CALL TO ORDER
Mayor Burgess called the Committee of the Whole Meeting to order at 7:06 p.m.

Roll Call
On Roll Call were Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Others in Attendance: Chief Barrett

MOTION TO RECESS TO EXECUTIVE SESSION
There was no Executive Session

MOTION TO RECONVENE

Mayor Derrick Burgess introduced the following two organizations:
- Ambulance Services Provider – Bright Star, the presenters were Dionte Holmes and Stanley Nevels. They presented the intended deliverables if the Village would engage them in a contract:
  - Twenty-four hours onsite coverage
  - Day Car to be provided during peak time 12 am – 12 pm
  - CPR
  - EMT Training at no cost, but fees would come to the Village
  - Contact Supervisor with one, a resident of Sauk Village seven days a week
  - Participation in community events, blood pressure, and medical exams
  - S.V. Branded vehicles
  - Maintenance, gas, and insurance
  - The Bid is for $80,000.00 for three years and an increase of up to 10% after that.

Trustees had the following questions/concerns addressed:
- The Attorney did not review the contract, but, would do so before adoption
- The language recommended for editing concerned default of 60 days and termination without notice
- The second car or day car was clarified
- Monday – Saturday would be peak hours; a car can be available as needed on Sunday
- The length of time for the contract must be agreed upon; whether, it is four or five years, or to be renegotiated in the fourth year. All references to the length of time will be revised to show four years.
- The fleet is newer and up to code
- EMT classes would be as early as September
- Bright Start has provided service to surrounding communities for nine years. No municipalities, but serve nursing homes and Will County
- The document would be sent to the Attorney and Trustees for adoption at the next Board Meeting or on June 23, depending on the readiness of the contract.

  - Lenny’s Gas & Wash Operations
    - Leonar McEnery asked to sell beer and wine on Sunday mornings only. They would be packaged carry-out to begin at 8:00 a.m. opposed to noon. He asked to have the capability to match the competitors and to keep the sales within the Village.
  - Trustees had the following questions/concerns addressed:
    - A volume increase is expected
    - During that period, only packaged goods would be sold. There would be no under-age sales.
      - Mayor Burgess would send the Ordinance to the Attorney for an amendment to include all businesses.
      - A consensus of the Board was taken, and it was decided that the item would be included on the June 9, 2020, agenda for a vote. A Trustee asked to review the original Ordinance.
  - Trustee Sherry Jasinski stated concern for the permit process and for handling in-house permits and inspections.
    - Housing Permits – Tom Pahnke, Safe Built, introduced himself and provided his credentials. He provided the following:
      - His service is set by an Ordinance
      - He explained the process. There is an administrative fee; an example is if the inspection costs $95.00, $75 goes to Safe Built and $20.00 to the Village. The full payment is derived from the application fees. None is from the General Fund.
        - Mr. Pahnke cited the following issues
          - Permits are not being sent to the Permit Tech for inspection scheduling
          - Difficulties in getting payment. The Village is six-month delinquent
          - Housing inspector is not necessarily certified, and there is no verification process
          - In-house Inspections are offensive
          - He wishes to strengthen the front office process to send the inspection request sooner.
Trustees had the following questions/concerns addressed:

- Independent inspections were bided by one company, Safe Built.
- Invoices were submitted to Mr. Finch, and those funds should be set aside for Safe Built as the funds are not taken from General Funds.
- In-house inspections should be reviewed by the Attorney.
- Issues of the mold in homes were discussed. Safe Built was not involved as they only do construction inspections.
- Going forth, Mr. Pahnke was asked to communicate issues with Mayor Burgess.
- The breakdown of the process is a training issue, and the Mayor will meet with him, the front office staff, and the Community Development Director.
- In-house permits would be addressed and improved, with a report back to the Board.
- The contract with Safe Built is an annual contract that automatically rolls over.

Village Clerk Marva Campbell-Pruitt addressed the following:

- Department Head’s Reports – The Clerk asked for consideration that Department Heads follow standard industry procedures concerning reports, and rather than them providing reports every two weeks, that they submit reports at the end of the month.
  - Trustees requested that Department Heads continue to provide reports every two weeks to ensure accountability, transparency, checks and balances, and more information.
  - The Mayor stated that Department Heads when asked, must meet the obligation. They will be asked to submit their reports as requested.
  - CodeRed should be utilized more, and incidents must be reported.

- Trustee’s Reports – The Clerk reminded Trustees that they are required, by code, to provide monthly reports towards their Standing Committees. She asked that the Mayor and Trustees provide said reports, and to provide the reports being read at meetings rather than only announcing their next meeting. There were no questions or comments. The issue was not resolved.

Trustee Debra Williams discussed the following:

- Interim Delegation of Village Administrator’s Duties and Village Administrator Search. Trustee Williams sent the current duties and asked that they are reviewed and amended. The administrative responsibilities must be reviewed and asked that interim positions be discussed in the next meeting’s Executive Session.

Trustees had the following questions/comments:

- It was recommended that the Village Code knowledge and state statutes should be added as an experience.
- The Administrator role, as presented, is too expansive and, a Human Resources consultant is needed.
- The positions were not in the budget, and there is a Hiring Freeze.
- The Human Resource position can be limited to ten hours weekly, and job descriptions would be that individual’s responsibility

  - Finance Director Search
    - The advertisement has expired and must be updated

  - Interim Staffing Requirements
    - Were already discussed.

Trustees had the following questions/comments:

  - When would all staff return to work?
  - Have applications for business licenses and permits been mailed?
  - The process for issuance of licenses and permits requires review.
  - How were purchases of the new computers being monitored:
    - There was a question about the FOIAs and who was attending that detail, and, if the person was paid, the offer of Trustees to assist was not taken into consideration. The volunteer has already been through the training.
    - Communication with Trustees could offset resistance as the volunteer should have been discussed with the Trustees.
  - There was a request to review the salaries in the upcoming budget, with attention to the hiring and salary freezes.

Deadlines/Extensions for Village, Business, and Pet Licenses

  - Notices of all extensions until the end of July must be communicated

Trustees had the following questions/comments:

  - A question on how the water billing was calculated. Clarity was provided, and the information will be conveyed in the next water bill.

- Trustee Bernice Brewer

  - Contractual Matters- Trustee Brewer discussed the need for all contracts to be reviewed and approved by the Trustees. The need for a bid if the contract was over $10,000.00. She stated state statute and Village Code regarding designated line items in the budget.
    - The need to establish rules and procedures for contracts, perhaps an Ordinance, is needed.
    - Issues with Kane McKenna and Verizon contracts and the need to monitor them within 30-60 days before the expiration of contracts
    - Discussions ensued about the company that installed the plexiglass protective barriers and their qualifications. The process was communicated to and from the Village Administrator. A copy of their license, the qualifications, and the contract were requested.
• The Clerk asked that the established policy for emailed communication and consensus be followed to ensure that all information is communicated with and between Trustees to negate lack of follow-through.

• Trustee Gary Bell
  o The discussion of the Fire Chief Position was deferred and would be considered during the budget process. He commented on the positive impact of the current Fire Chief. Trustees commented favorably as well and the need to start the budget process.

• Interim Finance Director
  o Financial Updates – Mr. Finch was not present for discussions.

PUBLIC COMMENT

  o J. Daley, L. Daley, and R. Robinson commented on the unfairness of the bid process for ambulance service, the scope of services, and the company’s success rate. Spoke of the need to research the costs of providing 24/7 services; EMT classes.

Mayor Burgess commented that the contract would be awarded at the next board meeting. If there is a dispute, the RFP and contract would be reviewed with the Attorney. He expressed his appreciation for their comments and services to the Village.

  o P. Couch questioned the Police Chief’s salary, commented on the hiring freeze, village and animal licenses, the temporary entrances and exits for seniors, volunteer, and a police report, received no CodeRed and FOIA response

Mayor Burgess stated that he would check on the Chief’s salary, the Village would review the process for entrance and exits; CodeRed was addressed by the Clerk and the one alert sent and that there were no others were provided; The FOIA was discussed previously.

  o S. Davenport spoke of the need for mandate reporting, and communication needs via CodeRed; water bills; the plexiglass shield is positive.

Mayor Burgess re-stated the plan to provide the process for water billing and spoke on the type of shield

  o J. Cast expressed concern about the CodeRed ineffectiveness; lack of transparency; the number of empty houses and high grass; the budget and its hearings; pay raises; Falco and his replacement; and the police department’s upgrades

Mayor Burgess stated that CodeRed notifications should be sent; he asked that addresses for high grass should be sent to his office; budgets will be addressed with Department Heads; pay raises will be negotiated; the police department is being upgraded, and consideration for another canine unit is being entertained.

  o D. Holmes re-affirmed the services that Bright Star could provide.
GENERAL COMMENTS FROM MAYOR & TRUSTEES

- Trustee Bell asked residents to look out for one another.
- Trustee Brewer stated that contracts need to be reviewed and policy and procedures need reviewing, and information should be provided in advance of the presentations; she requested Aging reports and an item that was removed; she requested confirmation on payment to three employees and to review all payroll every two weeks; she mentioned the hiring and spending freeze and the attempt to provide raises; The I-Team should give information.
- Trustee Jasinski asked about the lack of communication concerning the closing of McDonald’s and the storefronts that were vandalized. Residents should have been alerted via CodeRed.
- Trustee Grant stated his view of the Village Hall reopening and appealed to all to practice safe distancing.
- Trustee Todd asked about the new business and if they knew that a drive-thru would require Code approval; the lack of communication to residents concerning the looting and rioting that took place and information should have come from the Mayor or Clerk.
- Trustee Williams reported the next Committee meeting on June 10th, the Food Distribution planned for June 12th. She asked that the Mayor, Trustees and the Clerk participate; the canine position should be returned; the need for official communication with residents and Trustees in times of an emergency; and she read a letter from Commissioner Donna Miller. Trustee Williams will provide a copy of her report to the Clerk’s office.
- Mayor Burgess reiterated that windows were broken but that there was no looting or riots. He advised of his communication with the Police Chief and the steps taken to secure the businesses. He read a message to be disseminated by the Clerk via Email e-blasts, e-news, and to the Trustees.

ADJOURNMENT
Having completed the agenda items, Mayor Burgess called for a motion to adjourn at 10:48 p.m.

Trustee Bell moved, and Trustee Jasinski seconded

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

Be advised that Board Minutes dated 6/02/2020 were submitted to the Board of Trustees for review on 6/16/2020 and approved 6/23/2020. They were presented and approved timely.

______________________________
Derric N. Burgess, Mayor

______________________________
Marva Campbell-Pruitt, Village Clerk
Board Meeting
of
the Corporate Authorities
Village of Sauk Village
VIA REMOTE VIDEO – ZOOM and ON-SITE

Tuesday, June 9, 2020
7:00 p.m.

CALL TO ORDER: Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:18 p.m.

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

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

Staff Present: Interim Director/Treasurer Anthony Finch, Fire Chief Stephen Barrett

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

2) MOTION TO RECESS TO EXECUTIVE SESSION
Mayor Burgess asked for a motion to Discuss Personnel and Litigation, Review of Executive Board Minutes, and Real Estate at 7:22 p.m.
Trustee Todd moved, and Trustee Bell seconded.

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

Motion Carried

3) MOTION TO RECONVENE REGULAR BOARD With Action to be Taken
The Board Meeting reconvened at 9:

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

a. Motion to Engage the Services of a Human Resources Consultant
Todd Brewer

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

4) **APPROVAL OF MINUTES**
   a. Motion to Approve the Journal of Proceedings for the Board Meeting of May 12, 2020

   Trustee Todd moved, and Trustee Brewer seconded

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

   b. Motion to Approve the Journal of Proceedings for the Special Board Meeting of May 19, 2020

   Trustee Bell moved, and Trustee Todd seconded

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

   c. Motion to Approve the Journal of Proceedings for the Committee Meeting of May 19, 2020

   Trustee Todd moved, and Trustee Jasinski seconded

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

   d. Motion to approve and hold the Executive Board Meeting Minutes of May 19, 2020

   Trustee Bell moved, and Trustee Williams seconded

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

   e. There was no need to call a vote for Item E as the motion to hold the minutes had previously carried.

5) **PUBLIC COMMENT**
   • J. Cast asked about copies of Accounts Payable; lacking transparency and accountability where a homicide was concerned; not receiving police data; outdated Sargent’s List
Response: Accounts Payable is available after its approval. Will seek protocol concerning the transition of the youth; It and the Sergeant’s List was discussed in the Police Chief’s report.

- Mr. Robinson of 911 and Bud’s Ambulance asked to be paid the outstanding balances timely and wished the Village well. He made their services available until July, if needed.

- P. Couch discussed the grass cutting that was recommended; the participants being muted on the call; fireworks.

Response: The Village Clerk provided logistics on how all participants on Zoom are muted and that their video is off upon entry. Mayor Burgess addressed fireworks and grass cutting efforts.

- R. Bishop discussed the lack of grass cutting and the retention pond in the Carolina Sub-division

Response: Mayor Burgess will research who provided the services last year. He asked that addresses of the offending homes be phoned into the Village. He stated that he would send her an e-mail response the next day.

- L. Washington complimented the PPE Shield and the police car presence as positive. She expressed concerns for the loud, expletive music is offensive; Human Resources position; the possibility of a Police Blog.

Response: Mayor Burgess expressed appreciation for the acknowledgments; The loud music should continue to be reported and advise of the potential fines.

6) REPORTS OF DEPARTMENTS
   a. Mayor’s Report – Mayor Derrick Burgess, stated
      i. Mentioned the unrest and is proud of Sauk Village in that we did not have the looting and damage of other municipalities. He was hopeful that the Village would continue to follow guidelines regarding social distances and to wear masks and wash your hands. The new norm will be our reality.
      ii. Announced that he still has masks available
   b. Village Clerk – Ms. Marva Campbell-Pruitt, reported on the Census and the committee’s outreach efforts. She announced that the current completion rate was 56.6%. She appealed to everyone to complete the questionnaire.
   c. Village Engineer – Mr. Jim Czarnik provided an update on the 2019 maintenance hole project study. The report will be filed with the certified minutes. He made recommendations to continue to apply for a loan through the Environmental Protection Agency.
   d. Village Attorney – Atty. Mike McGrath
   e. Treasurer’s Report – Mr. Anthony Finch

7) REPORTS OF DEPARTMENTS
   a. Finance & Administration – Interim Director Anthony Finch
   b. Fire Department - Chief Stephen Barrett, provided stats on the number of calls answered, and the efforts to sanitize the fire station.
   c. Police Department - Chief Malcolm White, addressed some of the public commenters and asked that the calls be steered to him. The Board of Police and Fire Commission have been meeting and developing a schedule. He provided the data on the calls for service and arrests. He announced a June 15, 2020 training that would be shared with the Village of Lynwood. He provided a criminal update from the November 26, 2019 incident, and explained why transparency could not be readily evident during investigations.
   d. Emergency Management Agency – Trustee Todd read the report that will be filed with the certified minutes outlining the efforts from May 2020.
e. Public Works – Director Kevin Weller was not present.

f. Community Development – Mayor Burgess, read the report that will be filed with the certified minutes. He announced a grant received for $500.00. Business License renewals have been sent out.

8) **REPORTS OF TRUSTEES/STANDING COMMITTEES**
   a. Public Safety Committee – Trustee Gary Bell, had no report.
   b. Public Services Committee - Trustee Bernice Brewer reported the efforts to gain access to CIVIC. Trustees can opt-out of the process.
   c. Budget & Finance Committee- Trustee Rodrick R. Grant, had no report. He announced the budget meetings between Mr. Finch and the Department Heads. He would be bringing back the Finance Policy for review at the next Committee Meeting.
   d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski has no report. She hoped to meet in July.
   e. Ordinance Review Committee - Trustee Linda L. Todd stated that they have not met and hoped to meet in July.
   f. Public Events – Trustee Debra Williams announced the meeting the following evening. She announced the Food Distribution with many partnerships on July 12, 2020.
      i. Mayor Burgess asked for clarification on logistics to ensure they were covered.

9) **REPORTS OF COMMITTEES AND COMMISSIONS**

10) **UNFINISHED BUSINESS**

11) **NEW BUSINESS**
   a. Motion to Approve the Accounts Payable and Disbursements 23660.64
      
Trustee Williams moved, and Trustee Todd seconded
      
**Comments**: Trustees had not received the requested payroll information for employees, and there was a record to pay Bud’s. A question from the Mayor about how they would know if individuals were being overpaid.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

b. Motion to Direct the Village Attorney to Notify Bud’s Ambulance Service that its Contract with the Village of Sauk Village is Being Terminated.

Trustee Williams moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustees Brewer, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Bell
Motion Carried

c. Motion to Approve the contract with Brightstar to Provide Ambulance Services to the Village of Sauk Village.

Trustee Brewer moved, and Trustee Todd seconded

Comment: A Trustee asked if the recommended changes been made to the contract they were readying to ratify. He was informed that the changes had been made.

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

Motion Carried

d. Motion to approve an Ordinance Amending sec. 6-62 (closing hours) of Article III (standards) of Chapter 6 (alcoholic beverage establishments) of the Sauk Village Municipal Code to Change the Time for Retail Sales of Liquor.

Trustee Todd moved, and Trustee Brewer seconded

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

Motion Carried

12) General Comments from the Mayor and Trustees

Trustee Brewer reiterated the requested materials not received with hopes to receive the data.

No Comments from Trustee T

Trustee Jasinski requested a response to her inquiries

Trustee Williams spoke of the police presence during the pandemic. She expressed concerns about the fireworks.

Trustee Grant thanked the first responders for keeping us safe. He thanked the Police Chief for his detailed report.

Mayor Burgess promised to respond to the requested emails from Trustees.
13) **ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 10:51 p.m. Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd

Nays: Trustee Williams

**Motion Carried**

_________________________________________
Derrick N. Burgess, Mayor

_________________________________________
Marva Campbell-Pruitt, Village Clerk

Be advised that Board Minutes dated 6/09/2020 were submitted to the Board of Trustees for review on 7/8/2020 and approved 7/16/2020.
CALL TO ORDER
Mayor Burgess called the Committee of the Whole Meeting to order at 6:05 p.m.

Roll Call
On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Others in Attendance: Interim Finance/Treasurer Finch, Police Chief White, arrived later to the meeting.

DISCUSSIONS

Police Chief Malcolm White
Chief White was not in attendance at the start of the meeting. He presented it later during the meeting.

Village Clerk Marva Campbell-Pruitt
o An Ordinance Establishing Open Meetings Act Remote Attendance & Disaster Remote Meeting Policies
  ▪ The Village Clerk discussed the Ordinance and justified its need relative to a remote meeting. The item would be on the next meeting for ratification. A question was asked about verbatim recordings and was informed that the ZOOM Meeting is being recorded, but it does not pertain to meeting minutes.

Trustee Rodrick Grant
o Finance Policy and Procedures
  Reintroduced the document and had asked and received a few comments from Trustees. The feedback received was made and red-lined for ease of reading. He asked each Trustee individually if there were other comments. Additional questions were asked about written bids; the Interim Village Administrator reviewing the document; and a list of changes had been presented; requested legal guidance pertaining to those who would approve financial documents; investment policy, contracts, and procurement were missing; separation of duties; it appears to be a home-rule policy. Trustee Grant clarified the concerns and highlighted the location in the document where the referenced items were located; All
processes were asked to be included in the policy. Trustee Grant will follow up with sending the
document to the Attorney after the Interim Village Administrator and Finance Director provided
recommendations, and he asked that the document be brought back for review.

- **Trustee Bernice Brewer**
  - **Spending Freeze**
    Trustee Brewer asked questions about the spending freeze before suggesting additional
appropriations for PPE. She stated that the Settlement Agreement allowed for training expenses
for CIVIC and asked about the Forensic Audit.
  - She spoke of the need to separate MFT Funds and CDBG Grants. Mayor Burgess shared the
regulations of CDBG and how to utilize MFT funds to offset costs that the CDBG funds do not
cover. Neither are subjected to the Spending Freeze recently approved. PPEs can be included in
the upcoming budget.

  ▪ **Comments**
    - Mr. Finch provided an update on the proceedings of the Forensic Audit and the
Annual Audit. The training was not in the previous budget and did not recall it
being in the Settlement Agreement. He does not agree with legislative bodies
having access to systems. Access was intended for data, as the company cannot
make the needed provisions to ensure its confidentiality and stability by making it
“read-only” access. He clarified that his department had provided financial
information as requested.
    - Trustees responded accordingly: The Board was not in agreement with all Trustees
having access as it was needed. A solution would be to place the Village
Administrator responsible for securing the requested information. The
Settlement Agreement was read clarifying access to review only, and that training
was not included.

- **Police Chief Malcolm White**
  The Chief provided two presentations to provide background, history of availability of both
agreements to be voted on at the upcoming Special Board Meeting.
  - **StarCom User Agreement (Portable Radios)**
  - **Contract with AXON (Body Cameras)** (Both sides of the document were not printed. He will send
it.) He recommended utilizing funding through DEA.) Additional add-on capabilities were
discussed. He mentioned other companies for which he does not endorse.
After the presentations, it was agreed to vote on both contracts with the stipulations as stated.
Comments/Questions
The Mayor asked for clarification on costs, and a Trustee asked if there was a policy in place and
to have it available to Trustees. There is no policy.
- **Trustees Gary Bell & Debbie Williams**
  - Hiring an interim part-time Village administrator (Ordinance and Consultant Agreement)
  - Hiring a Human Resources Consultant (Consultant Agreement)

- Trustee Williams took the lead in discussing the amended Ordinance and the agreements. She discussed items that were redlined that should remain concerning personnel, to over-seeing employee issues in the absence of a Human Resources staff. She addressed the language in the Human Resource’s agreement Consultant’s language recommended by the Mayor to include the Mayor and consent of the Board of Trustees for the appointments.
  - She discussed the longevity of the contract and how the agreement can be terminated. Some items required corrections. Those agreements would be presented and shared with the Trustees before sending back to the Attorney.
  - She stated that she did not agree with an increase in payment after 90 days for the Village Administrator. Evaluation Process is required within the 90 days.

**Comments/Questions**
Trustees expressed concerns with the need to firm up the sole responsibilities of the Human Resources position as it is not so static. There should be two separate Ordinances. Concerns were expressed that the Village Administrator recommends to the Board, salaries of employees as it is not within the purview of the Board. The HR person should not be considered temporary without concern who would pick up the slack of the responsibilities. There is hope that both positions should remain in the Village indefinitely. The changes require correcting before ratifying the Ordinance as the dollar amounts are incorrect, and there are many changes needed. A Trustee asked to include in the two separate Ordinances, greater specification of the days and number of hours to be worked.
The agreements and Ordinance will be on the upcoming schedule for ratification. They can be amended as needed.

- **Treasurer Anthony Finch**
  - Insurance Broker, Kahlil Hogan, provided a presentation on the Village’s insurance premiums of the HMO and PPO coverage, the rates for individuals, and families in varying denominations. Employee and employer contributions were presented for both. He discussed an increase in the PPO coverage deductibles for employees, but with the actual amount being paid by the Village. The recommended PPO would still be a cost-saving for all concerned. With the Village realizing approximately $73,000.00 a year. HMO coverage is unchanged.

**Comments/Questions**
Concern was expressed on the lateness of receiving the document. A plan was discussed to send the document to the Attorney and to discuss the insurance options with the employees via a presentation. A decision is not needed until August 1, 2020.

Union Contract
- Mr. Finch spoke of the possibility of going to Arbitration. He would like to bridge both contracts in 2021 to ensure that they are in sync. He also confirmed the pay increase and the need for clarification for the terms of the retro pay. Once the Trustees approve the change, the proposal would be presented to the Union and the Attorney.

PUBLIC COMMENT
- P. Couch spoke of the yard being mowed, though it is unfinished. She asked about improvements on streets Paxton and Shirley from the repairs from numerous years ago; and an FOIA from March 12th.
  - Mayor Burgess discussed his efforts with correcting the issue with the grass and informed that that project is in the queue. The FOIA will be resent.
- J. Cast read information from a legal group concerning volunteers and FOIA responses.
  - Mayor Burgess responded that the Village Attorney confirmed that a volunteer could answer FOIAs. He would verify the insurance and bonding mentioned.

GENERAL COMMENTS FROM MAYOR & TRUSTEES
- Trustee Brewer spoke on the unaccountability of funding and Trustee approval of payment, access to documents, the Settlement Agreement, and the ability to have information.
- Trustee Jasinski asked for transparency and that her requests and questions be fulfilled.
- Trustee Todd asked about a temporary Ordinance to postpone the deadlines for stickers, pet licenses, business licenses, etc. Mayor Burgess responded to his attempts to communicate with the Attorney.
- Trustee Williams reported on 500 – 1,000 boxes of donated food at Bloom Township and that going forth, she would need to undergo a former process. She reminded them of her offer to complete the FOIAs, the inability to receive reports on them as requested. She discussed pages on Social Media that provide inaccurate information, and items on the SVI page needs correction.
- Trustee Grant reminded of the meetings scheduled to meet with Department Heads on their budgets
- Trustee Bell asked about the food tax at Pop’s, a modular home request, and a staff who is working from home. Mayor Burgess responded to the food tax and stated it would likely go to litigation. He mentioned HIPAA Laws making it impossible to discuss employee’s health.
- Mayor Burgess spoke of his attempts to be transparent. He took exception to statements that the Village and Village Hall is in disrepair and the accusations of misappropriation of funds.

ADJOURNMENT
Mayor Burgess asked for a motion to adjoin the meeting at 9:52 p.m. Trustee Brewer moved, and Trustee Williams seconded.
On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

______________________________
Derrick N. Burgess, Mayor

______________________________
Marva Campbell-Pruitt, Village Clerk

Be advised that the Committee of the Whole Minutes dated 6/16/2020 were submitted to the Board of Trustees for review on 7/21/2020 and approved 7/28/2020. They were outside of the OMA thirty (30) day guidelines.
Journal of Proceedings
For the Special Meeting

OF THE VILLAGE OF SAUK VILLAGE
Corporate Authorities

SAUK VILLAGE MUNICIPAL CENTER
21801 TORRENCE AVENUE
SAUK VILLAGE, ILLINOIS
VIRTUAL MEETING USING ZOOM

Tuesday, June 16, 2020
7:00 p.m.
(Immediately following the Committee of the Whole Meeting)

1. CALL TO ORDER: Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 10:03 p.m.

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

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

Staff Present: Interim Director/Treasurer Anthony Finch, Fire Chief Stephen

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

3) MOTION TO ENTER INTO EXECUTIVE (CLOSED) SESSION
   There was no Executive Meeting.

2) MOTION TO RECONVENE SPECIAL BOARD MEETING OPEN SESSION

3) PUBLIC COMMENT
   - P. Couch spoke to the need to move forward with hiring new people.
   - L. Washington asked if the positions were posted or if a search was conducted?
Response: Mayor Burgess reported that the positions were posted on the Village website. He does not know who recommended the candidates

4) NEW BUSINESS
a) Motion to Approve an Ordinance Establishing Open Meetings Act Remote Attendance & Disaster Remote Meeting Policies

Trustee Bell moved, and Trustee Williams seconded

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

b) Motion to Approve an Ordinance amending Article IV “Officials and Employees” of Chapter 2 “Administration” of the municipal code to amend the duties of the Village Administrator and create the position of Human Resource Consultant. (Tabled)
c) Motion to approve the Consultant Agreement between the Village of Sauk Village and Sonya K. Douglas, Consultant. (Tabled)
d) Motion to Approve the Village Administrator Agreement between the Village of Sauk Village and Jerry Hurckes, Consultant (Tabled)

7. Comments of Mayor and Trustees
• Trustee Brewer responded that in the past, positions were not approved with the consent of the Board; she had asked for agenda items that were not included
• Trustee Todd had no comment
• Trustee Jasinski asked for requested information; and that the Trustees are informed on matters
• Trustee Bell stated that this is not a platform for politics
• Trustee Williams asked when we would move to Phase IV to end Zoom Meetings: The Board Meetings are not a platform for political campaigning
• Trustee Grant had no comment

8. Adjournment

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 10:20 p.m.
Trustee Brewer moved, and Trustee Williams seconded.
On Roll Call
Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried
Trustee Bell was present, but technology failed.
Be advised that Special Board Minutes dated 6/16/2020 were submitted to the Board of Trustees for review on 7/9/2020 and approved 7/14 2020.
1. CALL TO ORDER: Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:13 p.m.

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

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

Staff Present: Interim Director/Treasurer Anthony Finch, Police Chief Malcolm White, Clerk Marva Campbell-Pruitt, Atty. Mike McGrath

2) MOTION TO RECESS TO EXECUTIVE SESSION
Mayor Burgess asked for a motion to Discuss Personnel and Litigation, Collective Bargaining, and Real Estate at 7:15 p.m.
Trustee Bell moved, and Trustee Williams seconded.

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

3) MOTION TO RECONVENE REGULAR BOARD With Action to be Taken
The Board Meeting reconvened at 8:30 p.m.

Moved by Bell, and seconded by Trustee Jasinski

ON ROLL CALL

Trustees Bell, Brewer Grant, Jasinski, Todd, Williams
Trustee Todd Moved, and Trustee Williams to table the actions from Executive Board Meeting as follows:

i) Motion to Approve an Agreement Between Village of Sauk Village and United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union AFL-CIO (Public Works Employees)

ii) Motion to Approve an Agreement Between Village of Sauk Village and United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial, and Service Workers International Union AFL-CIO (Office & Technical Employees)

ON ROLL CALL
Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams
Nays: None
Motion Carried

4) APPROVAL OF MINUTES

a. Motion to Approve the Journal of Proceedings for the Board Meeting of May 26, 2020
   Todd 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 Journal of Proceedings for the Committee Meeting of June 2, 2020
   Trustee Todd, and seconded by Trustee Jasinski
   On Roll Call
   Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
   Nays: None
   Motion Carried

5) PUBLIC COMMENT

• J. Cast spoke of the administration’s lack of transparency concerning police reports, finances, and honesty and the Mayor’s non-responses.
  o Mayor Burgess responded to the overuse of the word transparency, and he stated the process for the Accounts Payable Report and the volunteer. He deferred to the Police Chief to respond to the allegation of his department’s lack of reports.

• H. Parker expressed concern about the lack of news on the happenings in the town, rather than seeing it in the news reports. She spoke on the fireworks blasting, and the police car out of the jurisdiction
  o Mayor Burgess responded and deferred to the Police Chief for responses that were mentioned. Fireworks are illegal, and citations would be issued.

• P. Couch spoke on grass mowing and did not want double payment, the dog issue; the SVI page and logo
  o Mayor Burgess responded that the bank would receive a bill for the mowing done by the Village. He could not control the Social Media pages.
- L. Washington commented on the Bike Ride with hopes that residents participate, she asked about extra masks and for them to be distributed at the Bike Ride.

6) **REPORTS OF OFFICERS**

a. **Mayor’s Report - Mayor Derrick Burgess:**
   i. Discussed the standards and activities permissible under Phase IV of the Illinois Reopening Plan to be in effect starting that Friday.
   ii. Announced participants for the Bike Ride scheduled and the intended routes

b. **Village Clerk – Ms. Marva Campbell-Pruitt:**
   i. Announced where the Phase IV planned could be accessed on the FB e-News page, and that our capacity limitations are only twenty-four.
   ii. Announced the Census Assistance and Voter Registration at the Bike Ride Event
   iii. Appealed to all to share with others the importance of completing the questionnaire.
   iv. Announced the Election Forum for candidates interested in running for office

c. **Village Attorney- Atty. Mike McGrath** had no report

d. **Village Engineer – Mr. Jim Czarnik** provided a written report stating the company’s assistance with completing grants and made recommendations. The report will be filed with the certified minutes

e. **Treasurer’s Report – Mr. Anthony Finch** had no report, but he discussed the Payroll and Accounts Payable. There was a vendor to be pulled (IDES), and there would be a revised report presented the next day. The Aging Report would be increasing as the cash flow is limited
   A question was asked about the Buds Ambulance invoices. It is not the last, and that there would be one more going forth.

7) **REPORTS OF DEPARTMENTS**

a. **Finance & Administration – Interim Director Anthony Finch**
   
   b. **Fire Department – Fire Chief Stephen Barrett** provided an update on the activities of the Fire Department. He provided the number and types of calls for service. He announced the Golf Outing. The next Outing will be named for Chief Stoffregen. He announced the Push-In Ceremony. The report will be filed with the certified Minutes.

b. **Police Department - Chief Malcolm White** addressed concerns and comments during public comments. His responses:
   i. He addressed his monthly reports, Chat with the Chief where he answered questions as presented
   ii. He discussed limitations of getting out information and intentions of using technology to provide information, modifications to the facility, contracts for the Body Cams, and new systems.
   iii. He provided an update on the dog, stating that the dog had been removed from the premise and is impounded
   iv. The officers in marked cars cause people to flee when they see them and fireworks is addressed as much as possible
   v. He mentioned the Mutual Aid Agreements with surrounding areas, and a police car could have been assisting.
   vi. Concerning the Police Department’s regular report, he provided the number of calls for service and the number of arrests. He mentioned departmental training. He announced that Tony’s Liquor’s donated funds for the 2020 Shop with a Cop. The written report will be filed with the certified minutes.
Trustees shared that the fireworks are professional in nature and are on-going

d. Emergency Management Agency – Mayor Burgess read the report highlighting two calls of service. Volunteers are being solicited. The report will be filed with the certified minutes.
e. Public Works – Director Kevin Weller was not present and no report
f. Community Development – Director Tonya McCoy was not present and no report

8) REPORTS OF TRUSTEES/ STANDING COMMITTEES
   a. Public Safety Committee – Trustee Gary Bell had no meeting or report
   b. Public Services Committee - Trustee Bernice Brewer had no meeting or report
   c. Budget & Finance Committee- Trustee Rodrick R. Grant commented on the Department Head’s Budget meetings
   d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski will plan a meeting in July and is looking for committee members.
   e. Ordinance Review Committee - Trustee Linda L. Todd had no meeting or report, but will meet in July, and is seeking volunteers
   f. Public Events – Trustee Debra Williams met the previous month to discuss the Food Distribution and the partners. She announced the next event. The school district requested a contract, and she announced that she would bring the contract to the next meeting for approval. She announced a recycling event and a COVID Testing event

9) REPORTS OF COMMITTEES AND COMMISSIONS
   a. Mr. Farmer’s committee will continue with ZOOM meetings. The link would be posted to their FB page. He inquired about hosting events.

10) UNFINISHED BUSINESS

   a. Motion to Approve an Ordinance to create the position of Human Resource Consultant with the addition to include developing tools to implement developing tools for recruiting, etc
      Trustee Bell, and seconded by Trustee Brewer
      On Roll Call
      Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
      Nays: None
      Motion Carried

   b. Motion to approve the Consultant Agreement between the Village of Sauk Village and Sonya K. Douglas, Consultant.
      Trustee Bell, and seconded by Trustee Brewer
      Comment: A Trustee asked for a list of priorities for the position
      On Roll Call
      Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
      Nays: None
Motion Carried
c. Motion to Approve an Ordinance amending Article IV “Officials and Employees” of Chapter 2 “Administration” of the municipal code to amend the duties of the Village Administrator.

Trustee Todd moved, and Trustee Williams seconded.

On Roll Call
Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams
Nays: Grant
Motion Carried
d. Motion to Approve the Village Administrator Agreement between the Village of Sauk Village and Jerry Hurckes

Trustee Bell moved, and Trustee Todd seconded
A Trustee requested a priority list of duties to be performed. He did not believe that Trustees did due diligence concerning IMRF. The Attorney needs to advise of the financial impact Consultant should be removed from the motion. The Human Resource Consultant will research the IMRF concerns for both new employees

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

11) NEW BUSINESS

a. Motion to Approve the Payroll and Accounts Payable Disbursements for $350,540. ??

Trustee Todd moved, and Trustee Bell seconded

Comment: Trustee asked for a copy of the Payroll Expenses

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

b. Motion to Accept a Consent Agenda to Approve:
   i. A Resolution approving AXON’s Sales Terms and Conditions for Body Camera Equipment
   ii. A Resolution Approving a User Agreement with Motorola for the STARCOM 21 Radio Systems

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

12) General Comments from the Mayor and Trustees

- Trustee Bell asked about the Sauk Food Tax
- Trustee Brewer had no comment
- Trustee Grant stated this was the worst meeting, and it was unacceptable. He read a written statement concerning the appointment of the Village Administrator
- Trustee Williams stated that she was unaware of the Bike Ride and had not been invited or told about the event. She mentioned the conflicts of other activities because of the lack of information. She rebutted Trustee’s by asking about the process of hiring a former finance director and if the previous Board approved past hiring. She mentioned the new hires and the importance of them coming aboard in part-time positions.
- Trustee Jasinski mentioned the Bike Ride and that it conflicts with another event. She echoed much of what another Trustee stated.
- Trustee Todd piggy-backed on other statements concerning the Bike Ride. She was offended that Trustees were not personally invited. The SVI page could be stopped.
- Mayor mentioned other pages on Social Media and their constitutional rights. He expressed displeasure that he was unfairly accused. He did not slight anyone.

13) Adjournment

Having exhausted all agenda items, Mayor Burgess called for a motion to adjourn at 10:10 p.m.

Trustee Williams moved, and Trustee Bell seconded

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

______________________________
Derrick N. Burgess, Mayor

______________________________
Marva Campbell-Pruitt, Village Clerk

Be advised that the Board Minutes dated 6/23/2020 were submitted to the Board of Trustees for review on 7/17/2020 and approved 7/28/2020.