CALL TO ORDER

Mayor Burgess called the Committee of the Whole Meeting to order at 8:00 p.m.
On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Others in attendance: Adm. Chris Williams, Staff Planner Maggie Jarr

MOTION TO RECESS TO EXECUTIVE SESSION

Mayor Burgess asked for a motion to recess to Executive Closed Session to discuss updates of Pending Litigation and Collective Bargaining Matters at 8:02.

Trustee Brewer moved, and Trustee Todd seconded. The vote was unanimous.

Motion Carried

MOTION TO RECONVENE

Mayor Burgess called for the meeting to reconvene at 8:45 p.m.

DISCUSSIONS

- Planner Maggie Jarr
  - There was a discussion on a Resolution Establishing a Complete Streets Policy for the Village of Sauk Village presented by Maggie Jarr, Village Planner. She stated the need for streets that can be safely traveled by all pedestrians, bicyclists, and buses. The policy is needed to establish a commitment by the Village to develop a safe, quality of life experience as captured in the Resolution. The Resolution does not require all elements on required roadways. She stated that the adoption of a policy would ensure greater access to grant funding. It was agreed that the item would be placed on the next Board Agenda.

  - There was a discussion on a proposed Resolution Outlining an Agreement Between Sauk Village and South Suburban Mayors and Managers Association (SSMMA). She advised that STP funding would be sought with 100% funding as the Village qualifies, but that it must enter into an
agreement with SSMMA. It was agreed that the item would be placed on the next Board Agenda.

Questions/Comments

- Trustee Grant asked about the Complete Streets Committee. Ms. Jarr stated that there was a meeting the previous week comprised of Dept. Heads, Directors, and a Trustee, and thought it was the right make-up, but it could be altered.
- Trustee Brewer mentioned the need for street signs as a significant focus throughout the Village

Village Clerk Marva Campbell-Pruitt

- The Village Clerk addressed the Ordinance Amending Division 4 Duties of the Village Clerk Protocol for Approval of Minutes. She stated that policy and procedures were requested for the Attorney to draft. An Ordinance was developed instead. She discussed that the one being reviewed that night were red-lined to illustrate her recommended changes to the Ordinance. She asked for comments on the revised Ordinance be sent to the Clerk’s Office by Friday so that the Ordinance Review Committee could review it along with the other recommended amendments.
  - Trustee Todd asked if the recommendations had been shared with the Attorney and was told that Clerk had planned to do so once Trustees had included their recommendations, they were all included at once.
  - Trustee Grant asked why the phrase “Tampering” was removed for the Village Clerk.
  - Mayor Burgess stated recommendations should come back to the Clerk.
  - Trustee Todd asked to have recommended changes for the Ordinance Review Committee to discuss them at the following committee meeting. She was asked if the other recommended duties and responsibilities would be included to combine all duties and responsibilities into one Ordinance. Trustee Todd did not think so, but, took great diligence to explain what the Clerk meant based upon what had been presented previously.
  - Trustee Williams pointed out language illustrated in the Binding Agreement concerning OMA and duties to approve minutes timely.
  - Much unrest ensued.
  - Mayor Burgess asked that any desired changes be submitted to the Village Clerk

- The Village Clerk spoke of the current copier’s ongoing need for servicing. She explained that it was recommended to add an attachment rather than replacing it at this time. She sought
approval to solicit a quote from Proven Copier Lease of Equipment to add an accessory for stapling documents. She was asked to bring back a quote.

- Trustee Grant thought the price was excessive. The Clerk justified the purchase as it would decrease the time used when preparing meeting documents.
- Trustee Brewer asked about the capability of the copier and was told that the attachment was needed.

- Trustee Grant
  - Trustee Grant spoke of the Finance Policy and Procedures and asked Trustees who had not provided input to do so. He asked each Trustee to comment individually. They each expressed their input on varying points with changes due to him on Friday. Trustee Grant stated that the changes would be made and brought back to the Board and then to the Attorney, and lastly, for adoption at a meeting in two weeks.

- Mayor Derrick Burgess
  - Mayor Burgess discussed the agenda item on Infrastructure Repairs:
    - He reported that he has looked at quotes for repairs. Seven streets would be impacted. Some have not been repaired since 1957 and beyond. In improving the streets, he stated that the Village must include ADA compliance. He cited a cost of $588,320.00 or $616,500.00 if concrete is used. The projects do not include sidewalks.
    - Mayor Burgess provided an update on the Tree Removal. Director Weller sought quotes from a vendor as the Village does not have the equipment. He announced quotes for removal of $2,000.00 for the larger trees and $600.00 for smaller trees. There are two hundred and fifty trees needing removal. They are targeting to start this work in the Spring.
    - The projects would cost approximately one million dollars. It would be bidded. The Mayor stated that they would not use MFT funds but was hoping to use the reserve funds. He will put information in mailboxes, and Director Weller would be the project leader.
    - Streetlights repairs would come from MFT Funds.

He was asked:
What were the priorities? A combination of the streets and trees would take precedence.
If the jobs had gone to bid? And if there would be three quotes solicited. He sought approval to go to bid with the projects. It was agreed that the item would be placed on the next Board Agenda.

- Trustee Linda Todd
Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Spending Freeze with the recommended changes for internal control. The Committee recommended change for identifying:

- Emergency spending needs
- Department heads should have authority and responsibility for maintaining their budget

Comments and questions that were identified required additional information. The Mayor asked why his position was excluded from who would be responsible for spending. He mentioned who would be responsible for overseeing services. He would want to be included in both scenarios. A Trustee stated the gray areas and the difficulty of knowing what constitutes an emergency, if the funds were available in the fund, etc. It was said that they receive a budget to actual report so that it can be realized. There was discussion about what remained in the budget or budget lines. The Ordinance was referred back to the Committee for changes and review.

Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Hiring Freeze. Recommended changes were presented, and comments were made regarding:

- Adding the language: Mayor would make recommendations with approval of the Board
- Who decides staffing needs? This decision is made at Budget Level, and it needs a note that may not be in the current budget, but the position is necessary. A statement would be required to entertain how to handle an exception where a position, not in the budget, is essential and approved by a budget amendment.
- There are needed timelines for when the Hiring Freeze is in effect.

The Ordinance was referred back to Committee to add language.

Ordinance Amending Article II of Chapter 78 (Rehab Water) Trustee Brewer and Dir. Finch recommended a new language required as some businesses do not have meters to check. Trustee Grant asked if the price for commercial meters be added? It was agreed that the item would be placed on the next Board Agenda.

**PUBLIC COMMENT**

- J. Cast spoke on the handicap accessible doors; was confused by the two agenda as presented.
- C Boetcher asked if the tree cutting included stump grinding, the Code Red, and a Kindness banner.
- D. Sapp asked about the Forensic Audit and how many years would it cover and Street lights.
- J. Hinko spoke of the length of Executive Sessions, and that it should occur at the end of the meeting, and sixteen cars without village stickers.
- P. Couch spoke on Purchase Orders; dog licenses; Forensic Audit; Road Repairs; Check holds and the need for respect.
Mayor Burgess’ Responses

- The Accessible Door does not lock appropriately regularly. They are attempting to establish a practice so as not to burn out the motor.
- The Village owns a grinder. Research to determine if the company or Public Works would handle the stump removals; Registration is needed for CodeRED; A banner is school district related and would come from them.
- The Forensic Audit would move forward as it was voted upon.
- Executive Session must occur when those being paid are available.
- Purchase Orders on every item can be explored, Village Stickers we do not target people, but people should pay for them.
- Dog Licenses, we are losing money.
- Respect must be provided, and going forth, meetings would be stopped.

General Comments from Mayor & Trustees

Trustee Williams announced the next event of the Committee.
Trustee Bell announced the next Committee meeting.
Trustee Grant had no comment.
Trustee Jasinski announced the next Committee meeting.
Trustee Brewer reiterated the need for the Forensic Audit. She questioned the timing of the service upgrades recommended.
Trustee Todd announced the next Committee meeting. She stated the need for volunteers.
Mayor Burgess announced plans to attend a meeting on the outbreak of the Coronavirus. He would bring back information.

Adjournment

Mayor Burgess called for a motion to adjourn at 10:58 p.m. Trustee Bell moved, and Trustee Brewer seconded. The meeting adjourned by common consent.

Please be advised that Committee Board Meeting minutes dated 3/03/2020 were submitted to the Board of Trustees for review on 4/03/2020 and approved 4/16/2020 and have exceeded the 30-day deadline and are in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk
CALL TO ORDER: Mayor Derrick Burgess called the Special Meeting of the Corporate Authorities to order at 6:45 p.m.

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

Roll Call: Present: Trustees: Brewer, Bell, Grant, Todd, Williams
Absent: Trustee Jasinski

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

Mayor Burgess called for a motion to approve a Resolution Approving the Retention of Sikich, LLP for Forensic Auditing Services in the Village of Sauk Village, Illinois.

Trustee Brewer moved, and Trustee Williams seconded.

Comments and Questions:

Extensive dialogue ensued as there was a significant number of questions, suppositions, and unrest.
• Trustee Grant stated his reluctance to expending the reserve funds. He asked if the funds from the Reserves would be paid back if there were no findings.
• Trustee Williams expressed disappointment that the Interim Finance Director was not present. She referenced Section Two of the Resolution concerning the year(s) and the years for which the Forensic Audit would encompass. It was her understanding that it would cover one year, not two, and that it would cover 2017-2018.
• Trustee Grant stated that the subject was presented at the Committee Meeting and that they reviewed three companies. They had not discussed the scope for the Forensic Audit and that neither firm had been decided; another Committee of the Whole meeting was required before a meeting to adopt and approve a Resolution and company.
• Trustee Williams countered that the Interim Director asked for their recommendations to be sent to him. Trustees communicated with the Interim Director by e-mail and agreed to follow his recommendation of Sikich.
• Trustee Grant avowed that the meeting conducted that night should have been to approve the company in the public’s view collectively and asked not to vote on the item in light of the number of comments.
• Trustee Williams stated that it was appropriate to have those discussions before the vote.
• Mayor Burgess asked if there was a reason that the vote had to be taken that night as he thought there was readiness on the motion that was not evident. He stated that he called the meeting as he was forewarned that if he did not, three Trustees would call for the meeting with the agenda item as noted. He asked if anyone had reached out to the Interim Director for him to attend the meeting and if notice had been provided for him to be in attendance.
• Trustee Williams stated that she assumed he would be present.
• Trustee Brewer stated that she had talked with the Interim Director and other Trustees individually, and that was the reason for the vote to go forth. She cited reasons for the need of the Forensic Audit.
• Mayor Burgess inquired why move forward with the vote with the number of questions being asked without answers.
• Trustee Bell stated that they are accepting the Interim Director’s recommendation.
• Trustee Todd commented that an e-mail was sent to Trustees by the Interim Director asking for the chosen company, the years, what he wanted to be in the scope, and where the funds should be derived. She inquired if all Trustees had received and responded to the email. She suggested that they moved forth with the vote.
• Trustee Williams stated that the Resolution could be amended for one year, or they could proceed to include the two years and that funding would come from the reserves.
• Mayor Burgess stated that the use of reserves is not acceptable. He thought payment would be from the Line of Credit. He shared that they had always talked of a two-year audit. Those funds (Reserve) should be used for infrastructure repairs.

• Trustee Williams stated that she was told that the reserves would be more advantageous and cited the differences, as said to her by the Interim Director.

• The Village Clerk took liberties to state that the process undertaken was comparable to a behind the scenes transaction (a back-door transaction) and how improper the actions had been. She noted that the discussions should have transpired at a Committee Meeting, not individually with the Interim Director in person or via e-mails. She mentioned the three companies presented and the Trustee’s request to have comparables of all three companies. She explained why she submitted an FOIA request as the correct procedures had not been followed. She informed of her intentions if the vote goes forth.

• Mayor Burgess asked for confirmation of the Village Clerk’s comments and its intent. He informed that voting on a $100,000.00 a year, Forensic Audit without knowledge, would result in the Annual Audit being delayed during the Forensic Audit.

• Trustee Todd suggested that another special meeting should be called when the Interim Director is available.

• The Mayor asked if the originator desired to rescind the motion. It was not accepted.

On Roll Call

Ayes: Trustees Gary Bell, Bernice Brewer, Linda Todd, Debra Williams
Nays: Trustee Grant
Absent: Trustee Jasinski

Motion Carried

Public Comment

K. Boetcher commented on the Forensic Audit and asked would misappropriated funds be refunded, how, and if there would be prosecutions.

P. Couch read a stature concerning speaking on the same subject more than twice. The need for the Forensic Audit should be paid by any available funds.

J. Cast stated that the Forensic Audit should have been completed a while back as there were alleged issues. The Interim Finance Director’s recommendation should be accepted. She thought the previous week’s meeting had accomplished it.
Mayor Burgess’ Responses

Asked what to do when fraud is found, and what do you do when there are no findings?

Forensic Audit was passed and would go forth, and the Mayor will fight for the money as the interest has been $16,000.00 in a year.

Adjournment

Mayor Burgess called for a motion to adjourn at 7:41 p.m. Trustee Bell moved, and Trustee Brewer seconded. The meeting adjourned by a voice vote and comment consent.

Please be advised that the Special Board minutes dated 3/3/2020 were submitted to the Board of Trustees for review on 4/2/2020 and were approved 4/16/2020 and will exceed the 30-day deadline, in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt
CALL TO ORDER: Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:05 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: Eng. Jim Czarnik
Administrator Chris Williams
Chief Malcolm White
Chief Stephen Barrett
Treasurer/Interim Finance Director Anthony Finch

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

2. MOTION TO RECESS TO EXECUTIVE SESSION
There was no Executive Board Meeting

3. MOTION TO RECONVENE REGULAR BOARD

4. APPROVAL OF MINUTES
a) Motion to Approve the Journal of Proceedings for the Special Board Meeting of February 4, 2020.

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

b) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of January 28, 2020

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

c) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of January 21, 2020

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

5) Public Comment
- J. Cast - different agenda, snow plowing, the hospitalization of the former Fire Chief;
- B. Sterns - updated marquee; posting meetings
- C. Pondexter on behalf of the Deer Creek Homeowners Assoc. - Fire hydrants, streetlights, 39 dead trees, and high taxes, infrastructure, forensic audit

Mayor Burgess’ Responses
- The Chief’s hospitalization is personal
- Issues take precedence over updating the marquee
- Public Works and the Village Administrator will address the problems of Deer Creek

6) Reports of Officers
a. Mayor’s Report - Mayor Derrick Burgess:
   i. Asked residents to use care, antibacterial gel, and caution considering the Coronavirus.
   ii. Reported on a meeting for housing issues to take care of the vacant homes or demolition as a last resort. Landbanks have been asked to partner with the Village.

b. Village Clerk – Ms. Marva Campbell-Pruitt:
i. Reported that the CDBG Grant Application was submitted

c. Village Administrator – Mr. Chris Williams:
   i. Reported that defibrillators are being installed and training is forthcoming

d. Village Engineer – Mr. Jim Czarnik:
   i. Provided an update on projects in progress. Report to be filed with certified minutes.

e. Village Attorney – Atty. Mike McGrath had no Report.

f. Treasurer’s Report – Mr. Anthony Finch
   i. Provided the corporate balance accounts
   ii. Provided the balance in the Reserve Account

7) REPORTS OF DEPARTMENTS

a. Finance & Administration – Interim Director Anthony Finch:
   1. Reported that total distributions were $426, 510.70, and asked that it be approved.

b. Fire Department - Chief Stephen Barrett:
   i. Reported twenty-nine calls of service, one fire-fighter completed training at Prairie State, and two firefighters are expected to graduate in a couple of months, and at that point, all staff would be fully certified. Report to be filed with certified minutes

c. Police Department - Chief Malcolm White:
   i. Reported 350 calls for service and nine arrests, all fire and police personnel were recertified in First Aid/CPR/AED training. Report to be filed with certified minutes.

d. Emergency Management Agency - Director Allen Vavrik – In his absence, Mayor Burgess read the report. Report to be filed with certified minutes.

e. Public Works – Director Kevin Weller:
   i. Provided a report of the accomplishments from 2019, and an update on current work efforts of staff.
   ii. Stated that the staffing pattern had not changed, though the work output is much greater. Report to be filed with certified minutes.
      o Trustee Grant requested an update on all fire hydrants.

f. Community Development - Director Tonya McCoy - Absent

8) REPORTS OF TRUSTEES/ STANDING COMMITTEES

a. Public Safety Committee – Trustee Gary Bell announced the March 17th meeting.

b. Public Services Committee - Trustee Bernice Brewer
   i. Reported that the Public Works Department is staffed with nine people, but they are hindered by lack of staff and financing

c. Budget & Finance Committee- Trustee Rodrick R. Grant
i. Reported that he had received the comments/feedback on the policy and would send it to the Attorney and then bring back to the Board for review.

d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski announced the March 25th meeting.

e. Ordinance Review Committee - Trustee Linda L. Todd:
   i. Announced the April 13th meeting.
   ii. Reported that she had several Ordinances to present for the Committee of the Whole.
   iii. Stated that the Committee would not review Ordinances drafted by the Attorney and that Board members could share changes on the one concerning the binding opinion of the Atty. General. She requested a special meeting to adopt the Ordinance as soon as possible.
   1. There was unrest as the Clerk had submitted changes to the ordinance that were not entertained. Mayor Burgess asked the Attorney if it could be held for the next regularly scheduled meeting. The Attorney advised if there were changes, the Board should send them to him, as he would only entertain changes from the Board members. The Clerk asked about representation from Odelson and Sterk for the Clerk and was told his office represents the Board. Mayor Burgess requested that both versions of the Ordinance be presented at the following Committee meeting, and if a special meeting were required, it would be planned.

f. Public Events – Trustee Debra Williams
   i. Spoke on the Talk with Tonya
   ii. Announced:
      1. New Calendar on the back table
      2. The Cook County Treasurer property assessment, property tax delinquency training
      3. Announced that there would be events coming up
      4. Announced Crossroads Church’s Corned Beef Dinner

9) REPORTS OF COMMITTEES AND COMMISSIONS
   a. Senior Advisory Council – Chairman, Emmett Farmer
      i. Announced the March 12th meeting and other activities. Report to be filed with certified minutes.

10) UNFINISHED BUSINESS
    None

11) NEW BUSINESS

Mayor Burgess called for motions on the following:
   a. Motion to Approve the Accounts Payable and Disbursements Dated March 10, 2020, for $426,510.70
      Trustee Bell moved, and Trustee Jasinski seconded
      On Roll Call
b. Resolution Outlining an Agreement Between Sauk Village and South Suburban Mayors and Managers

Trustee Bell moved, and Trustee Brewer seconded

On Roll Call

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

The Motion Carried

c. Resolution Establishing a Complete Streets Policy for the Village of Sauk Village

Trustee Williams moved, and Trustee Jasinski seconded

On Roll Call

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

The Motion Carried

d. Motion to Approve the Collection of Quotes for Infrastructure Repairs

Trustee Bell moved, and Trustee Jasinski seconded

On Roll Call

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams
Nays: None

The Motion Carried

12) General Comments from the Mayor and Trustees

There were no comments

13) Adjournment

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 8:10 p.m.

Trustee Bell moved, and Trustee Todd seconded. The meeting adjourned by a voice vote through comment consent.
Please be advised that Committee minutes dated 3/10/2020 were submitted to the Board of Trustees for review on 4/10/2020 and approved 4/16/2020 and have exceeded the 30-day deadline and are in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk
The Meeting of March 17, 2020, was canceled

/s/ Marva Campbell-Pruitt, Village Clerk