grade students. This year the Public Relations Committee has invited students from 3<sup>rd</sup> to 7<sup>th</sup> grade to compete in a contest to design the 2014 village sticker. Twenty six students participated. The committee is considering opening the contest to a wider range of people next year. Trustee Williams thanked the students that participated, the Public Relations Committee members and Gary Holcomb for his continued support of the committee.

The five finalists were introduced and presented a certificate that included a copy of their drawing. Trustee Williams thanked the committee – Village Clerk Debbie Williams, Nanette Wargo and Melvin Stevenson and village personnel who helped judge the artwork. The students were also awarded a Walmart gift card.

Angel Le- Winner

Aleisha Cullick- Finalist

Ethan Knight- Finalist

Kalea Thomas- Finalist

Jamayah Stokes- Finalist

Village stickers will go on sale starting May 1, 2014. Mayor Hanks recognized Superintendent Travaglini, School Board President Sharon Davenport, Vice President Mary Howard and members Tammy Jones, Delores Green and Melvin Stevenson and the principals and teachers in the audience. Mayor Hanks thanked the schools and the committee for working hard to push pride and progress in Sauk Village. Trustee Williams thanked School District 168 for their continued support of the Public Relations Committee and all Sauk Village programs and looked forward to working together in the future for a better Sauk Village.

**COP-** The Community Outreach Partnership Committee meeting has been rescheduled to Tuesday, January 21, 2014.

## **5. REPORTS OF DEPARTMENTS, COMMITTEES & COMMISSIONS**

### **A. Fire Department/ 911 Committee- Chief Stoffregen – Absent- report read by Trustee Myers**

Chief Stoffregen reported the Fire Department responded to 31 calls in the past two weeks, including 5 car accidents, 8 fire alarms, 5 medical assists, 3 CO alarms, 1 structure fire, 2 smells of gas, 3 broken pipes, 1 smell of electrical burning, 1 roof collapse and 1 change of quarters.

Mayor Hanks asked for additional hours for the warming center from January 4<sup>th</sup> through the 7<sup>th</sup> because of the snow and will chill temps of between 20 to 40 degrees below zero. Four man crews were added to get people out of harms way in the Fire Department warming center. Mayor Hanks thanked the Fire Department for adding crew members to the additional shifts during this time.

### **B. Police Department- Chief Holevis**

Sergeant Sailsbury stated since January 3rd the Police Department has responded to 606 calls for service including 28 domestics, 13 disturbances, 40 arrests including possession of controlled substance and endangering the life of a child and driving on a suspended/ revoked drivers license. Sergeant Sailsbury congratulated Trustee Washington and her committee for their efforts on the Neighborhood Watch.

### **C. Public Works Department- Mr. Weller**

Public Works Director Weller reported calls are coming in regarding broken mailboxes. Public Works will repair them if they are found responsible. The salt will not work during extreme cold conditions- drive safely. Pothole patching will begin at the end of the week. Director Weller stated water will be shut off later in the week for the area surrounding Yates and 223rd for a main replacement. Residents will receive notices of the shut off in their mailboxes or their doors and boil orders as well as notices when the boil order is lifted within 48 hours. Water main and truck repairs are ongoing.

Mayor Hanks thanked all of the departments who worked so hard to see that the residents were safe on the streets and in the warming centers- Police, Fire, ESDA and Public Works. Mayor Hanks added that the Public Works department did a fantastic job of keeping the roads open with the amount of heavy snow that kept falling. Sauk Village roads were open when so many surrounding roads were closed.

### **D. Administrative Services Director- Ms. Jasinski**

Administrative Services Director Jasinski stated the department wrote 1,819 tickets between January 1, 2013 and December 31, 2013. Tickets written from January 1, 2014 to January 14<sup>th</sup> total 33 tickets- 27 parking in the street after 2” snowfall and 7 parking on the street on garbage day. Village Hall will be closed Monday, January 20<sup>th</sup> in observance of Martin Luther King Day. Director Jasinski clarified the marijuana center includes distribution and cultivation.

### **E. Finance Director- Mr. Rao- Absent- No report**

### **F. Sauk Village Homeland Security Agency- Mr. Johnson**

Director Johnson reported over the past two weeks the department responded to 20 calls including 4 car accidents, 5 fire alarms, 1 structure fire, 2 CO alarms, 1 smell of electrical, 2 gas leaks, 1 broken water pipe, 2 school patrols, 1 structure fire and 1 roof collapse.

### **G. Human Relations Commission**

Trustee Washington reminded everyone to fill out their forms for the Diversity Dinner scheduled for Friday, January 24, 2014 from 6:30 – 9:30 pm. This is a free potluck dinner- first come first served basis. See Commissioner Frank Williams for details.

## **H. Housing Commission- Mr. Holcomb**

Commissioner Holcomb reported the 2013 Housing Commission in Review report is available on the back table and in the hallway.

## **I. Senior Committee-Ms. Langston**

Bloom Township: Senior Community Luncheon is this Thursday, January 19, 2014 'Welcome 2014' luncheon 'ringing in the New Year with Pete Relli Trio' at Glenwoodie Golf Course. Tickets will go on sale (deadline by Wednesday, February 12th) for the Wednesday, February 19<sup>th</sup> 'That's Amore' love Italian style with sounds of Frank Rossi. Senior chair exercise continues every Friday 10-11 a.m. Suburban Legal Assistance Clinic is every 4<sup>th</sup> Tuesday by appointment. Blood pressure screening held every third Wednesday by appointment. Assistance on health insurance selection, the Senior Insurance Program (SHIP) counseling is available. For low cost transportation within the township by Senior Wheels call 708-754-8200. Call the Bloom Township Senior Dept. 708-754-9400 ext. 244 for additional information and/or services. Events the Senior Committee sponsors: Zumba Gold classes are suspended due to lack of participants; FREE monthly blood pressure screening for all village residents and village employees in the Senior Center office Monday, February 3, 2014 from 1-1:45 p.m. and every 1<sup>st</sup> Monday; the paperback book exchange continues; the blood pressure and monthly senior movie 'Parental Guidance' is on Monday, February 10, 2014 co-sponsored with the McConathy Public Library. A flyer listing the village senior activities and movies are available in the lobby literature rack. A Senior Center survey is available for your interest and input. Fun Club meeting resumes every 2<sup>nd</sup> and 4<sup>th</sup> Sundays at 3:00 p.m. Sunshiner's next meeting will be on Monday, January 20<sup>th</sup> with nominations and elections of officers. The Leisure Timers will not meet until February 12th. This past Friday, January 10<sup>th</sup> several seniors participated in the social hour for various activities, thanks to committee member Larry Stewart. This program mirrors our summer program. SV Blue Grass continues every Sunday from 6-10 p.m. Golden Age on will meet this Wednesday, January 15<sup>th</sup> at Jones Memorial Community Center, 220 E 15<sup>th</sup> St., Chicago Heights – 10 a.m. social hour, 10:30 a.m. meeting with lunch at 11:30 a.m. Cost for lunch is \$5 – reservation, call 708-757-5395. Annual dues of \$5 for the year 2014 will be collected at the meeting. A workshop for the newly bereaved (within past six months) is on Tuesday, February 11, 2014 from 6-7 p.m. The event is sponsored by Horizon Hospice & Palliative Care, 3408 Vollmer Rd (Vollmer Rd & Governor's Hwy), Olympia Fields. Light refreshments will be served. There is no fee for the workshop, but reservations are required. Call 708-283-8150. A reminder to qualified seniors to complete and return their annual senior or freeze tax exemption application. The next Senior Committee meeting will be held on Thursday, February 13<sup>th</sup> at 5 p.m. The committee has scheduled the next Chili Cook-off for Saturday, March 29<sup>th</sup>.

## **6. CONSENT AGENDA**

**A. Motion to Approve Special Board Meeting minutes-December 10, 2013**

**B. Motion to Approve Board meeting minutes- December 10, 2013**

**C. Motion to Approve and Release: Executive Session minutes-**

- a. September 17, 2013
- b. October 1, 2013
- c. October 8, 2013- Moved to Item D

**D. Motion to Approve and Hold: Executive Session minutes-**

- a. September 10, 2013
- b. October 22, 2013
- c. November 12, 2013
- d. December 10, 2013
- e. October 8, 2013

**F. Motion to Approve an Ordinance Amending Article II (Enforcement and Administrative Adjudication) of Chapter 74 (Traffic and Vehicles) of the Village Code**

**G. Motion to Approve an Ordinance Amending Certain Sections of the Unified Development Code of the Village of Sauk Village (Marijuana Distribution and Cultivation facility)**

Mayor Hanks asked for any questions or comments on the consent agenda. Hearing none- Mayor Hanks asked for a motion to approve the consent agenda as amended. The motion to approve was made by Trustee Washington and seconded by Trustee Williams.

On roll call:

Ayes: Trustees Burgess, Morden, Myers, Poskin, Washington and Williams

Nays: None

Motion carried

## **7. ORDINANCES AND RESOLUTIONS**

### **A. Motion to Approve an Ordinance Establishing a Minimum and Maximum Setback Zone**

Mayor Hanks asked for a motion to approve. The motion to approve was made by Trustee Williams and seconded by Trustee Myers.

On roll call:

Ayes: Trustees Burgess, Morden, Myers, Poskin, Washington and Williams

Nays: None

Motion carried

## **8. NEW BUSINESS**

### **A. Motion to Approve Accounts Payables and Disbursements for December 11, 2013 through January 14, 2014.**

Mayor Hanks asked for a motion to approve the Accounts Payables and Disbursements for December 11, 2013 through January 14, 2014.

The motion to approve was made by Trustee Morden and seconded by Trustee Poskin.

Trustee Burgess stated the report from the Finance Director does not mention the need to move any money. Mayor Hanks stated Finance Director Rao reviews the situation daily and will alert the board when the need to move money does arise.

On roll call:

Ayes: Trustees Burgess, Morden, Myers, Poskin, Washington and Williams

Nays: None

Motion carried

## **9. MISCELLANEOUS COMMENTS FROM THE MAYOR AND BOARD OF TRUSTEES**

Trustee Poskin is looking for volunteers to form a sports association group to start the baseball program.

Trustee Washington commended the Public Works Department for the great job they are doing to keep the streets cleared and Village Clerk Williams for the email alerts. Trustee Washington recommended everyone to sign up for the alerts. Trustee Washington thanked everyone who helped with the Neighborhood Watch signs including her sister and husband.

Trustee Burgess thanked School District 168 for coming out and commended Trustee Washington for a doing a fine job and for everyone working together. Trustee Burgess thanked Trustee Washington for doing a great job with the Neighborhood Watch and the signs.

Mayor Hanks thanked the volunteers who participated in the efforts of the committees led by the trustees. Mayor Hanks stated he attended the basketball program on Saturday. The kids looked like they were having fun and the uniforms looked great. Mayor Hanks thanked the trustees and volunteers who are working on that program and encouraged other volunteers to work on getting the baseball program. Enbridge, Inc. has made a donation to upgrade our baseball fields. Mayor Hanks stated 2014 has started off on a good note!



**10. ADJOURNMENT**

Mayor Hanks asked for a motion to adjourn. The motion to adjourn was made by Trustee Burgess and seconded by Trustee Washington.

All Ayes

The meeting was adjourned at 8:07 pm.

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Mayor David Hanks

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Village Clerk Debra L. Williams

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, **JANUARY 21, 2014.**

**1. Call to Order**

**A. Roll Call**

Mayor Hanks called the meeting to order at 7:08 pm.

On roll call:

Present: Trustees Burgess, Morden, Myers, Poskin, Washington and Williams

**2. Micro Tech- USA- Mike Gillani**

Mike Gillani presented a proposal to reduce the cost of maintaining the technology network in all departments, reviewing and revamping the website, analyzing our current equipment for necessary updates or cost savings and reviewing all technology contracts in place including telephones and cell phones. Micro- Tech offers 24/7 support which includes one technician visiting the facilities on a weekly basis. This matter is still under review and will be placed on the February 4, 2014 agenda for further discussion.

**3. Municipal Solutions- Rita Miotti**

Rita Miotti presented a proposal for outsourcing the water billing. The costs were reviewed for the available options including monthly billing which may be easier for residents to pay a smaller bill, replacing postcards with full sheets which could have additional sheets included for current news and updates for the same postage or remain with bi-monthly billing with either postcard or full size sheets. Sauk Village would still perform the readings and perform troubleshooting with the assistance of Municipal Solutions. This matter is still under review and will be placed on the February 4, 2014 agenda for further discussion.

**4. Proclamation- Patsy Louise Wedmore-Nichols- Trustee Burgess**

A draft copy of the proclamation was submitted for board approval. Items #3 and 4 will be removed and the final draft of the proclamation will be read by Trustee Burgess during the January 28, 2014 Intergovernmental Relations Committee report. Trustee Burgess will deliver a copy of the proclamation to the family.

**5. Public Comment - All questions and comments must be directed to Mayor Hanks. Each speaker will be given three minutes to comment on the topic(s) of their choice. Each speaker will be allowed one opportunity to speak.**

Rose Langston asked if all water meters have been converted to digital, inquired about returned water bills and requested to have advance notice of events to be held in the Senior Center. Mayor Hanks apologized for the last minute notice for the request to use the Senior Center. Sauk Village is hosting the Chicago Southland Economic Development winter forum. Due to the overwhelming number of

RSVP's, the breakfast reception was moved to the Senior Center. Mayor Hanks thanked everyone who is participating in this event, including the volunteers, in advance. This is a great way to showcase Sauk Village. Mayor Hanks is not aware of any houses that currently have old meters. Meters are switched out as new occupancy occurs.

Judy Cast thanked everyone for their condolences on the loss of her great granddaughter. Judy thanked John Poskin for allowing the PLAN Group to assist Parks and Recreation in the Christmas Give away. Judy stated that the PLAN group was not mentioned in the papers and thanked the PLAN Group and all volunteers for their assistance. Judy stated it is hard to hear what is being said. Mayor Hanks stated someone will be investigating the microphones and speakers soon.

## **6. Miscellaneous Business**

### **Comments from the Trustees**

Trustee Williams stated Student Government fundraising is ongoing.

Trustee Burgess stated the Intergovernmental Relations Committee will meet Thursday, January 23, 2014 at 7 pm in the Village Hall. Trustee Burgess stated the Christmas giveaway was well attended and thanked the PLAN Group for their assistance. Trustee Myers supplied toys again this year. Trustee Burgess recommended that all trustees attend the CSEDC Forum on Friday. There is a lot of networking at these events.

Trustee Poskin thanked the PLAN Group for their help and looks forward to working with them in the future.

Trustee Morden thanked the PLAN Group for their help in the community.

Trustee Washington reported the Diversity Dinner applications are due tonight. Approximately 80 people are expected to attend the free event. Trustee Washington thanked everyone for their support of the Neighborhood Watch signs and Mayor Hanks for the proclamation. The Neighborhood Watch Committee will now meet on the second Monday of each month at 6:30 pm at the Fire Station.

Trustee Myers stated the PLAN Group did a fantastic job. Trustee Myers stated it was an honor to play a role again in the Christmas event. Trustee Myers is working with Chief Holevis on the Social Media ordinance. Be careful during the extreme weather conditions.

Mayor Hanks reported the department heads have signed off on a list of Team Values which include Integrity and Transparency, Trust and Respect for All, Teamwork and Partnerships Produce Winners, Improvement is our Lifeblood, Positive People Living to Full Potential and a Sense of Urgency. The board and other employees may want to also be included in this. Local and State officials, contractors, developers, etc. will be visiting Sauk Village on Friday. Parking lots will be empty. Elected officials and employees are asked to park behind the Community Center. School District 168 will open their lot for overflow. Spaces will be reserved for village residents. Sauk Village has received donations towards the refreshments. Volunteers are already working on the event. The information pertains to all of the Chicago Southland area. Mayor Hanks will present the opportunities available in Sauk Village.

DP Partners Representative Brian Quigley will speak on improvements and expansions in the TIF 3 area. Speakers will also be on hand to discuss Broadband and the Affordable Care Act. Over 200 people are expected to attend. Public Works, the Police Department and ESDA will handle traffic control. The event will take place from 8:30 am – 10:30 am.

## **7. Adjournment**

Mayor Hanks asked for a motion to adjourn. The motion was made by Trustee Burgess and seconded by Trustee Williams.

All ayes

The meeting was adjourned at 9:35 pm.

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Mayor David Hanks

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Village Clerk Debra L. Williams

MINUTES OF THE **REGULAR MEETING** OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF SAUK VILLAGE, HELD IN THE SAUK VILLAGE MUNICIPAL CENTER  
**JANUARY 28, 2014.**

**1. CALL TO ORDER**

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

**A. Pledge of Allegiance**

Mayor Hanks lead those assembled in the Pledge of Allegiance.

**B. Roll call**

Present: Trustees Burgess Myers, Poskin, Washington and Williams

Absent: Trustee Morden (called in)

**2. PUBLIC COMMENT**

**A. Public Comments- All questions and comments must be directed to the Mayor. Each speaker will be given three minutes to comment on agenda items only. Each speaker will be allowed one opportunity to speak.**

Judy Cast commented on water running from a vacant house on 223<sup>rd</sup> and Merrill causing dangerous conditions. Happy birthday to Trustee Burgess.

Rose Langston commented on the great job ESDA and Public Works is doing while short staffed, the village attorney for assistance with a recent FOIA and the Mayor and Human Relations Commission for a great job at Friday's events.

**3. REPORTS OF OFFICERS**

**A. Mayor's Report- Mayor David Hanks**

Mayor Hanks reported that agreements for the IEPA loan were signed Friday. The loan in the amount of \$4,868,923.00 was approved by the IEPA for the water improvement. The IEPA has also approved the contract award and a notice to proceed will be given within 60 days. The loan agreement and the consent order require that the village will complete the project within 365 days. Upon completion of the project, the village will submit an application to the IEPA for permit approval for the village's permanent vinyl chloride treatment equipment. Temporary equipment will remain in place and the village will continue to test its water supply to insure that no contaminants exist. The permanent equipment which will be installed will ensure that the village's water will be safe for consumption for the foreseeable future. Mayor Hanks thanked Robinson Engineering and Odelson & Sterk for their assistance to move things through the proper channels.

Mayor Hanks stated the Chicago Southland Economic Development Corporation Winter Quarterly forum held in Sauk Village on January 24, 2014 was a great success. Mayor Hanks thanked everyone involved for their help, including the department heads, Village Clerk Williams and resident volunteers. It was a huge joint effort by all. Visitors commented on the great volunteers and about our great facility. Mayor Hanks provided the welcoming speech to a crowd of over 200. Guest speakers included Senator Dick Durbin and Congresswoman Robin Kelly It was a great day for Sauk Village. Sauk Village is looking forward to hosting more events like this to showcase Sauk Village. Mayor Hanks thanked Enbridge, Inc. and Baxter and Woodman, Inc. for sponsoring the refreshments.

**B. Village Clerk – Mrs. Debbie Williams**

Village Clerk Williams reported Voter's registration for students who will turn 18 by November 4, 2014 will be conducted at Bloom Trail High School on February 4<sup>th</sup>. These students can register to vote and vote in the March 2014 primary. Sauk Village e-blasts are up and running and receiving rave reviews. Village Clerk Williams asked everyone to suggest that others subscribe. Village Clerk Williams stated she was proud to be a part of Friday's event. It was great meeting lots of new people and hearing all the positive comments about our staff and volunteers. Village Clerk Williams thanked volunteers Heidi Parker, Sharon Nowak, Linda Todd, Bob and Rose Ketcham, Pat Couch and Gary Holcomb. Mayor Hanks thanked Village Clerk Williams in her help for putting the event together.

Mayor Hanks mentioned if you signed up for email alerts and you are not receiving them check the SPAM filter. One incident has been reported that emails were not being received and that was found to be the cause after conducting an investigation.

Let the Village Clerk know if there are any issues with receiving the alerts. Email alerts are available to everyone, not just residents. This is a great way of letting others know what is happening in our community.

Mayor Hanks stated department heads were excused from tonight's meeting due to the inclement weather.

**C. Village Treasurer – Mr. Jim Griegel- Absent- No report**

**D. Village Attorney - Odelson & Sterk, LTD- Mike McGrath- No report**

**E. Village Engineer – Mr. Jim Czarnik**

Village Engineer Czarnik stated he is excited about the upcoming project. A preconstruction meeting will take place in a couple of weeks with the project starting in late February or early March.

**4. REPORTS OF TRUSTEES AND BOARD COMMITTEES**

**A. Parks and Recreation Committee- Trustee Poskin / Trustee Morden**

Trustee Poskin reported the next Parks and Recreation Committee meeting will be held on Thursday, February 6, 2014 at 6pm in the Community Center. The basketball program is ongoing. Games will continue every Saturday through April beginning at 11:00 am. Everyone is encouraged to come out and watch the games.

**B. Beautification Committee- Trustee Morden- Absent- No report**

**C. Ordinance Review Committee- Trustee Myers**

Trustee Myers stated Friday's event was great. Trustee Myers enjoyed hearing Senator Durbin's report. Trustee Myers also enjoyed the Diversity Dinner and thanked the entire committee for their work on the event. The next Ordinance Review Committee meeting will be held the third week of February if the ordinances currently under review by Chief Holevis are ready at that time.

**D. Intergovernmental Relations Committee- Trustee Burgess**

Trustee Burgess asked Mayor Hanks to read a proclamation honoring Patsy Louise Nichols- wife of the first Mayor of Sauk Village. Mayor Hanks read the proclamation and proclaimed January 28, 2014 Patsy Louise Nichols day. Trustee Burgess will deliver a copy of the proclamation to the Nichol's family.

**E. Neighborhood Watch Committee- Trustee Washington**

Trustee Washington reported the Neighborhood Watch Committee meetings will be moving from Thursdays at 7pm to Mondays at 6:30 pm starting February 10, 2014 in the Fire Station. Guest speaker Robert Brown will be there to explain the concealed carry laws.

**F. Public Relations Committee/ Community Outreach Partnership-Trustee Williams**

**Public Relations Committee-** Trustee Williams stated the February Public Relations Committee meeting was rescheduled for later in the month to accommodate Student Government Day judging. Trustee Williams stated judges are needed and fundraising is ongoing.

**COP-** The Community Outreach Partnership Committee meeting has been rescheduled to Tuesday, January 21, 2014 at 6pm. Mayor Hanks and Chief Holevis will be in attendance.

**5. REPORTS OF DEPARTMENTS, COMMITTEES & COMMISSIONS**

**A. Fire Department/ 911 Committee- Chief Stoffregen**

Chief Stoffregen reported the Fire Department responded to 22 calls in the past two weeks, including 5 car accidents, 6 fire alarms, 2 medical assists, 4 CO alarms, 3 gas leaks, 1 assist of other agency. Chief Stoffregen reminded everyone to watch out for elderly neighbors during this extreme cold weather. Mayor Hanks thanked the Fire Department for keeping the Fire Station open overnight during the extreme cold weather.

**B. Police Department- Chief Holevis**

Sergeant Sailsbery stated during the time period of January 15<sup>th</sup> to date the Police Department has responded to 640 calls for service including 46 for suspicious activity, 105 traffic related, 80 other services, 23 parking

violations, 49 burglar alarms, 44 ambulance assists and 63 building checks. The 62 arrests during that time period include 14 drug arrests. Chief Holevis reported he attended a large conference last week and met with several valuable contacts including vendors and manufacturers that can help the police department moving forward.

**C. Public Works Department- Mr. Weller- Absent- No report**

**D. Administrative Services Director- Ms. Jasinski- Absent- No report**

**E. Finance Director- Mr. Rao- Absent- No report**

**F. Sauk Village Homeland Security Agency- Mr. Johnson-(Absent) read by Chief Stoffregen**

Director Johnson reported over the past two weeks the department responded to 27 calls including 6 car accidents, 4 fire alarms 4 CO alarms, 3 gas leaks, 8 school patrols and 1 assist other agency.

**G. Human Relations Commission**

Trustee Washington thanked everyone who came to the Diversity Dinner. There were a lot of new people, great food and interesting topics for conversation. Trustee Washington recognized Commissioners Frank Williams and Steve Shymkus in the audience and thanked Village Clerk Debbie Williams, the sponsor of the new beautiful banner, School board members Melvin Stevenson, Sharon Davenport, Delores Green, Superintendent Travaglini and the Mayor and the trustees who did attend and support the event. Mayor Hanks stated the event was well attended with great food. Mayor Hanks stated he appreciates the working relation with the school board and acknowledged their participation in recent events.

**H. Housing Commission- Mr. Holcomb- No report**

**I. Senior Committee-Ms. Langston**

Bloom Township: Senior Community Luncheon for the Wednesday, February 19<sup>th</sup> theme is 'That's Amore' love Italian style with sounds of Frank Rossi at Glenwoodie Golf Course. Tickets sale deadline is Wednesday, February 12<sup>th</sup>. Senior chair exercise Fridays 10-11 a.m. Suburban Legal Assistance Clinic 4<sup>th</sup> Tuesday by appointment. Blood pressure screening held third Wednesday by appointment. Assistance on health insurance selection, the Illinois Senior Insurance Program (SHIP) counseling is available. Tax preparation is available by appointment. For low cost transportation within the township by Senior Wheels call 708-754-8200. Call the Bloom Township Senior Dept. 708-754-9400 ext. 244 for additional information and/or services.

Events the Senior Committee sponsors: FREE monthly blood pressure screening for all village residents and village employees in the Senior Center office Monday, February 3, 2014 from 1-1:45 p.m. and every 1<sup>st</sup> Monday; the paperback book exchange continues; the blood pressure and monthly senior movie 'Parental Guidance' is on Monday, February 10, 2014 co-sponsored with the McConathy Public Library. Friday senior social activity dates will be posted on the monthly calendar. A flyer listing the village senior activities and movies are available in the lobby literature rack. A Senior Center survey is available for your interest and input.

Fun Club meets every 2<sup>nd</sup> and 4<sup>th</sup> Sundays at 3:00 p.m. Sunshiner's elected 2014 officers on January 20<sup>th</sup>. Officers are Rose Ketcham, president, Bob Ketcham, vice president, Rose Langston, secretary, Leon Lindner, treasurer, and Claude Diamond, sergeant at arms. Their next meeting is on Monday, February 3<sup>rd</sup> at 7:00n p.m. The Leisure Timers first meeting of the year is on Wednesday, February 12<sup>th</sup> at 5:00 p.m. Ceramics Group meets every Wednesday from 8-11 a.m. The SV Blue Grass continues every Sunday from 6-10 p.m. Two Sundays this month were canceled due to the weather.

Golden Age on will meet this Wednesday, February 19<sup>th</sup> at Jones Memorial Community Center, 220 E 15<sup>th</sup> St., Chicago Heights – 10 a.m. social hour, 10:30 a.m. meeting with lunch at 11:30 a.m. Cost for lunch is \$5 – reservation, call 708-757-5395. Annual dues of \$5 for the year 2014 are being collected. The Cook County first installment tax bills were mailed with a due date of March 4<sup>th</sup>. A late penalty of 1.5% per month will apply. Reminder, qualified seniors must complete and return their annual senior or freeze tax exemption application in order to receive the exemption on the second installment.

Congratulations to the two successful (Mayor's and Human Relations) events held last Friday, January 24<sup>th</sup>.

Blood drive Sunday, February 16<sup>th</sup> from 9:00 a.m. until 1:00 p.m. Dieder Hall, St. James Catholic Church.

There will be no tax preparation at the McConathy Public Library, however, tax forms are available. The next Senior Committee meeting will be held on Thursday, February 13<sup>th</sup> at 5 p.m. The committee has scheduled their 6th Chili Cook-off for Saturday, March 29<sup>th</sup> and will be looking for chili chefs.

## **6. CONSENT AGENDA**

**A. Motion to Approve Committee meeting minutes – January 7, 2014**

**B. Motion to Approve Board meeting minutes- January 14, 2014**

**C. Motion to Approve Committee meeting minutes – January 21, 2014**

Mayor Hanks asked for any questions or comments on the consent agenda. Hearing none- Mayor Hanks asked for a motion to approve the consent agenda as amended. The motion to approve was made by Trustee Williams and seconded by Trustee Myers.

On roll call:

Ayes: Trustees Burgess, Myers, Poskin, Washington and Williams

Nays: None

Absent: Trustee Morden

Motion carried

## **7. NEW BUSINESS**

**A. Motion to Approve Accounts Payables and Disbursements for January 15, 2014 through January 28, 2014.**

Mayor Hanks asked for a motion to approve the Accounts Payables and Disbursements for January 15, 2014 through January 28, 2014.

The motion to approve was made by Trustee Williams and seconded by Trustee Myers.

Trustee Burgess asked for an update on the email he received stating that money will be moved. Mayor Hanks confirmed that money was moved to make payroll. The village board has discussed previously that there may be a need to move money until tax money is received. Mohan is instructed to notify the trustees when the need arises. A consensus vote is not needed. If anyone objects to the transaction they should contact Mohan immediately upon notification. In this case, an email was sent to the board and there were no objections. Trustee Burgess asked for clarification of the exact amount of the transfer and where the money was transferred from and a copy of the invoice to show what services were provided by REM. Finance Director Mohan Rao will provide that information. REM has concluded their investigation. Two individuals applied and the recommendation was given to Mayor Hanks. Chief Holevis agreed that the services provided by REM were great. Trustee Burgess asked if the lobbyist has been paid. Mayor Hanks stated they lobbyists have not been paid. The lobbyists were present at Friday's event.

On roll call:

Ayes: Trustees Burgess, Myers, Poskin, Washington and Williams

Nays: None

Absent: Trustee Morden

Motion carried

## **8. MISCELLANEOUS COMMENTS FROM THE MAYOR AND BOARD OF TRUSTEES**

Trustee Washington stated the Neighborhood Watch signs will be posted when the weather clears. Trustee Washington asked for advance notice when the sign at 394 and Sauk Trail will be posted in order to have a photo op. Trustee Washington asked for clarification on the loan amount and conditions. Mayor Hanks stated the IEPA loan in the amount of \$4,868,923.00 with a fixed interest rate of 1.9% will be used for new permanent air strippers at all three wells, iron removal system, frag tanks, etc... Well #3 has been shut down since 2009 and will be the first well to receive the new air stripper.

Mayor Hanks stated Public Works has been working tirelessly with the bad weather. They are aware of the situation reported by resident Judy Cast. They have tried to get a hold of the owners twice.



They are working day and night. Roads around Sauk Village have been closed and they are making sure our roads are cleared.

Trustee Burgess stated he has attended many economic development seminars. The seminar hosted by Sauk Village was one of the most well attended in the south suburbs. Many mayors, and for the first time a U.S. Senator, were in attendance. Trustee Burgess did discuss the need for help from the government to help pay the \$4.8 million dollars back. Trustee Burgess will follow up for his assistance to bring Lake Michigan water to Sauk Village. Trustee Burgess stated Sauk Village did a great job and thanked everyone who was involved, especially the volunteers who gave a personal touch to the event.

Trustee Washington stated Mayor Hanks did a great job on the power point presentation and represented Sauk Village well.

## **9. ADJOURNMENT**

Mayor Hanks asked for a motion to adjourn. The motion to adjourn was made by Trustee Williams and seconded by Trustee Poskin.

All Ayes

The meeting was adjourned at 7:46 pm.

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Mayor David Hanks

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Village Clerk Debra L. Williams