Journal of Proceedings
Village of Sauk Village
Committee of the Whole
Village Board of Trustees
21801 Torrence Avenue, Sauk Village, IL 60411

Tuesday, January 15, 2019
7:00 p.m.

CALL TO ORDER
Mayor Burgess call the Committee of the Whole Meeting to order at 7:00 p.m.

On Roll call the following were present: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon

DISCUSSION ITEMS

Mayor Burgess distributed a report outlining the amount of funds that Department Heads’ requested for their “wish lists.” The total is within the realm of funds set aside by the Reserved Funds.

- Trustee Zupon stated that it would be beneficial to know what items/initiatives comprised the dollar amount requested. She had hoped to see the actual list.
- Mayor stated that we would not dictate what they may purchase. Trustee Zupon countered that the Mayor had been originally asked for a list to be brought before the Board in making the determination. She asked to see what was on the list and what was still on the table that they could not obtained, i.e., what would they get and what would they not get because of limitation of funds.
- Mayor Burgess offered to table until the actual list can be made available.
- Trustee Grant asked the actual list and how soon would the funds be available for use. Mayor Burgess replied that items not able to be secured, could it be included in the next budget round.
- Trustee Carter asked if we wanted to micro-manage the Department Heads. He recommended that Trustees allocate the funds and allow them (Department Heads) to make the needed transactions.
- Trustee Zupon reiterated that she had not asked to hold up movement. She simply wants to see the lists. Mayor stated that he would provide it.
It was decided that there was no need to add to the agenda the following:

- Mayor Burgess stated that there was no need to add the RFQ for Invest in Cook Grant as the County had confirmed approval of the grant.
- Revision of RFP for landscape services as there were provisions to extend the contract and that there was no need to reissue an RFP as the landscaper performed as expected.
  - Trustee Brewer asked for a Vendor history, payment and how much was left in the budget for the grant. Did we cover the 112 houses?
  - Mayor Burgess stated that the grant and contract were not only for landscaping.
- Policy for Election Canvassing/Campaigning Mayor spoke of the gentleman’s agreement that no campaign material would be in the Rotunda. He asked if the Trustees wanted the subject to be included on the following agenda. Trustee Brewer stated that she did not wish to see a policy rushed through because of the upcoming election. It was decided that the Clerk would draft the policy.

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

- Mayor Burgess explained that the Resolution for Maintenance Under the Illinois Highway Code was for MFT funds and that the procedure must be completed annually. He reported that the Village would seek $120,000 and would likely get $100,000.00. It is imperative to take a vote at the following Board Meeting.

**PUBLIC COMMENT – 18 RESIDENTS WERE PRESENT**

J. Cast reportedly had a recording of a dispatch call where there was no response from Village Hall. The police had to come to see if staff were at the front desk; she asked when was the last time officers received an uniform allotment?

L. Washington commended Trustee Zupon for insisting that Trustees know funds being allocated and its purposes; she spoke on the proposed canvassing policy and stated that if there was an ordinance and if violated, what can be done; she presented a product that staff distributed on Social Media.
D. Williams took exception for how payroll is listed and the non-payment of police officers; she cited the need for a written policy on electioneering as it had only been discussed in the past; and that Town Hall Meetings should be brought back as three minutes to speak is not enough.

C. Boetcher discussed the need for Trustee Carter to call back the individual with the arts program brought forth by the Village Clerk and asked if the process had been started to hire additional police.

P. Couch asked about the fire hydrants, the number working and the number of ones that are inoperable. She stated that it needs to be addressed as it affects homeowners’ insurance; and she reported that the dog issue had not been resolved; and that our police cars not able to keep up with offenders’ cars.

R. Lupian Eastman stated that she is part of a girl/boy scout den and that she appreciated the Police Chief meeting with the children.

D. Stevens reported that he previously ran a youth program in the Village and asked to have information for restarting a like program.

Mayor Burgess’ Responses
- If a resident called Village Hall and a message is left, someone should call back. He asked to be informed if that is not the case.
- Officers receive a uniform allowance annually. He has not seen mold in the basement. What can be done if a rule is broken. No arrest needed, but the person can be removed. Report on salaries to be broken down will be researched.
- Every person had been paid who worked hours. Thus, it is not if an employee pay was short, there are provisions to address that issue, FB is not the avenue to address this issue.
- Town Hall Meetings cannot be a complaint session and is not designed to
- Fire Hydrants is a big issue. He promised to provide a list. He announced a low interest loan being researched to rectify this issue.
- Hiring of police, there are plans to hire one or two based upon the business revenue, not be from raised taxes.
- Saw the presentation, the program for physical fitness has interest. Trustee Carter will be in contact with the individual.
• Trustee Grant announced the meeting of the Finance Committee the following night.

• Trustee Brewer asked about the $1,000 spent for the firing range and if it was in the budget.
  - Mayor Burgess stated that the officers had to qualify so this arrangement is good for the Village as it is $1,000 for two years.
  - Trustee Zupon stated that officers were going to Joliet prior to the agreement.

• Trustee Brewer asked about the expense of $335.00 for a remote starter. Mayor Burgess informed her to speak with the Finance Director. She stated that she had asked for several reports from Dr. Straighter.... she asked for a forensic audit and asked that it be placed on the agenda at the next Committee Meeting for discussion.

Who was the volunteer over the Community Center, if the person has had a background check.

**ADJOURNMENT**

Trustee Carter moved, and Trustee Tates seconded a motion to adjourn the meeting at 8:14 p.m. By unanimous Voice Vote, the motion carried.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk
CALL TO ORDER: In Mayor Burgess Absence, Village Clerk Marva Campbell-Pruitt called the meeting of the Corporate Authorities to order at 7:00 p.m.

She entertained a motion to determine who would serve as Mayor Pro Tem.

It was moved by Trustee Carter and seconded by Trustee Zupon to appoint Trustee Rodrick Grant as Mayor Pro Tem.

On Roll Call, the following voted:

Ayes: Trustees Brewer, Carter, Grant, Tates, Todd, Zupon
Nays: None

Motion Carried

Pledge of Allegiance: Mayor Pro Tem Rodrick Grant led the constituency in reciting the Pledge of Allegiance.

Roll Call: Present: Trustees: Brewer, Carter, Grant, Tates, Todd and Zupon
Absent: None

Staff Present: Engineer Jim Czarnik  Police Chief White  Econ. Dev. Director Joseph
Finance Director Judith Sutfin  Fire Captain Dennis  Wiszowaty
Synowiec  EMA Director Allen  Public Works Director Kevin
Vavrick  Weller

Public Attendees:

APPROVAL OF MINUTES
• Trustee Carter moved, and Trustee Zupon seconded the Motion to Approve the Journal of Proceedings for the Regular Board Meeting of August 28, 2018.
On Roll Call, the following voted:
Ayes: Trustees Brewer, Carter, Grant, Todd, Zupon
Nays: Tates
Motion Carried

• Noting ten adjustments, Trustee Zupon moved, and Trustee Carter seconded the Motion to Approve the Journal of Proceedings for the Regular Board Meeting of September 26, 2018.

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

• Noting eight adjustments, Trustee Zupon moved and Trustee Carter seconded the Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 13, 2018.
  o Comments
    (a) Trustee Brewer requested copies of the revised minutes.

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

• Noting twelve adjustments, Trustee Zupon moved, and Trustee Carter seconded the Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 27, 2018.

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

• Noting seven adjustments, Trustee Zupon moved and Trustee Carter seconded the Motion to Approve the Journal of Proceedings for the Regular Board Meeting of December 11, 2018

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

Motion Carried
PUBLIC COMMENT

J. Cast informed that she attended a Police Pension Meeting and was informed that Police Negotiations had not met for two months; she asked why we’re paying for a service not being rendered? Police are not getting paid in the manner they should. She suggested to use the reserve money; asked where her tax dollars were going and suggested to transfer funds as needed to correct the policemen’s pay.

L. Washington spoke on the posting for two staff members, with one being for the Economic Director; funds taken from the former Finance Director to give to the current; Where is the money coming from. She recalled the requested stipend of $10.00 to give to a Deputy Clerk to assist with minutes production.

M. Escobedo spoke on Social Media; why an assistant was needed for the Dir. Wiszowaty and talked about the trustees who are not doing their jobs; and she mentioned Karma.

R. Eastman thanked the Police Chief for efforts with the children; a full-time assistance for the Economic Develop could be used to hire a police officer.

- Mayor Pro-Tem Grant stated that the comments will be forwarded to the Mayor

REPORTS OF OFFICERS

- Mayor’s Report - Mayor Derrick Burgess absent, No Report
- Village Clerk – Ms. Marva Campbell-Pruitt
  - Announced the availability of three calendars and schedules for Meetings, Recycling & Trash Pickup and Payroll Dates;
  - Announced the Grant for Open Spaces for trees. Asked for a show of hands for those willing to volunteer;
Village Engineer – Mr. Jim Czarnik read a written report, and provided information on a program that would be paid for with MFT and CDBG funding already dedicated to the Village. The require resolution and agreement would come before the Board at the first Board meeting in February. The report will be filed with the certified minutes.
  - Trustee Brewer asked if the project includes where the recent water main break occurred; and she asked about the footage of pipes that had been repaired
- Treasurer’s Report – Mr. Anthony Finch Absent. No report.

REPORTS OF DEPARTMENTS

- Finance & Administration – Director Ms. Judith Sutfin Closed books and promised to provide a financial report on budgets vs. actual. To be shared at the February Committee Meeting.
- Trustee Todd requested a copy of the report and stated that she did not get a sewer bill and was told it would be investigated; Asked for three reports on Fridays, rather than the day of the meetings.

- Trustee Brewer asked about the future training; questioned positions to be filled; asked if police got their full pay. Mayor Pro Tem stated that it was improper. The Attorney provided guidance and was told, “everything is current;” she asked if additional funds were paid to the administrative assistive being paid to the FOIA Clerk; Atty Mc Grath informed how the question can be made. Additionally, Trustee Brewer asked about:
  - Billing and usage statement and was told, it would be accounted for and explained at the next Committee Meeting. The financial reports and the Budgets will reflect those dollar amounts.

  - Why the Village sought a loan when the funds are already available. Engineer J. Czarnik responded that the Village was offered a 20-year period for water improvement.

- Fire Department - Fire Captain Synowiec read and provided a written report that listed the activities and statistics that occurred over the last two weeks. The report will be filed with the certified minutes.

- Police Department - Chief Malcolm White reported 418 calls of service and stated that he did not have an accurate account for arrests. It will be filed with certified minutes.

- Trustee Brewer asked about the allocation of funds for the range for two years; how could we pay $500.00 for the second year, if it was not in the budget for the following year; did we get a written agreement from Lynwood and who authorized payment for the use of firing range. Chief White explained that it was efficient to do so, and it was in writing.

- Emergency Management Agency - Director Allen Vavrik reported his work in conjunction with the Fire calls and training events with Smart.

- Public Works – Director Kevin Weller announced a water main break; the trucks with impairments needing repair; inside jobs requiring maintenance and lamp repairs and maintenance of air strippers. It will be filed with certified minutes.

- Economic Development - Director Joseph Wiszowaty read a written report that he would be interviewing for an Administrative Assistant. It will be filed with certified minutes.
REPORTS OF TRUSTEES, STANDING COMMITTEES AND COMMENTS

• Public Services Committee - Trustee Bernice Brewer stated that her report was incomplete as she had not received information requested.
• Budget & Finance Committee - Trustee Grant reported that the committee met the previous Wednesday; he discussed a proposal to present to the Board in another month to determine how to utilize the funds generated by revenue and sales tax from the sale of property.
• Housing and Intergovernmental Relations Committee - Trustee Cecial Tates had no report.
• Ordinance Review Committee - Trustee Linda L. Todd had no report.
• Public Safety Committee – Trustee Beth Zupon announced that the committee would meet next month Feb. 6th at the normal time and place.
• Community Outreach – Trustee Ronald P. Carter had no report.

REPORTS OF COMMITTEES AND COMMISSIONS

• Senior Advisory Council – Chairman, Emmett Farmer was not present.

UNFINISHED BUSINESS

a. Update on Ordinance Number 18 – 021 (Disconnection of property for the Village of Crete to Annex the property) and Boundary Agreement.
   o Mayor Pro Tem Grant stated that the Ordinance requires a few tweaks and asked that it be tabled and would be discussed later for a vote on February 12th.

NEW BUSINESS

a) Motion to Approve Accounts Payable and Disbursements Dated 01/ 22/2019 for $334,276.94
   o Trustee Brewer asked to remove three items from Accounts Payable as she questioned Atty Lapp’s charges, the charges for Human Resources and the negotiations for the Lapp Group for police grievances. She was advised that a motion and second are needed prior to comments/debate.
   (a) Trustee Brewer moved to remove the items separately. There being no second, the motion failed.

It was moved by Trustee Carter and seconded by Trustee Zupon to approve Accounts Payable and Disbursements for $334,276.94.

Comments

o Trustee Todd stated for the record, that HR billed for 17.45 hours, opposed to the 17 hours approved and Receiving A/P on meeting day is unacceptable.
o Trustee Brewer stated that the Lapp Group was never brought before the board for approval; it appears double-dipping is occurring; and the settlement agreement concerning the failure to respond to a FOIA Request is a waste of funds.

o Trustee Zupon stated that the Atty Fees cited two different amounts, and it is proper, as one amount is for police grievances and the other for adjudication

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

Motion Carried

b. Trustee Zupon moved, and Trustee Carter seconded a motion to approve a Resolution for Maintenance Under the Illinois Highway Code. (MFT funds)

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

c. Trustee Zupon moved and Trustee Carter approved the Motion to Approve Budget Amendments for the Departments’ Requests for Funds in the Amount of $251,688.00.

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

Adjournment

Having completed the business of the day and there being no further business to address, Trustee Carter moved and Trustee Zupon seconded the motion for adjournment at 8:11 p.m. The voice vote was unanimous.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk