CALL TO ORDER

Mayor Burgess called the Committee of the Whole Meeting to order at 7:03 p.m.
On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Others in attendance: Police Chief Malcolm White, Adm. Chris Williams, Staff Planner Maggie Jarr.

MOTION TO RECESS TO EXECUTIVE SESSION – MOVED TO THE END OF THE AGENDA

DISCUSSION ITEMS

- US EPA Brownfields Assessment Grant and Revolving Loan Fund
  - Presentation by Cook County Department of Environment and Sustainability (Kevin Schnoes, Jessica Schumacher), Delta Institute (Jack Eskin), and Village Staff, Maggie Jarr
    - Ms. Schumacker provided an introduction of self and an overview of the program.
    - Mr. Eskin spoke on the process for involvement, criteria, and funding available. Sauk Village is one of three Villages in the Southland in consideration. The goal of the program is to promote Economic Development. He spoke on site selection and prioritization. Cook County awarded $600,000.00 to identify the possibilities of land contamination. The project is 100% funded by the grant to reduce cost and liability to Villages. He discussed the benefits of the grant program and the Revolving Loan Fund.
  - Ms. Maggie Jarr spoke of how participation would benefit the Village in relationship to the Comprehension Plan.
    - Mayor Burgess questioned how long the grant process would be open. He was told that they were taking applications that day, and awards would be granted within two months. Mayor Burgess asked if private owners could utilize the funds, i.e., those in TIFF areas.

  - Attorney Matt Byrne spoke to the Village being a non-home rule municipality. The ordinance puts title companies on notice of the program. In order to close
on a property, an inspection by the Village would be required and stating who would responsible for each area. It outlines provisions when a buyer desire to conduct their own repairs; they must be done within 90 days. He discussed other tools that allow for the issuance of civil fines.

- Questions: Mayor Burgess asked if it was planned with the Community Development Department. Atty. Byrne stated that he worked with Housing. The ordinance is a new, not an amended ordinance.
- Trustee Grant asked how the fees were derived? Atty. Byrne and Trustee Jasinski informed of common practices, that the fee was not to make a profit and that the $75.00 is an administrative fee. Trustee Grant and Mayor Burgess asked to add language to that effect in the revised ordinances to include the administrative fee and that cost for additional inspections are borne by the property owner. Trustee Williams asked for clarification. Atty. Byrne agreed to make the adjustments.
- Trustee Grant mentioned both ordinances and asked who the hearing officer would be.
- Trustee Jasinski described the process by stating that the appeal would be made to the Village Clerk and then to the adjudicator. It was agreed that the required language would be added.
- If changes are made by Friday, this one and the subsequent ordinance will both be on the agenda at the next Board Meeting for a vote.

  - Attorney Matt Byrne stated that the ordinance was the same policy when there is a change in occupancy and the recourse the Village would have for offenses. It helps to monitor properties within the Village and to ensure safety.
    - Trustee Todd asked about the recommended changes on the second copy. Dir. McCoy responded that she requested changes as she thought she would be a part of the process that was provided in November by Trustee Jasinski.
  - Mayor Burgess sent the ordinance back to the Ordinance Review Committee with the recommended changes for review as changes are minimal and can be made and voted upon. The ordinance was sent to the Atty. for the revisions, to be provided by Friday. Trustee Jasinski had no problem with the changes.
  - Other sections were reviewed. The new ordinance would be presented with recommended changes.
    - Section B fireplaces need to be added to single-family homes as well as sprinkler systems, heating, and fire suppression systems.
    - Additional changes were asked as related to tenants that should be removed.
    - The determination of whether a home is habitable was asked. It is vague and needs clarification. The Administrative Fees need editing.
This item would be on the agenda if the requested changes were made and brought forth by Friday.

- Village Administrator Chris Williams
  - Kane McKenna
    - Mary Thompson and Charles Durham reviewed the status of the bonds and provided an update. They distributed four abatement ordinances. The amount to be abated was next in the Series. They would be sent to the attorney and must be adopted by March. All are contiguous and are parity bonds.
    - Trustee Brewer asked who were clients in each TIF District and was informed that Kane McKenna would not have this information but was advised that 90% goes to DP Partners and 10% goes to the Village.
    - Trustee Brewer asked about the analysis and why regular reports and detailed reports for invoicing were not provided and was told reports are shared with those who requested them and cited that night's presentation was a sample of their involvement, but it would not be presented as a written invoice.
    - Trustee Williams asked when the last TIF Meeting was? The Clerk stated that it was in 2018.
  - Open Government Presentation
    - Speakers, Alex Martinis and Matt Cahill. They provided a slide presentation describing the facets of the cloud-based program that allows for greater view during the budget process. It allows for the data to be stream-lined to make better data-driven discussions to share with Trustees and residents. It provides for:
      - Departmental collaboration
      - Reporting financial and non-financials.
      - Monthly and annual expenses could be shared departmentally; matrixes can be reviewed internally to determine how things are being conducted.
      - Management reporting, performance, and integration would be tied in with CIVICS; thus, users can not manipulate data.
    - Trustee Grant asked about the five-year agreement and was told, the one-time fee has ranges and discussed the varying contingencies. The Trustee asked who would input the data? It is an internal issue.
Trustee Brewer asked for a timeline to determine the feasibility of going with this system as opposed to the audit.

Mayor Burgess asked about payment options. The first-year expenses include set up and software. The Mayor asked who would make the entries and if there would be narratives, cost, and location of training.

The quote is available until March.

Trustee Brewer asked about the ability for day-to-day reports of actions done.

Trustees asked to review another system prior to deciding.

Gas N Wash - Lenny was not present, but the Mayor explained that they wanted to extend business hours on Sunday for the sale of alcohol, as discussed previously. If no comments, the Attorney would be asked to draft an amendment to the ordinance. Mayor Burgess asked if anyone had any comments. It was clarified that the amended ordinance would apply to any place with a liquor license. Trustees Williams and Bell were not in favor.

Website Update

Administrator Williams stated he looked at other opportunities aside from Municode that had been presented to the Clerk and the VA. He brought back the concept and asked how to proceed. The Village Clerk responded to the reason the item was asked to be tabled as a result of Trustees asking to see additional options. The Mayor asked if he was presenting a new vendor. The Village Administrator was not presenting another but expressed willingness to do. Trustee Williams stated numerous updates needed before considering a new website and asked to see other companies. She offered her services.

Mayor Burgess stated more than quotes are needed, a point person is required. He and Trustee Williams will communicate.

The Village Administrator stated that he would bring back additional quotes.

Trustee Grant asked to have another look at SOCS and other companies. The VA will bring forth presentations for review.

- CMAP Memorandum of Understanding with Metropolitan Planning Council
  - Staff Planner, Maggie Jarr, presented the MOU for a partnership agreement, stating it was selected as a no-cost venture to the Village for water loss within the Village. Ms. Jarr will develop a resolution to present for Board Approval at the next Board Meeting.
Police Chief Malcolm White presented an Interdepartmental Agreement between the Village and School Dist. 168 for hiring an officer. The document presented did not have figures. The Board stated that actual numbers were needed prior to commitment.

Trustee Bell and Williams asked if a resolution is required and asked to run through Legal and to remove WILL County. The Village Clerk stated that a resolution was needed. Trustee Williams asked if it was needed to be reviewed by the attorney and the Police and Fire Commission and was told that review by the Police and Fire Commission is not applicable but was presented to the attorney.

Village Clerk Marva Campbell-Pruitt

- Community Center Rental
  - The Village Clerk requested consideration to add a fifty-dollar fee for kitchen usage and new tables and chairs.
    - Trustee Brewer asked that separate line items be developed for both the Senior Center and the Community Center.
    - The Clerk was asked to present policies for both centers.

- Community Center Space Allocations and Storage
  - The Village Clerk asked that usage of the Community Center for the Panera Bread Program to be reconsidered and moved to the Senior Center.

  - The Clerk proposed to present minutes at Committee Meetings. Trustees would have a week to review. Regarding meeting packet materials, she asked for materials by Friday so that Trustees will have enough time to review. She cited an instance where an ordinance was approved without Trustees’ review of the actual document. She advised that if documents are not provided by Friday, the item would not be added to the agenda.
  - Trustee Brewer asked if the documents could be sent via e-mail? She was reminded that the process must be consistent with all Trustees
  - Trustee Williams stated that meeting packets should be presented early for the Trustee’s review.

- Request for Reviewal and Amendment of the Municipal Code for the Village Clerk’s Duties and Responsibilities
  - The Clerk asked for an Ordinance to be drafted or amended to encapsulate the actual duties of the clerk and to remove instances relative to the collection of funds and all others to be determined as not applicable.
  - Trustee Jasinski mentioned that there were several instances incorrectly outlining the Clerk’s responsibility
• Mayor Burgess
  o A Resolution to Establish the 2020 Dates and Times of Official Meetings of the Sauk Village Corporate Authorities. Hearing no opposition, he stated that some meetings would be canceled if the need is not there. He stated that it would be on the next Board Meeting agenda for Adoption. Trustees questioned two dates already excluded and were provided justification. Trustee Williams stated that she preferred December 22nd.

• Trustee Todd
  o An Ordinance Amending the Salary of the Village of Sauk Village Treasurer and Requirement for Surety Bond
    ▪ Trustee Todd explained the ordinance and added the language for the surety bond. Section 3 was the only item added. Trustee Grant stated that Two million was a fair amount. Trustee Williams asked to table until Mr. Finch can weigh in on the amount.

• Trustee Rodrick Grant
  o Discussion of Village Vehicle Take Home Policy.
    ▪ Trustee Grant led the discussion of this practice and asked where the liability was when take-home cars are approved. He suggested that the policy should add a page attesting to the agreement already established or being established.
    ▪ Trustee Williams spoke of the taxing piece and those who were exempt.
    ▪ Trustee Todd asked who would be responsible during accidents, and the language should stipulate the reporting system.
    ▪ Trustee Brewer asked about monitoring mileage and Trustee Todd asked about drug testing when there is an accident.

• Other Updates Requested
  o Trustee Williams stated that she had put most in writing and asked for feedback.
  o She asked for her committee to be ad hoc for the newsletter, website development
  o The employment notice for the Finance Director, Parks and Recreation Director and any other open employment positions should be posted to the website
  o Messages can be included in the Water billing.
  o She is seeking greater information on Code Red
  o Who is responding to FOIA Requests? The Villae Manager
    Trustee Williams asked for feedback.

PUBLIC COMMENT
  ▪ J. Cast spoke to no transparency. ordinance compliance, transparency, Falco, and Code Red.
  ▪ P. Couch spoke of two incidents requiring a K-Nine unit; a lack of transparency, and the need for microphones.
  ▪ F. Williams asked about accessibility in homes; Lack of communication between police and trustees; food safety in the Community Center, and the length of meetings.

Mayor Burgess’ Responses
- The Treasurer gives a monthly report of all funds and the available funds in each. Monies have not been touched.
- Scanners are acceptable. Transparency and asking questions shows that you care.
- A new canine unit is being considered. A dog will not stop criminal intent.
- Water bills continue to be worked on to ensure equitable payment.
- The Police Chief provided information on the health issues of Falco.
- Rental Properties should be handicapped accessible.
- Foods should not be contention at the center.

**MOTION TO RECESS TO EXECUTIVE SESSION**

Trustee Todd moved and Trustee Williams seconded a motion to recess to executive session at 10:36 p.m. to discuss personnel matters and litigation.

The meeting reconvened at 10:45 p.m.

**ADJOURNMENT**

Trustee Bell moved and Trustee Brewer seconded a motion to adjourn at 10:45 p.m. The motion was approved by common consent.

/s/Mayor Derrick N. Burgess

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

Pledge of Allegiance: Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

Roll Call: Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams
Absent: None

Staff Present: Chief Stephen Barrett
Eng. Jim Czarnik
Chief Malcolm White
Director Tonya McCoy
Director Kevin Weller
Treasurer/Interim Finance Director Anthony Finch
Director Allen Vavrik

Others in Attendance: Clerk Marva Campbell-Pruitt
Atty. Mike McGrath

Public Attendees:

MOTION TO RECESS TO EXECUTIVE SESSION
Trustee Todd called for a motion to recess to Executive (Closed) Session for the Discussion of Pending Litigation Trustee Bell seconded the motion at 7:01 p.m.

Upon Roll Call, the following voted:
Ayes: Trustees Brewer, Carter, Grant, Jasinski, Todd, Williams
Nays: None
MOTION TO RECONVENE REGULAR BOARD MEETING

Mayor Burgess called to reconvene the Regular Board Meeting at 7:36 p.m.

Trustee Bell moved, and Trustee Brewer seconded.

On Roll Call, the following responded

Present: Trustees: Bell, Brewer, Grant, Jasinski, Todd, Williams
Absent: None

4. APPROVAL OF MINUTES
   a) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of October 22, 2019, with recommended edits if needed

Trustee Grant moved, and Trustee Todd seconded.

On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: Trustee Brewer
Motion Carried

b) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of November 5, 2019, with recommended edits if needed
Trustee Todd moved, and Trustee Jasinski seconded.

On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: Trustee Brewer
Motion Carried

c) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of November 19, 2019, with recommended edits if needed

Trustee Todd moved, and Trustee Bell seconded
On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: Trustee Brewer
Motion Carried

d) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 26, 2019, with recommended edits if needed.

Trustee Todd moved, and Trustee Bell seconded.

On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: Trustee Brewer
Motion Carried

e) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of December 3, 2019, with recommended edits if needed

Trustee Bell moved, and Trustee Todd seconded.

On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: Trustee Brewer
Motion Carried

5) Public Comment

- T. Joseph of Main Street stated that trustees had not honored the oaths of office and the tenets of FOIA relative to inspectors and investors
- D Sapp asked for an explanation for how the two ordinances protect the homeowners
- T. Jones spoke to the Census Meetings that no Trustee has attended.
- L. Sapp spoke on ordinances and representation by the Trustees and fair representation of homeowners.
- J. Cast stated her words misrepresented in the minutes.
- B Stearns commented on not being able to hear; the need for mics; ESDA Volunteers; Resource Table with Materials is nice; and complimented Dir. McCoy and the Fire chief.
- A. Coleman spoke of the proper use of mics.
- F. Williams asked about the Town Hall Meeting and asked for patience with misstated language

Mayor Burgess’ Remarks

He could not comment on the first comment as the matter is in litigation.
The ordinances in question for homeowners and rentals are self-explanatory.

He understood them being upset because of a lack of support for the 2020 Census. Redistricting may cause a loss of legislators.

Ordinances are for all residents. Should not separate by owner or renter.

He apologized about the resident being upset with what was in the minutes. He advised that residents must be respectful if they desire respect.

Mics must be looked at during the next budget session.

The ESDA Director had been asking for assistance, and it is almost like volunteering.

6) REPORTS OF OFFICERS
   a. Mayor’s Report - Mayor Derrick Burgess
      i. Announced the Town Hall Meeting
   b. Village Clerk – Ms. Marva Campbell-Pruitt
      i. SEI FILERS must submit their personal contact information for the Cook County Clerk’s Office.
      ii. OMA Training and Certificate advised that Trustees sworn into office in May must complete the training and file the certificate in the Clerk’s office.
      iii. CENSUS APPLICATION is available, and employees are sought.
      iv. GENERAL ELECTION FORUM (correction) The Primary Forum for candidates was announced.
      v. FURNITURE FOR THE COMMUNITY CENTER - New tables and chairs were requested and awaits approval by the Trustees.
      vi. Resolutions and Ordinances were discussed stating that the actual documents must be present in order to vote upon them. She appealed to the Board to follow the policies and procedures already established.
   c. Village Engineer – Mr. Jim Czarnik
      i. Provided updates on the progress of projects. The report will be filed with certified minutes
   d. VA Williams
      i. Stated that he had sent a memo to the Trustees regarding initiatives and outstanding debt.
   e. Treasurer’s Report – Mr. Anthony Finch provided the cash balances in each account and reported that the Village has $13,000.00 in the Reserve Account from interest.
i. Trustee Williams asked about $516,000 unpaid bills on the Aging Report.

ii. Trustee Williams asked about the Retro pay under the Union Contracts and pay. It was agreed that the new pay was scheduled to be paid at the end of January. They filed a grievance that day, and Retro Pay had to be paid within 90 days. That 90-day period had not been met.

iii. Trustee Grant asked that the Aging report be reviewed the following day as the numbers would substantially decrease as some were already paid and others were up to be paid that night.

iv. Trustee Bell asked about the parking lot payment as the payment was not approved by the Board. Dir. Finch stated it was paid three months ago. Anthony Finch signed the check. It was a line item. It was countered that Trustees stated that the check should not have been paid, as it was removed from the Accounts Payable, awaiting a copy of the contract and warranty. Dir. Finch stated that Public works not able to do the job, and the warranty was never considered.

v. Trustee Brewer stated that by code, all expenses must be approved by Trustees. If trustees state not to pay, their decision should not be overruled. Atty. McGrath stated it was a separate issue. Trustees should approve an expense, and he would put together a memo as if work was completed, the Village is responsible for the bills or could be sued, which would impact the audit findings. There is a remedy against a contractor whose work was not satisfactory. But, if the work is completed, they must approve the payment. Treasurer Finch discussed the process.

7) REPORTS OF DEPARTMENTS

a. Finance & Administration – Interim Director Anthony Finch presented Payroll and Accounts Payable for approval for a total of $585,283.90. The figures on the report Trustees had was different. The difference is for the annual payment for the three vehicles purchased.

i. Trustee Brewer asked about the 2019 Finance Department Task List. It was decided that it would be on the Community of the Whole agenda for discussion.

b. Fire Department - Chief Stephen Barrett reported 51 calls for service. He reported substantial changes at the fire station. They have painted, secured new computers and a new kitchen set. He invited everyone to visit the station. He stated that morale had approved. The report will be filed with certified minutes.

c. Police Department - Chief Malcolm White reported that the Department responded to 1135 calls for service and made 4 arrests. Walmart donated 4000 rounds of ammunition to Sauk Village. He announced Chat with the Chief on the
third Thursday, and that the topic would be the State laws concerning cannabis. The report will be filed with certified minutes.

d. Emergency Management Agency - Director Allen Vavrik provided an annual report for 2019. The report will be filed with the certified minutes.

e. Public Works – Director Kevin Weller reported on repairs made by the department and tree removal, light poles repair/replacement, a manhole repair, and other items. He asked residents not to pile leaves in the street. These and all updates will be filed with certified minutes. Trustee Grant asked about the task lists and how did the shut-off list for homes increase in such a short period. Dir. Weller must research.

f. Community Development - Director Tonya McCoy reported that 43 tickets were issued, nine permits were requested, and six applications made for re-occupancy. She spoke on the Carol and Peterson Beautification Program to address the vacant and abandoned properties.

8) Reports of Trustees, Standing Committees and Comments

a. Public Safety Committee – Trustee Gary Bell
   i. Announced the January 22nd meeting at 1 p.m. He wishes to revisit the lateral hiring in the police department in the next Executive Session
   ii. He commented that homeowners and renters make up the entire town. It all must be addressed.

b. Public Services Committee - Trustee Bernice Brewer
   i. Reported that she had spoken with Maggie Jarr concerning Brownfield Area that may be a hazard.

c. Budget & Finance Committee- Trustee Rodrick R. Grant
   i. Stated that the Policy and Procedure would be up for discussion at the next Committee Meeting.

d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski
   i. Stated that false information on the inspections ordinances and resolutions are on social media.
   ii. She asked why trustees were not notified when a new business have their ribbon cuttings.
   iii. She asked about questions submitted in November but not answered. The Mayor will revisit them the next day after checking with the Departments who were tasked with responding.

e. Ordinance Review Committee - Trustee Linda L. Todd
   i. Reported that there were no ordinances before them. The surety bond would be presented.
ii. The Hiring and spending freeze ordinances were presented, but she never got the responses from the Trustees. She asked for feedback so that they can be placed on the agenda for next week.
   1. Trustee Todd commented about the need for mics. Mayor Burgess stated that mics and a system need upgrading.

f. Public Events – Trustee Debra Williams
   i. Reported that the Blood Drive was a success. There are 3-4 more planned for the remainder of the year.
   ii. The 2020 calendar will be reviewed at the next meeting and asked for entries.
   iii. Announced the next meeting for January 27th

Comments
- Trustee Williams made comments and read many statements.
- She confirmed that $813,000.00 is in the Reserve Account inclusive of $13,000.00 in interest
- Mics are essential and should not wait for the next budget and asked for the cost of the update.
- Her involvement with the Census
- Tabled minutes
- The Website
- There were many other comments, not captured.

The meeting declined into unrest. There were Point of Orders cited and Out of Order commands made, but not accepted

9) REPORTS OF COMMITTEES AND COMMISSIONS
   a. Senior Advisory Council – Arnold Coleman announced the next Advisory Meeting, Breakfast and Bingo, Cards night and other New events. The report will be filed with certified minutes

10) UNFINISHED BUSINESS - NONE

11) NEW BUSINESS
   a. CONSENT AGENDA

   MOTION TO APPROVE THE FOLLOWING RESOLUTIONS AND ORDINANCES:

As six of the eight items were asked to be removed from the Consent Agenda, they were all be voted on individually.

   1) A Resolution to Establish the 2020 Dates and Times for Official Meetings of the Sauk Village Corporate Authorities.
Trustee Bell moved, and Trustee Jasinski seconded.

On Roll Call:
Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams
Nays: None

Motion Carried

2) A Resolution Authorizing the Village of Sauk Village to Enter into A Memorandum of Understanding with Metropolitan Planning Council for Drinking Water 1-2-3 Academy Technical Assistance

Trustee Grant moved, and Trustee Bell seconded.

On Roll Call:
Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams
Nays: None

Motion Carried

3) A Resolution Authorizing the Village of Sauk Village to Enter into An Intergovernmental Agreement with the Community Consolidated School District 168 for the School Resource Officer(s)

Trustee Grant moved, and Trustee Todd seconded.

Trustee Williams asked if it had been presented to the school district.

On Roll Call:
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

Motion Carried


Trustee Todd moved, and Trustee Jasinski seconded.

Comments
- Trustee Grant inquired about the hiring process and why the ordinance
- Trustee Jasinski responded that it was to increase administrative fees and add the appeal process. The current was not codified, and the Atty. suggested that it be updated.
• Trustee Grant stated that we could use anyone to complete inspection without licensing, but only two are authorized and he asked for clarity on the term habitable and was told that it is based on the standards.

On Roll Call:
Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams
Nays: Trustee Grant
Motion Carried


Trustee Bell moved, and Trustee Jasinski seconded.

Comments
• Trustee Grant asked who the Building Code Official was. It is the Community Development Director; as we are Non-Home rule, we cannot force inspections. The areas for inspection are not listed. It does not use the same language as in the one for the homes' inspection. The Atty. stated that they would include the same language.
• Trustee Bell asked if the property had to be approved each time there was a rental. Not if it is within 45 days.

The ordinance was voted on with the knowledge that the language would be changed within the week.

On Roll Call:
Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams
Nays: Trustee Grant
Motion Carried


Trustee Bell moved, and Trustee Todd seconded.

On Roll Call:
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: None
Abstain: Trustee Brewer
Motion Carried
**Comment**
Trustee Brewer stated that information is not forthcoming with Kane McKenna for this and the next two is being considered without the needed information

Trustee Grant moved, and Trustee Bell seconded.

Comment
See 11 a-6 above

**On Roll Call:**
Ayes: Trustees Bell, Grant Jasinski, Todd, Williams
Nays: None
Abstain: Trustee Brewer
**Motion Carried**


Trustee Bell moved, and Trustee seconded.

Comment
See 11 a-6 above

**On Roll Call:**
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: None
Abstain: Trustee Brewer

**Motion Carried**


Trustee Bell moved, and Trustee Williams seconded.

Comment
See comments in 11a -6

**On Roll Call:**
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: None
Abstain: Trustee Brewer

Motion Carried

b. Motion to Approve the Village of Sauk Village Vehicle Take Home Policy

Trustee Bell moved, and Trustee Grant seconded

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried

c. Motion to Approve the Accounts Payable and Disbursements Dated January 14, 2020, for $585,283.90.

Trustee Grant moved, and Trustee Bell seconded

Comment:
The bottom line was changed
Trustee Williams stated that she wanted to see the revised document.
Refunds for the gaming was missing.

On Roll Call
Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams
Nays: None
Abstain: Trustee Brewer
Motion Carried

12) Adjournment
Having completed the business of the day, Trustee Bell moved, and Trustee Brewer seconded a motion to adjourn at 10:00 p.m.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk
CALL TO ORDER

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

On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in attendance: Interim Director Anthony Finch, Police Chief Malcolm White, Staff Planner Maggie Jarr.

MOTION TO RECESS TO EXECUTIVE SESSION

Mayor Burgess called for a motion at 7:02 to recess to Executive Board Closed Session to discuss personnel matters.

Trustee Bell moved, and Trustee Jasinski seconded. The vote was unanimous.

MOTION TO RECONVENE

The meeting was reconvened at 7:55

PRESENTATIONS OF ITEMS FOR DISCUSSION OR RECOMMENDED BEING PLACED ON THE AGENDA FOR ACTION AT THE NEXT REGULARLY SCHEDULED VILLAGE BOARD MEETING

• Village Planner Ms. Maggie Jarr provided the following presentations:
  o Presentation of funding on the implementation strategy for the Sauk Trail/223rd Street Multi-use Path Project. She provided the project description, the current status, schedule for future funding, and recommendations. She suggested that a consolidated preliminary engineering study be conducted. Cook County agreed to be lead on the project and provide funds for Phase One. Other recommendations:
    o Pursue external funding
    o Identify a project manager to execute the programs for the future
    o On-going communication and inclusion of the Finance Director
    o Engage key stakeholders and partners on an ongoing basis
Mayor Burgess asked for the estimated costs for inclusion in next year's budget and was told the Village would not incur costs for the study for Phase I. After the study, funding and local match needs would be identified.

- Interim Director Anthony Finch addressed:
  - Budget Concerns
    - Distributed the Budget to Actual Report as of December 2019. He did not present documentation of some items that cause the overage of more than 75%, but he went through each fund and identified those who had gone over the anticipated budget by more than 75%
    - Revenue and percentage realized to date
    - Distributed, but did not discuss a 2019 Finance Department Task List
    - Status of Audit- distributed documents that illustrated items required and needing preparation. The activities should be readied prior to when the auditors come on-site.
    - IMRF for Part-time Employees they are finalizing the audit. If a part-time employee’s hours are anticipated to work 1000 hours annually, they are entitled to IMRF. This must be anticipated during budget development.
  - Questions/Comment
    - On the Surety Bond provided by the Treasurer
    - Oslad Grant status
    - The $250,000.00 transfer for Bond Payment. The question was specific to funds from the water payment and where were the supporting documents
    - How to review the Amalgamated Bank Statements
    - Line Item for the Reserve Funds
    - Fire Hydrants in need of repair
    - Bank Reconciliations
    - ADP reporting errors with W-2 reports, Review termination with ADP
    - Vendor contracts where duplicated services are being billed

- Police Chief Malcolm White discussed:
  - Future Police and Fire Pension Payments would appear on Accounts Payable in February
  - Lateral Transfers in the Police Department
Correspondence with Attorney McGrath revealed that the Police and Fire Board had to have input on the Ordinance for a couple of amendments. The Ordinance must be rescinded as the Ordinance does not meet state statute. It is scheduled to be re-drafted and resubmitted. It was agreed that it would go to the Ordinance Review Committee and the Police and Fire Pension Board. This item would be placed on the Next Board agenda to rescind the Ordinance.

Trustee Rodrick Grant presented:
  - A Finance Policy and Procedure and asked that major questions should be sent to him by that Friday.
  - Questions/Comments of Trustees:
    - Where did the document derive? Varying municipalities.
    - The Village is not home rule.
    - The document does not entertain the Trustees concerning financial matters.
    - Who is the Budget Officer? Finance Director
    - Does the Village have an appeal system?
    - The Bid Process
    - Who has the authority to determine specific costs?
    - Asked for an opinion from the attorney concerning the statute
    - Trustee Grant concluded that the document gives a plan and procedure. It takes nothing away from the Board. He asked that subsequent concerns be shared with him. The document serves to provide accountability to those responsible

Clerk Marva Campbell-Pruitt addressed:
  - A proposed review of procedures for minutes stating that draft minutes would be presented at Committee Meetings for review and input prior to a vote for adoption at a subsequent Board Meeting.
  - An update on CodeRed was provided
  - The U.S. Census Update was presented

Trustee Linda Todd Discussion:
  - Ordinance Amending the Salary of the Treasurer and Requirement for Surety Bond
    - Trustee Todd asked about the amount for the Surety Bond. It was recommended for the amount be $50,000.00 This item would be placed on the Next Board agenda for adoption
Ordinance Declaring a Village-Wide Spending Freeze
  - She had asked for feedback but had not received input. She made the appeal that suggestions and concerns be provided.
  - The Ordinance does not affect an item already in the budget.

An Ordinance Declaring a Village-Wide Hiring Freeze
  - This item was placed on hold

PUBLIC COMMENT

J. Cast discussed expenditures of the Village, and the continuation of the Community Director, her title, and responsibilities.

P. Couch read concerns on the number of meetings held and committee members for the Finance Committee; fire hydrants, reconciled bank accounts; police grant for vests; vendor contracts; the parking lot, and the website.

F. Williams spoke on the foundation of six trustees and a Mayor; Board Members could do better and insist that requested items are completed.

Mayor Burgess’ Comments

- Does not discuss personnel at an open meeting
- Department is Community Development has a lot to do with housing and water issues, and it has always been.
- The formal questions and answers were placed out but, the individual questions are from varying departments
- Committee composition and how often they meet are determined by Trustees. That information can be provided in writing
- The ball was dropped on the vest grant was not sought
- Parking Lot contract should be available
- The website is getting up to par. IT had been asked to update. Will need to go another route
GENERAL COMMENTS FROM MAYOR & TRUSTEES

Trustee Bell announced his meeting the next day. Trustee’s offer to assist with the website.

Trustee Jasinski had no comment.

Trustee Brewer provided information on 338 vacant homes as of that date. Public Works was asked to provide a Qtrly Report. It is upcoming. Water main breaks and fire hydrants $943,000.00 for hydrants had not been received. Hydrants would be repaired when the funds are available.

Trustee Todd commented on the website, and the Trustee offered to assist. She is willing to assist.

Trustee Williams asked if the Finance Committee had reviewed the procedures; she has the SOC contract. They were responsible for web hosting. She is available to update the site.

Mayor Burgess stated that he had spoken with Legislators, and they are seeking bond funding to distribute funds throughout the villages; the Mayor’s office door is open, he invited individuals to come to his office.

Unrest prevailed and Trustee Williams and Brewer left before the meeting adjourned.

ADJOURNMENT

Mayor Burgess called for a motion to adjourn at 10:26 p.m. Trustee Bell moved, and Trustee Todd seconded. The meeting adjourned by common consent.

/s/Derrick N. Burgess, Mayor

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

Pledge of Allegiance: Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

Roll Call: Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams
Absent: None

Staff Present: Chief Stephen Barrett  Chief Malcolm White  Treasurer/Interim Finance
              Eng. Jim Czarnik     Director Tonya McCoy  Director Anthony Finch
              Administrator Chris Williams    Director Kevin Weller   Director Allen Vavrik

Others in Attendance:
     Clerk Marva Campbell-Pruitt
     Atty. Mike McGrath

3) MOTION TO RECESS TO EXECUTIVE SESSION
   Mayor Burgess called for a motion to recess to Executive Closed Session for the Discussion of Personnel Matters, Update of Pending Litigation, Employment, Review Minutes and Collective Bargaining

   Trustee Grant moved. There was no second. The Motion failed.
Trustee Bell moved, and Trustee Todd seconded a motion to suspend the rules to amend the agenda with regards to the placement of the Recess to Executive Session and the Reconvening of the meeting to Agenda Items 12 and 13.

**On Roll Call**
Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams  
Nays: Trustees Grant  

**Motion Carried**

4) **APPROVAL OF MINUTES**
   a. Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 12, 2019, with recommended edits.

Trustee Grant moved, and Trustee Jasinski seconded

Trustee Todd stated that the minutes were not written in accordance with the agenda.  
**On Roll Call**
Ayes: Trustees Grant, Jasinski, Todd  
Nays: Trustees Bell, Brewer Williams  

Mayor Burgess voted Aye to break the Tie  
**Motion Carried**

5) **PUBLIC COMMENT**

- P. Couch requested to provide commendations to Falco; gaps of minutes on the website  
- H. Parker questioned the officer at the Committee Meeting; Trustee’s comments  
- J. Cast stated that Trustees are a voice for residents; forensic audit

**Mayor Burgess’ Responses**

Minutes- He would ensure that the minutes would be posted on time  
Officer attended meetings because of altercations at previous meetings  
Trustees speak during their report period, which includes their comments, as stated on the agenda. He would correct misinformation as presented  
Trustees speak with staff for information on a regular basis  
The forensic audit was not in the budget
6) REPORTS OF OFFICERS
   a. Mayor’s Report - Mayor Derrick Burgess:
         will be filed with the certified minutes.
   b. Village Clerk – Ms. Marva Campbell-Pruitt
      i. Announced a Candidates Forum for February 26th at 6:00 p.m.
      ii. Presented the Republic Residential Waste Services Schedule
      iii. Presented the 2020 Dates and Times for regular meetings as approved by
           Resolution at the January 14th meeting.
   c. Village Administrator – Mr. Chris Williams had no report
   d. Village Engineer – Mr. Jim Czarnik:
      i. Prepared the required Stormwater Compliance letter for IEPA. He asked
         for a Public Hearing to present the accomplishments to meet the needed
         requirements.
   e. Treasurer’s Report – Mr. Anthony Finch
      i. Did not present a written report but read a report outlining the fund
         balances. The report was requested for filing.
   f. Attorney McGrath had information to present during the Executive Session.

7) REPORTS OF DEPARTMENTS
   a. Finance & Administration – Interim Director Anthony Finch:
      i. Read the Payroll and Accounts Payable to be voted on under the New
         Business agenda item.
   b. Fire Department - Chief Stephen Barrett:
      i. Reported fourteen calls for service and that there were no major incidents.
      ii. Mentioned a new alert service system to reduce false alarms
      iii. Announced that Mr. Fuoss was sworn in as a new officer by the Village
           Clerk, and there are nineteen officers on the current roster
      iv. Announced improvements to the fire station
      v. Announced the Golf Outing
   c. Police Department - Chief Malcolm White:
      i. Reported 407 calls for service and twenty (20) arrests.
      ii. Presented a Proclamation in Honor of Retired Canine Officer “Falko”
          1. Residents presented gifts and commendations
   d. Emergency Management Agency - Director Allen Vavrik:
      i. Reported six (6) calls of service.
      ii. He read a report that will be filed with the certified minutes
   e. Public Works – Director Kevin Weller:
      i. Provided updates on projects, service calls, activities, and
         accomplishments of that department. The total report will be filed with
         the certified minutes.
f. Community Development - Director Tonya McCoy

8) REPORTS OF TRUSTEES, STANDING COMMITTEES AND COMMENTS

   a. Public Safety Committee – Trustee Gary Bell:
      i. Reported that the committee would meet 2/18 in the Rotunda.
      ii. Reported that he had been working with Maggie for a generator and that he and Chief Barret had been working with IDNR for a free generator.
   Comment: He commended Chief Barret for the work completed.
   b. Public Services Committee - Trustee Bernice Brewer:
      i. Announced twenty water main breaks; four additional hydrants need repair.
      ii. Provided clarity to remarks from the previous meeting regarding funding for fire hydrants.
   c. Budget & Finance Committee - Trustee Rodrick R. Grant:
      i. He asked Mr. Finch to begin working on the budget.
      ii. He asked to have comments on the Policy and Procedures by Friday so they could be discussed at the next Committee Meeting.
   d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski:
      i. Reported that the Committee did not meet. They plan to meet on 2/19/2020.
      Comment: She had not received any answers to questions posed in November.
   e. Ordinance Review Committee - Trustee Linda L. Todd:
      i. Reported that the committee was planning to meet on 2/10/2020 at 6 p.m.
         She asked trustees about their comments on the spending and hiring freeze ordinance.
   f. Public Events – Trustee Debra Williams:
      i. Announced Valentines for Veterans Project
      ii. Presented the Proposed 2020 Calendar.
   Comments: She plans to be at Village Hall on Tuesdays going forth. She asked that residents visit or call her concerning the Village business.

9) REPORTS OF COMMITTEES AND COMMISSIONS

   a. Senior Advisory Council – Chairman, Emmett Farmer provided a written report to be filed with certified minutes.
      i. He announced the Senior Advisory Committee meeting on 2/13/2020 at 5:00.
      ii. Will host first Membership Drive.
      iii. Announced that Silver Sneakers is developing exercise classes.
      iv. Announced Breakfast and Bingo and other activities forthcoming.

10) UNFINISHED BUSINESS
a. There was no unfinished business

11) NEW BUSINESS

Mayor Burgess asked for the following motions:

a. Ordinance Amending the Salary of the Treasurer and Requirement for Surety Bond

Trustee Bell moved, and Trustee Jasinski seconded

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried

b. Motion to Approve the Accounts Payable and Disbursements Dated January 28, 2020, for $437,640.58.

Trustee Bell moved, and Trustee Jasinski seconded

Comment:
Trustee Brewer stated that the Payroll staff was doing a fine job. She provided reminders to Dept. Heads to sign off on invoices.

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried

12) MOTION TO RECESS TO EXECUTIVE SESSION

a. Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS 120/2 (c) (2017)

Trustee Bell moved, and Trustee Jasinski seconded

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried

13) MOTION TO RECONVENE REGULAR BOARD WITH ACTION

Mayor Burgess asked for the following motions:
a. Motion to Release Certain Previously Approved Executive Board Minutes as Stipulated dated:

   11/13/2018
   5/1/ 2018
   10/10/2017
   12/5/2017
   6/5/2018
   11/14/2017

Trustee Williams moved, and Trustee Jasinski seconded

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

Motion Carried

b. Motion to Continue to Hold Previously Approved Executive Board Minutes as Stipulated, dated:

   6/6/2017
   4/9/2019
   9/12/2017
   5/28/2019

Trustee Williams moved, and Trustee Jasinski seconded

On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

Motion Carried

14) ADJOURNMENT

Having completed the business of the day, Mayor Burgess asked for a motion to adjourn at 10:06 p.m.

Trustee Williams moved, and Trustee Brewer seconded. The motion carried by common consent.

/s/ Derrick N. Burgess, Mayor

/s/ Marva Campbell-Pruitt Village Clerk