CALL TO ORDER

Mayor Burgess called the Committee of the Whole Meeting to order at 7:00 p.m.

ROLL CALL

On Roll Call, the following were present: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon. There were no absences.

Others in attendance: Village Clerk Marva Campbell-Pruitt, Director Joseph Wiszowaty
22 citizens were in attendance

Trustee Zupon moved, and Trustee Todd seconded a request to go into Executive closed session. All were in favor.

Mayor Burgess reconvened the Committee Meeting at 7:13 pm with all trustees responding present

DISCUSSION ITEMS

• C-MAP Presentation by Dir. Wiszowaty, Stephanie Pfeiffer & Maggie Jarr of C-MAP
  o Dir. Wiszowaty started the presentation and informed Trustees that the Village is nearing the end of the planning process, and it would likely end March. The next step is to set out the objectives for the Comprehensive Plan. He introduced Maggie Jarr of C-Map who sought approval for a Memorandum of Understanding (MOU) for the Staff Planner Partnership Program. Dir. Wiszowaty added that C-Map would be leaving a legacy that could be built upon for future planning. He reiterated that this entire process was of no cost to the Village.

  o Ms. Jarr introduced herself to the Board and provided her credentials and work experience. She also provided the annual plan to trustees. Ms. Jarr introduced the goals of the project and C-Map’s willingness to partner with the Village over the next couple of years. She outlined that she would be in the office twice weekly to support the programmer. She (Maggie) would start by interviewing staff and employees to develop an action plan to determine the activities of focus. She mentioned a possible joint meeting to bridge how the entities may work collectively.

    Mayor Burgess requested that the Memorandum of Understanding Agreement be included on the following Board Meeting’s agenda for consideration.

• Finance and Administration (Budget- Proposed vs. Actual)
Mayor Burgess reported that Dir. Judy Sutfin would not be in attendance as planned as she had an emergency. Mayor Burgess asked if there were questions to write them down for her later response.

Forensic Audit Request for Proposal
- Trustee Bernice Brewer presented an overview of past finance practice of the Village and informed that the purpose of the subjected matter was to draft an RFP to have a Forensic Audit conducted. She was clear that the request was not intended to accuse anyone of wrong doing. She asked that a Resolution be drafted, projected to cost $50,000.00 to $70,000 to accomplish the task. She identified the goals and purpose and asked the Trustees to review what was presented and plan future dialogue concerning the RFP.

- Trustee Brewer discussed a memo and her long-term efforts to obtain information concerning finances and invited Trustees to attend a meeting with her to review a list of documents. She added that an attorney drafted the memo requesting the meeting. She further asked that the RFP be an agenda item for February 19th Committee Meeting.
  - Trustee Zupon asked for a copy of the oral statement provided by Trustee Brewer. Being told it is not available, Trustee Zupon asked for a written paragraph outlining the purpose of the RFP.
  - Trustee Grant asked who would go through all the requested items outlined on the letter from the attorney and stated if it was a personal attorney, then the Village’s attorney should be present.
  - Mayor Burgess reiterated that the attorney’s presence is required as standard procedures and practices.

- Trustee Brewer stated that the letter did not reference an attorney being present.
- Trustee Carter asked if Trustee Brewer would assume responsibility for paying for the Forensic Audit; if there were plans to go through all items; and stated that 90% of the information is in the report provided by Dir. Sutfin.
- Mayor Burgess stated that he would consult with the Village’s law firm to determine how to proceed. He mentioned the A/P Report distributed every two weeks for approval
  - Trustee Grant asked who would pay for the Forensic Audit?
  - Mayor Burgess stated the price point is on the low end and that funds for the audit must be voted out by the Board

- Trustee Brewer stated that it is her right, according to IL 65 ilcs 5/ to inspect all records. If being denied, she asked that it be put in writing.

Annual Public Hearing to Report the Village’s Storm Water Permit Compliance Activities
- Mayor Burgess announced a Public Hearing planned for February 12th at 6:45 to be presented by the Village engineer, Jim Czarnik.

Emergency and Mass Notification System
- Village Clerk Marva Campbell-Pruitt introduced an Emergency Alert Notification System utilized by several neighboring communities called CodeRed. She provided materials from the OnSolve company and stated she had one other company that outlined similar technology. She provided the costs and sought to determine interest for a formal webinar at the next Committee of the Whole Meeting. Director Allen Vavrik spoke to his personal and professional use of the program in his community and his recommendation for continued exploration by the Board. A couple of discussion items were:
- How residents would be engaged
- Who would be responsible for heading up this initiative
- What happened to the Website and if department heads would have access.

Trustees expressed interest in a demonstration by the OnSolve Company for the February 19th meeting.

**PRESENTATIONS OF ITEMS RECOMMENDED TO BE PLACED ON THE AGENDA FOR ACTION AT THE NEXT REGULARLY SCHEDULED VILLAGE BOARD MEETING**

- A Resolution for Improvements Under the Illinois Highway Code
  - Mayor Derrick Burgess stated that drafting a resolution for MFT Funds is an annual occurrence. This year the Village would seek $320,000.00 for improvements on 221st Street from Sauk Trail to Orion. He spoke of consideration to include Paxton and the curve. The Resolution must be presented to IDOT. The Mayor asked that Approval of the Resolution be included on the agenda for consideration for the February 12th Board Meeting.
  - Trustee Brewer mentioned the impending application for the Block Grant and asked why we would expend MFT and Block Grant funds for the same area. The Mayor stated that the CDBG funding is not guaranteed. The Mayor stated that this is a preliminary project, that CDBG funding is an annual initiative for only qualifying areas and that we would seek to approve a resolution for those funds in March.

- An Ordinance Amending Chapter 6 “Alcoholic Beverage Establishments”
  - Mayor Derrick Burgess stated that the Ordinance would be to govern R2 and R3 licenses for the parlors and the hours of operation. He stated that he wished to amend daily hours of operation from 8:00 – 2 am and Sundays from 12 – 12.
    - Trustee Zupon mentioned the bullet points as noted does not speak to what was presented. After discussion, it was agreed to re-write the qualifiers and to delete point 3 to reflect no selling of alcohol from 2 a.m. – 8 a.m.

**PUBLIC COMMENT**

D. Williams stated that she had sent a letter to join the Finance Committee with no positive response; Operation Transfers was a new concept; the Accts/Payable report as presented, does not allow Trustees to know what they are voting on and that review should be done in advance; and that CodeRed is a much-needed program.

Mr. Rylander reported on a public safety issue, particularly with the wild coyotes roaming in the neighborhood.

C. Boetcher thanked the Village Clerk for bringing forth information on CodeRed; thanked the Police and Chief White as he is very polite to everyone and he cares; asked about the process for hiring additional officers; asked if Trustee Carter had reached out to the recommended programs; hiring for the Community Center; why Dir. Wiszowaty needed an assistant and where were the funds derived to pay for the position.
P. Couch noted an item not on the A/P and asked how the tree was paid for; the dog issue and a Jan 23rd attack on her. She stated that she had called Chief White and dispatch, an officer came and wrote a report and visited the home of the owner, she called Cook County, they had to wait for Chief White to call them and that she had not heard from the Chief; she mentioned ongoing gun shots; and if the officers’ shortage of pay had it been resolved.

G. Bell mentioned the meeting regarding his punch ins a few weeks back; it took 18 minutes for an ambulance and Fire Dept to respond to a call.

Mayor’s responses:

- A/P suggestion of meeting in advance. Mayor Burgess stated that Trustee have time to ask questions in advance and at the Board Meetings and that the tree needed to be replaced as well as other items. Joining a committee is up to the committee chairman to accept members.
- Coyotes running wild. Coyote presence has been constant in the area; he stated that he would check with the Sheriff’s police to determine what agency needed contacting.
- Hiring of police, the steps to hire new police are being put in place; Community Center has had volunteers. No one willing to work part time so, the Village would continue with volunteers; Hiring a person, when a person resigns, they are using those budgeted positions to fill vacancies. There is no excess being spent.
- The Christmas Tree was voted upon. The previous tree was aged and needed replacement; funds came from the budget to upgrade, next would be the lights across Jeffery; and that this must be upgraded as nothing lasts forever; shootings can only be deterred, not stopped. He hoped that people would begin to value life and that the Village would be hiring more officers; and he cannot discuss payroll and punching into duty.

**General Comments from Mayor & Trustees**

Trustee Todd had no comment.
Trustee Carter had no comment.
Trustee Tates had no comment.
Trustee Grant thanked D. Williams for attending the committee meeting. He addressed the consideration for meeting in advance to discuss invoices and stated the review is too labor/ time intensive to review an hour prior to the meeting.
Trustee Zupon announced the Public Safety Meeting the next day at 7pm. She stated that coyotes would be more active as it is mating season.
Trustee Brewer thanked the police, and fire departments for outstanding work efforts over the past week. She emphasized the importance of getting detailed financial information and stated that the Finance Director was not open with her or residents.

Mayor Burgess spoke on the De-annexation and Boundary Agreement between Sauk Village and Crete.
ADJOURNMENT
Having exhausted the agenda and discussions, Mayor Burgess called for a motion to adjourn. Trustee Zupon moved, and Trustee Brewer seconded the motion to adjourn at 8:40 p.m. All Ayes.

/s/ Mayor Derrick N. Burgess

/s/ Village Clerk Marva Campbell-Pruitt
The special meeting was called by Mayor Derrick Burgess of the Village of Sauk Village. Notice was issued in accordance with the Illinois Open Meetings Act.

1. **Call to Order**

   Mayor Burgess called the Special Meeting to order at 6:45 p.m.

2. **Roll Call**

   On Roll Call, the following were present: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon. There were no absences.

3. **Discussion** – Village Engineer Jim Czarnik, PE led the Public Hearing, in accordance to the tenets of the Annual IEPA Stormwater Compliance permit. He provided a brief overview of the intent and proceeded to discuss the following:

   **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)**

   Required by Illinois Environmental Protection Agency (IEPA) in accord with Village’s Notice-of-Intent (NOI) for the Illinois General Permit ILR 40 (permit is performed on a 5-year cycle; next NOI due by 10/1/20 for new permit cycle beginning in 2021)

   I. Introduction and General Description of NPDES (National Pollutant Discharge Elimination System) permit for MS4 (Municipal Separate Storm Sewer System) communities
GOAL – Eliminate pollutants from entering storm sewer system/detention ponds and depositing into rivers, lakes, creeks, which are the ultimate outlet points. For Sauk Village, these would be the Lansing Drainage Ditch and Deer Creek.

II. Six Required Minimum Control Measures (MCMs)
1) Public Education and Outreach
2) Public Involvement and Participation
3) Illicit Discharge Detection and Elimination (IDDE)
4) Control of Construction Site Storm Water Runoff
5) Post-Construction Storm Water Management
6) Pollution Prevention/Good Housekeeping

III. Annual Activities Moving Forward
   o An annual report is made to the IEPA each year by June 1
   o Ordinances and the storm sewer atlas are reviewed yearly
   o Public Works will conduct in-house training for good housekeeping practices
   o Public Works will mow and remove litter from detention ponds
   o Public Works is participating in a watershed group organized to implement control measures that will reduce chloride contamination in the watershed’s receiving streams
   o Robinson Engineering will ensure that developments comply with stormwater ordinances and floodplain regulations

4. Public Comment

   There were no comments

5. General Comments of the Mayor and Trustees

6. Adjournment

   Having completed the business of the stated Special Meeting, Trustee Zupon moved and Trustee Carter seconded a motion to adjourn at 6:55 p.m. All were in favor.

   /s/Mayor Derrick N. Burgess

   /s/Village Clerk Marva Campbell-Pruitt
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4. PUBLIC COMMENT

   There were no comments

5. GENERAL COMMENTS OF THE MAYOR AND TRUSTEES

6. ADJOURNMENT

   Having completed the business of the stated Special Meeting, Trustee Zupon moved and Trustee Carter seconded a motion to adjourn at 6:55 p.m. All were in favor.

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt
JOURNAL OF PROCEEDINGS

Regular Board Meeting
of
the Corporate Authorities
Village of Sauk Village

SAUK VILLAGE MUNICIPAL CENTER
21801 TORRENCE AVENUE
SAUK VILLAGE, ILLINOIS

Tuesday, February 26, 2019
7:00 PM

1. Call to Order: Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

   a) Pledge of Allegiance: Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance.
   b) Roll Call: Present: Trustees: Brewer, Carter, Grant, Tates, Todd and Zupon
      Absent: None
      Roll Call by Trustee Beth Zupon

   Staff Present: Engineer Jim Czarnik Fire Chief Al Stoffregen EMA Director Allen Vavrik
                 Public Works Dir. Kevin Weller Econ. Development Dir.
                 Joseph Wiszowaty

   Others in Attendance:

2. MOTION TO RECESS TO EXECUTIVE SESSION
   n/a

3. MOTION TO RECONVENE REGULAR BOARD MEETING
   n/a

4. APPROVAL OF MINUTES
   a) Trustee Zupon moved and Trustee Carter seconded a Motion to Approve the Journal of Proceedings for the Special Meeting of December 4, 2018

      On Roll Call, the following voted:
      Ayes: Trustees Brewer, Carter, Grant, Todd, Zupon
      Nays: Trustee Tates
      Motion Carried
b) Trustee Carter moved and Trustee Grant seconded a Motion to Approve the Journal of Proceedings for the Regular Board Meeting of January 8, 2019

**On Roll Call, the following voted:**
Ayes: Trustees Brewer, Carter, Grant, Todd, Zupon
Nays: Trustee Tates

**Motion Carried**

5. **Public Comment**

J. Cast – commented about a pit bull on 221st St and the lack of getting anything done about it. Said the PD needs to take a stand about it. Said she will shoot it if it approaches her. Feels the situation’s been handled poorly because of who’s complained about it.

P. Couch – commented about a dog; she was upset the Police Chief wasn’t present; she said the Chief called her this week.

R. Ketcham – commented that Bluegrass will not be in session until Mid-April (14-Apr) at the earliest due to illness.

H. Parker – commented about the State of the Village Address, asked why there was no advance notice. Asked if Committee meetings are a vehicle to discuss upcoming business; if so, how can you prohibit a Trustee from speaking about a topic she brought forward?

B. Hopkins – said she feels the Mayor panders to the businesses, but they’re not keeping their areas clean. She feels McDonalds is filthy. Commented about not seeing garbage cans outside of the businesses and doesn’t witness customer service. Hopes the Mayor has some respect for the residents in his plans going forward.

F. Williams – commented about having a South Suburban Youth Coalition on March 25th. Asked the Mayor to please do something about the dog situation.

D. Williams – commented about Social Media. Brought up her FOIA, which she said is still unanswered since August 2018 for Accounts Payables.

M. Escobedo – commented about Social Media.

**Mayor Burgess’ Responses:**

- Said he was sorry to hear someone would shoot a dog. Said the Police Chief said he has talked to the people in question, but he cannot do anything unless he sees the dog outside (he can’t go on hearsay). He will follow up with the Chief and have him contact her.
• Regarding the Business After Hours and the State of the Village Address, it was announced ahead of time, so he was not sure why someone would not have known about it, as it was publicized.
• If anyone feels businesses are not being kept clean, they should reach out to the County Health Department with specific concerns. Regarding their garbage outside, they do get cited by Village Code Enforcement if they violate Village Ordinances.
• Reiterated he does not discuss Social Media.

6. REPORTS OF OFFICERS
a) Mayor’s Report - Mayor Derrick Burgess:
   • Announced a notification from Local 134 Electrical Workers, registration for apprenticeship opportunities at their 6201 W 115th St. March 4th through March 15th. Need a Driver’s License and original Social Security card.
   • Read and presented a proclamation to Amon Darnall, for 45 years of Service to Sauk Village and EMA.
   • Read and presented a proclamation to Alan Stoffregen for 50 years of Service to Sauk Village and the Fire Department.

b) Village Clerk – Ms. Marva Campbell-Pruitt:
   • Trustee Zupon read the Clerk’s report in her absence, which will be filed with the certified minutes.

c) Village Engineer – Mr. Jim Czarnik
   • Mr. Czarnik said they are preparing the CDBG application for next year’s road improvements program, which is due at the end of March. He added they are currently designing this year’s MFT/CDBG program; they expect to have it ready to go out for bid by late spring or early summer.

d) Treasurer’s Report – Mr. Anthony Finch
   • Mr. Finch said he’s holding off on issuing a Treasurer’s report until he has a better grasp on things.

7. REPORTS OF DEPARTMENTS
a) Finance & Administration – Interim Director Anthony Finch
   • Mr. Finch said we should have the audit within 3 weeks. He has started on the water reconciliation, which includes the shut off list. He is also auditing Accounts Payable billing and invoices, making sure appropriate procedures are in place. Trustee Grant asked about tonight’s Accounts Payable; it shows some items with 2016 invoice dates on them, he asked Director Weller why they are being paid now. Director Weller said the previous Finance Director brought those to his attention. Trustee Brewer asked about a format change in tonight’s Accounts Payable; Mr. Finch said it’s related to the Civic upgrade.
b) Fire Department – Chief Al Stoffregen
   • Chief Stoffregen reported the Fire Department responded to 21 calls for service the previous 3 weeks, with no major events.

c) Police Department - Chief Malcolm White
   • Chief White was not present, but the Mayor read his report about the Chief having attended a roundtable event sponsored by Congresswoman Robin Kelly on February 20th.

d) Emergency Management Agency - Director Allen Vavrik
   • Director Vavrik reported having responded to 14 calls for service over the past 2 weeks. He commented about having attended the Community Partnership meeting the previous evening and mentioned upcoming training and SMART meetings.

e) Public Works – Director Kevin Weller
   • Director Weller commented on fire hydrant replacement, snow events, lift truck repairs, small jobs the department is undertaking, street light repair, the new stump grinder, downed trees from the recent wind storm, the north side water shut off list, and the new Fire Department and Public Works vehicles.

f) Economic Development - Director Joseph Wiszowaty
   • Director Wiszowaty read a report which will be filed with the certified minutes.

8. Reports of Trustees, Standing Committees and Comments

a) Public Services Committee - Trustee Bernice Brewer
   • Trustee Brewer said last week, she discovered the books haven’t been closed since August 2018. That tells her the Village doesn’t know what revenue has been collected since then. She said the Board hasn’t received the billing summary that we used to receive. Said she is going to file suit because she isn’t comfortable with knowing what the Village finances are.

b) Budget & Finance Committee - Trustee Rodrick Grant
   • Trustee Grant said there was no Finance Committee meeting last week, but they will meet next month. He responded to Trustee Brewer’s comments about the Village’s books; he said they are closed as of December 31st.

c) Housing and Intergovernmental Relations Committee - Trustee Cecial Tates
   • Trustee Tates had no report.

d) Ordinance Review Committee - Trustee Linda Todd
   • Trustee Todd said the committee will meet March 4th at 11:00 am in the rotunda. She wanted to thank Clerk Campbell-Pruitt for the codification; she’d like to see the codification included in the budget each year. Trustee Todd commented about the Treasurer and the
need for seeing some of the reports; reiterating the need to see them. The Mayor said he will ask Mr. Finch about those.

e) Public Safety Committee – Trustee Beth Zupon
   • Trustee Zupon said the next Committee meeting would be Wednesday, March 6th at 6:00 pm in the rotunda.

f) Community Outreach – Trustee Ronald Carter
   • Trustee Carter said they finally have a volunteer and commented about what slows things down (lack of money and volunteers).

9. Reports of Committees and Commissioners
   a) Senior Advisory Council – Chairman, Emmett Farmer
      • No report

10. Unfinished Business
   a. Trustee Carter moved, and Trustee Grant seconded a motion to approve an Ordinance Amending Chapter 6 “Alcoholic Beverage Establishments”

   Comments:
   • Trustee Todd asked if we are now separate from Crete, because the Ordinance still says Will County. The Mayor said it will be removed before it is filed (if approved).

   On Roll Call, the following voted
   Ayes: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon
   Nays: None
   Motion carried

11. New Business
   a. Trustee Carter moved, and Trustee Grant seconded a motion to approve Accounts Payable and Disbursements Dated 02/26/2019 for $412,024.85.

   Comments:
   • Trustee Grant commented about several seemingly old invoices from S&K Security Corp, dating back to 2016. A conversation followed about removing those invoices along with Sam’s Club Direct invoices from 2017 and 2018. Both Trustees Carter and Grant rescinded their motion and second.
   • Trustee Grant then moved, and Trustee Carter seconded a motion to approve the Accounts Payable dated 2/26/19 for $412,024.85 LESS all 2016 invoices from S&K Security Corp and the 2017 & 2018 Sam’s Club Direct invoices.
• Trustee Brewer mentioned a memo requesting copies of a bunch of invoices; the Mayor said they’ll get to it as soon as they can.

On Roll Call, the following voted:
Ayes: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon
Nays: none
Motion carried

12. Adjournment
Having exhausted all agenda items and completing the business of the day, Mayor Burgess called for a motion to adjourn. Trustee Zupon moved, and Trustee Carter seconded the motion. All were in favor and the meeting adjourned at 8:21 pm.

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

Minutes Recorded by Trustee Beth Zupon