

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING
TUESDAY, JUNE 7, 2016**

ORIGINAL

1. Call to Order

The Regular Board Meeting of Tuesday, June 7, 2016 was called to order by Mayor Edwenna Perkins at 7:00 p.m., in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

2. Roll Call

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) H. Yarbrough, Sr., I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers. **Absent:** None. **There being a Quorum Present, the meeting was convened.**

Staff Attendance:

Willie Norfleet, Jr., Village Manager
David Myers, Asst. Village Manager/Director Community Development
Michael Jurusik, Village Attorney
Craig Bronaugh, Fire Chief
Lanya Satchell, Finance Director
John West, Director of Public Works
JoAnn Murphy, Deputy Clerk

3. Invocation: Ms. Loretta Robinson gave the Invocation.

4. Pledge of Allegiance to the Flag

Everyone remained standing and recited the Pledge of Allegiance to the Flag of the United States of America.

5. Oaths, Reports, Proclamations, Announcements and Appointments

Trustee Brandon announced the Safe Summer Initiative Program and Resource Fair being held June 8, 2016 in the council chambers. Mayor Perkins made an announcement of those persons to be contacted to be part of this year's Maywood Fest Special Events Committee. Trustee Rivers announced the Annual Fishing Trip event for youths ages 10 – 15, taking place Saturday, June 18, 2016 and July 2, 2016 noting waivers must be completed prior to the fishing dates. Mr. Norfleet read a request from Trustee Lightford for suggestions on a safer storage location for the fishing equipment. Mr. Norfleet announced the 151st Juneteenth Celebration taking place on June 18, 2016 at the Soldiers Widows Home. Clerk Mims announced the recognition of participants in the Safe Summer Art Contest to take place in the Council Chambers on Wednesday, June 15, 2016 at 4:00 p.m. and requested the board members and department heads to be present to show their support of the children's efforts. Mayor Perkins and Trustee Brandon made additional announcements of interest to the community.

A. Mayor's Report and Theme: "A SHIFT IS COMING; THINGS ARE CHANGING IN OUR FAVOR WHEN THE PEOPLE GET A MIND TO WORK.":

1. Approval to appoint Joshua M. Carter to the Historic Preservation Commission.

**MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS TO
APPROVE JOSHUA M. CARTER TO THE HISTORIC PRESERVATION
COMMISSION.**

Discussion: Trustee Rogers noted Mr. Carter was present in the Council Chambers. Mr. Carter confirmed his presence.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

B. Manager's Report:

1. **Approval regarding Traffic & Safety Commission application for a handicap sign to be erected at 1517 South 4th Ave., Maywood, IL for Claria G. Searcy and Sandra L. McIntosh.**

MOTIONED BY TRUSTEE DORRIS AND SECONDED BY TRUSTEE RIVERS THAT THE TRAFFIC & SAFETY COMMISSION APPLICATION BE APPROVED FOR A HANDICAP SIGN TO BE ERECTED AT 1517 SOUTH 4TH AVE., MAYWOOD, IL FOR CLARIA G. SEARCY AND SANDRA L. MCINTOSH.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

2. **Approval of 2016 Summer Schedule for Village of Maywood Board of Trustees Regular Meetings and Legal, License and Ordinance Committee Meetings.**

Mr. Norfleet noted the corrections to the requested summer schedule as June 19th should be June 20TH, and June 27th should be June 26th, and included August 10th, August 16th, September 14th and September 20th encompassing the approved summer schedule.

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF THE 2016 SUMMER SCHEDULE AS CORRECTED.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

C. Finance Management Report(s):

1. **Village of Maywood Open Invoices Report as of May 25, 2016 in the amount of \$1,497,611.56.**

Discussion: None

6. **Approval of minutes for the Village Board of Trustees Regular Meeting Tuesday, May 17, 2016.**

MOTIONED BY TRUSTEE DORRIS AND SECONDED BY TRUSTEE BRANDON TO APPROVE THE MINUTES FOR THE VILLAGE BOARD OF TRUSTEES REGULAR MEETING ON TUESDAY, MAY 17, 2016.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers and M. Lightford.

Nays: None

Abstain: Trustee R. Rivers

Absent: None

MOTION CARRIES

7. Approval of Warrants

- A. Warrant List No. 200413 for the Village of Maywood – Expenditures total through May 25, 2016, in the amount of \$396,164.23.**

MOTIONED BY TRUSTEE DORRIS AND SECONDED BY TRUSTEE YARBROUGH TO APPROVE WARRANT LIST NO. 200413 FOR THE VILLAGE OF MAYWOOD – EXPENDITURES TOTAL THROUGH MAY 25, 2016, IN THE AMOUNT OF \$396,164.23.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

8. Old Business: None

9. Omnibus Agenda

- A. MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF THE OMNIBUS AGENDA ITEMS A – Q WITH THE EXCEPTION OF ITEM J.**

Discussion: Trustee Rogers requested Item M be pulled and Item Q represent a correction indicating Wednesdays were not included in the Use Agreement. Trustee Rivers requested Item N be pulled.

Note: This discussion was had prior to a second given on the motion. Trustee Brandon then proceeded with the reading of the Omnibus Agenda.

A. APPROVAL OF PAYMENT TO ACCU-TRON COMPUTER SERVICE FOR COMPUTER CONSULTING SERVICES FOR THE MONTH OF JUNE 2016 IN THE AMOUNT OF \$6,300.00, B. APPROVAL OF PAYMENT TO ALLIED WASTE SERVICE FOR GARBAGE ROLL-OFF SERVICE FOR THE MONTHS OF MARCH AND APRIL 2016 IN THE AMOUNT OF \$32,779.98, C. APPROVAL OF PAYMENT TO THE CITY OF CHICAGO - DEPARTMENT OF WATER FOR WATER SERVICES FROM FEBRUARY 19, 2016 THROUGH MARCH 21, 2016 PROVIDED BY THE CITY OF CHICAGO IN THE AMOUNT OF \$246,327.24, D. APPROVAL OF PAYMENT TO COMED FOR STREET LIGHT ELECTRICAL SERVICES PROVIDED FOR THE VILLAGE OF MAYWOOD IN THE AMOUNT OF \$5,103.12, E. APPROVAL OF PAYMENT TO ILLINOIS DEPARTMENT OF EMPLOYMENT SECURITY FOR QTR/YR CONTRIBUTIONS JANUARY 1, 2016 TO MARCH 31, 2016 IN THE AMOUNT OF \$18,793.32, F. APPROVAL OF PAYMENT TO LEXIPOL FOR LAW ENFORCEMENT POLICY MANUAL AND DAILY TRAINING BULLETINS FOR THE VILLAGE OF MAYWOOD POLICE DEPARTMENT AUGUST 1,

2016 TO JULY 31, 2017 IN THE AMOUNT OF \$8,950.00, G. APPROVAL OF PAYMENT TO M.A.B.A.S. XX DIVISION 20 FOR 2016 ANNUAL DUES FOR THE VILLAGE OF MAYWOOD FIRE DEPARTMENT IN THE AMOUNT OF \$ 6,000.00, H. APPROVAL OF PAYMENT TO MERCURY SYSTEMS CORPORATION FOR 24/7 MAINTENANCE OF MODUCOMM 4 E911 COMMUNICATIONS CONSOLE/ULTRACOM E911 TELEPHONE SYSTEM EFFECTIVE MAY 1, 2016 THROUGH APRIL 30, 2017 FOR THE VILLAGE OF MAYWOOD POLICE DEPARTMENT IN THE AMOUNT OF \$19,981.00, I. APPROVAL OF PAYMENT TO VILLAGE OF MELROSE PARK FOR WATER SERVICES PROVIDED MARCH 25, 2016 TO APRIL 24, 2016 FROM THE VILLAGE OF MELROSE PARK IN THE AMOUNT OF \$45,948.84, K. APPROVAL OF PAYMENT TO YMCA FOR PROGRAM ENHANCEMENT-SWIM LESSONS, MEN/WOMEN LOCKER ROOM AND DRESSING AREA, LIFEGUARD CHAIRS AND DRI-DECK FLOORING IN THE AMOUNT OF \$12,799.17, L. APPROVAL TO BLUE CROSS BLUE SHIELD FOR HEALTH INSURANCE PREMIUMS FOR THE MONTH OF JUNE 2016 IN THE AMOUNT OF \$278,818.51, O. APPROVAL REGARDING PEDESTRIAN DOORS FOR THE GARAGE AREA AT VILLAGE HALL (40 MADISON STREET), MAYWOOD, IL. MR. WEST, PUBLIC WORKS DIRECTOR IS RECOMMENDING ACME DOOR'S AS THE SUCCESSFUL LOW BIDDER AND NOT TO EXCEED \$14,545.00, P. APPROVAL OF A CONTRACT WITH WINDOM PRODUCTION FOR A STREAMING SERVICE VIDEO ON DEMAND OR POD CAST FOR THE VILLAGE OF MAYWOOD IN AN AMOUNT NOT TO EXCEED \$350.00 ON A SIX MONTH TRIAL BASIS, AND Q. APPROVAL OF A USE AGREEMENT FROM DANKA'S BASKETBALL LEAGUE (DBL) TO USE THE MULTIPURPOSE BUILDING LOCATED AT 200 SOUTH 5TH AVE., MAYWOOD, IL GYMNASIUM MONDAY THROUGH FRIDAY FROM 4:00 P.M. TO 9:15 P.M. AND SATURDAY FROM 2:00 P.M. TO 7:00 P.M. THEY WILL ALSO HAVE USE OF THE WEIGHT ROOM ON TUESDAY AND THURSDAY FROM 6:00 P.M. TO 8:00 P.M. THIS APPROVAL IS FOR A SIX MONTH DURATION AND DOES NOT INCLUDE WEDNESDAYS.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

- B. ITEM J - Approval of payment to WebQA, Inc. for GovQA subscription annual billing June 1, 2016 through May 31, 2017 in the amount of \$9,000.00.**

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF PAYMENT TO WEBQA, INC. FOR GOVQA SUBSCRIPTION ANNUAL BILLING JUNE 1, 2016 THROUGH MAY 31, 2017 IN THE AMOUNT OF \$9,000.00.

Discussion: Trustee Brandon sought clarification on the service being provided. Mr. Myers clarified this is a 24/7 data program that allows residents and staff to put in requests / lodge complaints via the website with the ability to forward the requests accordingly.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

- C. **ITEM M - Approval regarding Proviso Area for Exceptional Children (PAEC) utilizing space at the Multipurpose Building located at 200 So. 5th Ave., Maywood, IL for PAEC transition program for the 2016-2017 school year. The organization agrees to pay the Village of Maywood the current rate in place with the Maywood Park District the amount of \$1,340.00 per month beginning August 15, 2016 through June 9, 2017. Agreement to be prepared by Village Attorney and executed by Village Manager and P.A.E.C.**

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL REGARDING PROVISIO AREA FOR EXCEPTIONAL CHILDREN (PAEC) UTILIZING SPACE AT THE MULTIPURPOSE BUILDING LOCATED AT 200 SO. 5TH AVE., MAYWOOD, IL FOR PAEC TRANSITION PROGRAM FOR THE 2016-2017 SCHOOL YEAR. THE ORGANIZATION AGREES TO PAY THE VILLAGE OF MAYWOOD THE CURRENT RATE IN PLACE WITH THE MAYWOOD PARK DISTRICT THE AMOUNT OF \$1,340.00 PER MONTH BEGINNING AUGUST 15, 2016 THROUGH JUNE 9, 2017. AGREEMENT TO BE PREPARED BY VILLAGE ATTORNEY AND EXECUTED BY VILLAGE MANAGER AND P.A.E.C.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Lightford and R. Rivers

Nays: None

Abstain: Trustee M. Rogers

Absent: None

MOTION CARRIES

- D. **ITEM N - Approval of the Summary Abatement RFP Bid Results for the Village of Maywood Public Works Department with Magnus & Anderson Landscaping, Inc. as the successful bidder for service. Agreement to be prepared by Village Attorney and executed by Village Manager and contractor.**

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF SUMMARY ABATEMENT RFP BID RESULTS FOR THE VILLAGE OF MAYWOOD PUBLIC WORKS DEPARTMENT WITH MAGNUS & ANDERSON LANDSCAPING, INC. AS THE SUCCESSFUL LOWEST BIDDER FOR SERVICE. AGREEMENT TO BE PREPARED BY VILLAGE ATTORNEY AND EXECUTED BY VILLAGE MANAGER AND CONTRACTOR,

Discussion: Trustee Rivers noted his concerns over having only one vendor for summary abatement suggesting more than one contract be approved and requested staff to perform weed control along the parkways. Trustee Brandon stated Mr. West would tap into other resources should the need arise noting the current procedures required prior to the abatement of a property and requested staff look into a quicker process to the same end. Attorney Jurusik noted all contracts are prepared and he can prepare contracts for the other vendors to agree to the low bid price should the Board agree. Trustee Dorris sought a timeframe for when the abatement will begin. Mr. Norfleet noted the bid process is present for a reason and one should not allow others to match the lowest bid price which he feels would bring about potential collusion and void out the purpose of the bid process, but notes if a problem occurs he has no problem getting it resolved utilizing another vendor. Mayor Perkins agreed with Mr. Norfleet's statements.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None
MOTION CARRIES

10. New Business

- A. Approval of payment to Klein, Thorpe and Jenkins for Legal Services pertaining to General Matters for April 2016 in the amount of \$8,858.00, with a cover memo dated May 25, 2016 from Klein, Thorpe and Jenkins, Ltd.**

MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE LIGHTFORD FOR THE APPROVAL OF PAYMENT TO KLEIN, THORPE AND JENKINS FOR LEGAL SERVICES FOR GENERAL MATTERS IN THE AMOUNT OF \$8,858.00.

Discussion: None

Ayes: Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: Mayor Perkins

Abstain: None

Absent: None

MOTION CARRIES

- B. Approval of payment to Klein, Thorpe and Jenkins, Ltd. for Legal Services pertaining to Economic Redevelopment Matters, Employment and Labor Matters, and Litigation Matters for April 2016, in the amount of \$23,324.88.**

MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF PAYMENT TO KLEIN, THORPE AND JENKINS, LTD. FOR LEGAL SERVICES PERTAINING TO ECONOMIC REDEVELOPMENT MATTERS, EMPLOYMENT AND LABOR MATTERS, AND LITIGATION MATTERS FOR APRIL 2016, IN THE AMOUNT OF \$23,324.88.

Discussion: Trustee Dorris questioned why these items were not part of the Omnibus Agenda. Mr. Norfleet responded stating if at the Legal, License and Ordinance Committee meeting there is not a unanimous decision to move it to the Regular Board meeting or if an item did not make the agenda at that meeting, then an item goes on this agenda as new business.

Ayes: Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: Mayor Perkins

Abstain: None

Absent: None

MOTION CARRIES

- C. An Ordinance ascertaining prevailing rate of wages for Laborers, Workers and Mechanics employed on Public Works projects in the Village of Maywood (2016), with a cover memo dated May 27, 2016 from Klein, Thorpe and Jenkins, Ltd.**

MOTIONED BY TRUSTEE ROGERS AND SECONDED BY TRUSTEE DORRIS FOR THE APPROVAL OF AN ORDINANCE ASCERTAINING PREVAILING RATE OF WAGES FOR LABORERS, WORKERS AND MECHANICS EMPLOYED ON PUBLIC WORKS PROJECTS IN THE VILLAGE OF MAYWOOD (2016).

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

D. Safe Summer Initiative

Trustee Brandon submitted a letter from the Safe Summer Initiative Committee requesting approval for budgeted funds to be used for the Safe Summer Music in the Park events (July 23rd, August 6th, and August 20th). He is requesting \$2500 allocated for this purpose so that bands can be secured.

Discussion: Attorney Jurusik noted this item could not be voted on due to the item not being on the agenda. Trustee Brandon noted he presented this item as directed by the Village Manager. Trustee Rogers noted the letter submitted did not indicate a dollar amount and noted his concerns over advertising of non-sponsors, the singling out of elected officials over the Village as a whole as sponsors, and requested updated documents. Trustee Brandon noted Oak Street Health is a sponsor and he noted individual names for contact purposes only with actual advertisements of the events having the Village of Maywood listed as a sponsor.

E. Special Events Committee (Note: This matter was discussed after Item 11)

Trustee Rogers noted the need to have the recommended people for the Special Events be brought before the Board in order for the Commission to be properly formed.

Discussion: Mayor Perkins and Trustee Brandon both noted it was their understanding that this was a committee for the Maywood Festival being formed and not the Commission being filled. Clerk Mims sought clarification. Trustee Rogers noted he initiated the conversation and was referring to filling the Special Events Commission with representation from all on the Board. He noted he did not want to stall plans from being made but would like these people to eventually go through the proper process to fill the Commission.

11. Public Comment

Comments from the Public – Comments were made by the following individuals: G. Clay, L. Redmond and L. Robinson. Comments are available upon request in the Clerk's office.

Response to Public Comments – Mayor Perkins, Mr. Norfleet and Trustee Brandon responded to public comments. Comments are available upon request in the Clerk's office.

12. Executive Session:

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE DORRIS TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:

- The appointment, employment, compensation, discipline, performance or dismissal of a specific employee 5 ILCS 120/2(c)(1)

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

Nays: None

Abstain: None

Absent: None

MOTION CARRIES

REGULAR BOARD MEETING RECONVENED

Call to Order

The Regular Board Meeting of Tuesday, June 7, 2016 was called to order by Mayor Edwenna Perkins at 10:11 p.m., in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

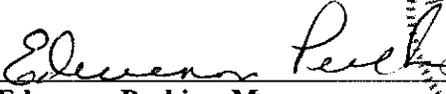
Roll Call

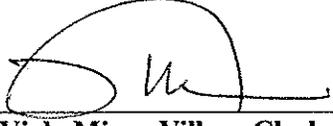
Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) H. Yarbrough, Sr., I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers. **Absent:** None. **There being a Quorum Present, the meeting was reconvened**

Adjournment

Mayor Perkins and the Board of Trustees adjourned the June 7, 2016, Regular Board Meeting with a Motion by Trustee Lightford and a Second by Trustee Rogers at 10:12 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 10:12p.m.





Edwenna Perkins, Mayor
Viola Mims, Village Clerk

Cc: Mayor Perkins
Board of Trustees
Village Clerk, Viola Mims
Village Manager, Willie Norfleet, Jr.