

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, OCTOBER 3, 2017**

1. Call to Order

The Regular Board Meeting of Tuesday, October 3, 2017 was called to order by Mayor Edwenna Perkins at 7:05 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) I. Brandon, A. Sanchez, K. Wellington and R. Rivers. **Absent:** Trustee(s) H. Yarbrough Sr. and M. Lightford. **There being a Quorum Present, the meeting was convened.**

Staff Attendance:

Willie Norfleet, Jr., Village Manager
Lanya Satchell, Finance Director
Craig Bronaugh, Jr., Fire Chief
John West, Public Works Director
Michael Marrs, Village Attorney
William Peterhansen, Village Engineer

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. Approval of minutes for the Village Board of Trustees Regular Board Meeting Tuesday, September 19, 2017.

MOTIONED BY TRUSTEE RIVERS AND SECONDED BY TRUSTEE BRANDON TO APPROVE THE MINUTES FOR THE VILLAGE BOARD OF TRUSTEES REGULAR BOARD MEETING OF TUESDAY, SEPTEMBER 19, 2017.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez and K. Wellington

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

6. Oaths, Reports, Proclamations, Announcements and Appointments

- Mayor Perkins thanked Trustee(s) Brandon and Wellington for attending the IML Conference and made other announcements of public interests.
- Trustee Brandon announced "Breakfast with a Cop" on Wednesday, October 4, 2017 at Kathy's Café, 1008 S. 17th Avenue, Maywood from 9:00 a.m. to Noon.
- Mr. Norfleet announced the Maywood Fall Clean Up schedule as follows:
 1. October 4, 2017 Roosevelt north to I-290; 1st Avenue west to 25th Avenue
 2. October 11, 2017 I-290 north to Madison; Greenwood west to 21st Avenue
 3. October 18, 2017 Madison north to Railroad; 1st Avenue west to 21st Avenue
 4. October 25, 2017 Main street north to Village limits; Des Plaines west to 9th Avenue

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. An updated report on the 415 Roosevelt Road Building. (No attachment)

Staff was not present to give a report. Attorney Marrs stated information will be available at the next meeting.

NO ACTION REQUIRED

2. An update on the Golf Course Building (30 Madison St.). (No attachment)

Staff was not present to give a report. Mayor Perkins requested the attorney to come back with an update.

NO ACTION REQUIRED

3. An update on the TIF information for Triton College. (No attachment)

Mr. Norfleet reported a meeting was held with Triton College representatives regarding extending the parameters from the St. Charles TIF to include the other TIF areas for the possibility of creating a program to enhance education or training of the businesses within the TIF areas. The businesses can provide training for reimbursements or the college can prepare particular courses as suggested from the businesses to prepare job seekers. Mr. Norfleet also reported that Triton representatives previously canvassed the St. Charles TIF and did not find enough businesses in the area to provide training to warrant any particular program. Triton will canvass the Roosevelt and Madison TIFs to see if there is enough business to warrant this type of program.

DISCUSSION ONLY

4. An update on the Debt Program through the state. (No attachment)

Mr. Norfleet reported 1000 records have been submitted for approximately \$90,000 and the state has seized approximately \$1600 that the Village will receive from that effort.

NO ACTION TAKEN

5. What is the number of conferences that can be attended by the Mayor and Trustees?

Mr. Norfleet mentioned a provision in the Ordinance with a vote in advance to allow additional conferences from the 2 out-of-state / 2 in-state travel limitations.

Discussion: Trustee Brandon recommended amending the ordinance to allow four (4) meetings per year.

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE WELLINGTON TO DIRECT THE ATTORNEY TO DRAFT AN ORDINANCE TO AMEND THE NUMBER OF CONFERENCES FROM 2 TO 4.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon and K. Wellington

Nays: Trustee(s) A. Sanchez and R. Rivers

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES NO ACTION TAKEN

B. Manager's Report(s)

- 1. Discussion and approval of Madison Street Local Agency Functional Overlay (LAFO) Improvements concerning First Avenue to Des Plaines River Engineering Agreement. Federal funds will cover 80% of construction with the Village to provide a 20% match. The remainder of the costs including Phase I, II and III Engineering and the Village's 20% construction match may be paid for through the Madison Street TIF.**

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE SANCHEZ TO APPROVE THIS ITEM.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

2. 2017 Tax Levy Documents:

Mr. Norfleet read Items A through F regarding the 2017 Tax Levy Notice Resolution and Ordinances. Mr. Norfleet also reported this begins the process for levying the amount of money requested from various categories of taxation. The requests will be at a 3 to 4 percent increase.

Discussion: Trustee Sanchez sought clarification on the Police and Fire Pensions related to the Tax Levy. Mr. Norfleet responded the police and fire pensions are based on an actuarial study. Attorney Marrs explained it is a requirement that amounts are levied in order to keep the police and fire pension funded.

- a. Notice of proposed Real Estate Tax Levy Hearing for the Village of Maywood for Year 2017.
- b. Resolution determining the estimated Village of Maywood Real Estate Tax Levy for Year 2017.
- c. Tentative Village of Maywood Fiscal adoption schedule for 2017 Real Estate Tax Levy and 2018/2019 Operating Budget.
- d. Draft of an Ordinance of the Board of Trustees of the Village of Maywood, Cook County, Illinois providing for the Levy, assessment and collection of tax for the year 2017 Tax Levy, with Certification of Compliance with Truth and Taxation Law.
- e. Draft Agenda for Trust and Taxation Public Hearing on the proposed 2017 Real Estate Tax Levy.
- f. Draft Ordinance Authorizing Certain Amendments to the Fiscal Year 2017/2018 (May 1, 2017 through April 30, 2018) Village of Maywood Budget. (Amendment No. 1).

C. Village Attorney's Report(s) - None

7. Finance Management Report(s)

A. Approval of Village of Maywood Warrant List No. 200438 through September 27, 2017 in the amount of \$1,332,837.06.

Discussion: Trustee Wellington sought clarity on charges for the Maywood Fest instead of the department that purchased the raffle items (Check #95337). Ms. Satchell responded the item can be allocated to the specific department (Code) if the items take the fest fund over budget. Trustee Sanchez inquired if Public Works was satisfied with Winkler's Tree Services and are the chips available for use in the parks. Mr. West responded he communicates with the Winkler's and is satisfied with their work and that rubber chips are being considered instead of wood chips which will be discussed during the budgeting process. Mr. West reported that ComEd has its own tree service and are trimming trees that are threatening power lines.

MOTIONED BY TRUSTEE BRANDON AND SECONDED BY TRUSTEE RIVERS TO APPROVE WARRANT LIST NO. 200438 THROUGH SEPTEMBER 27, 2017 IN THE AMOUNT OF \$1,332,837.06.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

8. Omnibus Agenda

A. MOTIONED BY TRUSTEE SANCHEZ AND SECONDED BY TRUSTEE WELLINGTON FOR THE APPROVAL OF THE OMNIBUS AGENDA ITEMS A – K, WITH THE EXCEPTION OF ITEMS C AND I. DISCUSSION: None – Trustee Sanchez read the Omnibus Agenda Items A – K except C and I.

A. ORDINANCE AUTHORIZING AND APPROVING A PARTIAL CORPORATE STOCK TRANSFER RELATIVE TO ARTS2, INC., D/B/A ARTS FOOD AND BEVERAGE PURSUANT TO SECTION 117.27(C, J) (TRANSFER OF LICENSE) OF THE MAYWOOD VILLAGE CODE AND REPEAL OF ORDINANCE NO. CO-2017-14 (TRANSFER OF FORTY-NINE PERCENT (49%) OF THE CORPORATE STOCK OF ARTS2, INC. D/B/A ARTS FOOD AND BEVERAGE LOCATED AT 817 WEST ROOSEVELT ROAD, MAYWOOD, ILLINOIS BY OWNER NADEM AKHZAR TO BUYER/ LIQUOR LICENSE APPLICANT KHUSHBU PATEL) (REPEAL OF ORDINANCE NO. CO-2017-14 APPROVING TRANSFER OF FORTY-NINE PERCENT (49%) OF THE CORPORATE STOCK OF ARTS2, INC. D/B/A ARTS FOOD AND BEVERAGE LOCATED AT 817 WEST

ROOSEVELT ROAD, MAYWOOD, ILLINOIS BY OWNER NADEM AKHZAR TO BUYER/ LIQUOR LICENSE APPLICANT KRUPAL PATEL). B. ORDINANCE AMENDING CHAPTER 117 (ALCOHOLIC BEVERAGES), TITLE XI (BUSINESS REGULATIONS) OF THE MAYWOOD VILLAGE CODE REGARDING THE PROCEDURAL REQUIREMENTS IN THE REVIEW AND APPROVAL OF LIQUOR LICENSE APPLICATIONS. D. AN ORDINANCE AUTHORIZING CERTAIN EXPENDITURES FROM CHICAGO TITLE INSURANCE COMPANY ESCROW NO. 4 (ESCROW ACCOUNT NO. 201454332) ESTABLISHED FOR THE ST. CHARLES ROAD TAX INCREMENT FINANCING REDEVELOPMENT PROJECT AREA FUND TO PAY FOR CERTAIN VILLAGE PROJECTS (ESCROW NO. 4: VILLAGE PROJECTS) (NEW VERTICAL WHEEL CHAIR LIFT FOR MAYWOOD POLICE STATION). E. RESOLUTION APPROVING THE APPOINTMENT OF WILLIE NORFLEET, JR. AS VILLAGE MANAGER AND AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT FOR THE POSITION OF VILLAGE MANAGER WITH WILLIE NORFLEET, JR. F. APPROVAL OF PAYMENT TO AT&T FOR TELEPHONE ACCOUNT #708-343-4244 0596 FOR THE MONTHS OF JUNE 2016; JULY 2016; AUGUST 2016; SEPTEMBER 2016 AND OCTOBER 2016 IN THE AMOUNT OF \$26,502.67. G. APPROVAL OF PAYMENT TO BLUE CROSS BLUE SHIELD FOR HEALTH INSURANCE PREMIUMS FOR THE MONTH OF OCTOBER 2017 IN THE AMOUNT OF \$292,462.94. H. APPROVAL OF PAYMENT TO CITY OF CHICAGO - DEPARTMENT OF WATER FOR WATER SERVICES PROVIDED FROM 7/18/17 THROUGH 8/16/17 PROVIDED BY THE CITY OF CHICAGO IN THE AMOUNT OF \$292,142.40. J. APPROVAL OF PAYMENT TO VILLAGE OF MELROSE PARK FOR WATER SERVICES PROVIDED FROM THE VILLAGE OF MELROSE PARK IN THE AMOUNT OF \$53,619.80. K. APPROVAL OF PAYMENT TO M&J ASPHALT PAVING COMPANY FOR THE 2017 ROADWAY IMPROVEMENTS PROJECT, PAY ESTIMATE NO. 2 WITHIN THE MADISON STREET TIF DISTRICT IN THE VILLAGE OF MAYWOOD. THE WORK REPRESENTED ON THIS PAY ESTIMATE INCLUDES WORK CONSTRUCTED BETWEEN JULY 7, 2017 AND SEPTEMBER 11, 2017 IN THE TOTAL PAYMENT OF \$567,455.08. THIS EXPENSE ACCOUNT IS CHARGED TO: MADISON TIF.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H Yarbrough and M. Lightford

MOTION CARRIES

ITEM C

Resolution Approving and Authorizing the Execution of a Direct Payment – Reimbursement Agreement between the Village of Maywood the Maywood Park District regarding TIF-Eligible Project Expenses from the Madison Street/Fifth Avenue Tax Increment Financing District. (Certain Rehabilitation Costs of the Maywood Park District Building Located at 809 West Madison Street), with the Agreement attached as Exhibit “1”, with a related Memo dated September 27, 2017 from Klein, Thorpe and Jenkins, Ltd.

MOTIONED BY TRUSTEE SANCHEZ AND SECONDED BY TRUSTEE BRANDON TO APPROVE THIS ITEM.

Discussion: Mayor Perkins mentioned instead of specific areas the entire Village pays for the park district through taxes. The park district should be taking care of all parks. It was discussed to move all parks to the park district but was never ratified; the park district is receiving funds for the entire Village. Trustee Brandon recommended taking action to transfer all parks to the park district. Trustee Rivers commented that the park district does not have the funds to take care of the parks. Trustee Brandon reiterated that about two (2) years ago a tax levy to tax all Maywood residents for the benefit of the park district which should have put the park district in a financial position to maintain all of the parks in the Village of Maywood.

Ayes: Mayor Perkins, Trustee(s) I. Brandon, K. Wellington and R. Rivers

Nays: Trustee A. Sanchez

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

ITEM I

Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$15,056.92.

MOTIONED BY TRUSTEE SANCHEZ AND SECONDED BY TRUSTEE WELLINGTON TO APPROVE Retail Fuel Purchases for the Village of Maywood in the amount of \$15,056.92.

Discussion: Trustee Rivers sought clarity on the in-house fuel system. Mr. West responded the computer system to control the fuel is in need of repair and calls to the supplier to address the issue have received no responses. Mr. Norfleet responded that attorney will be contacted regarding this matter.

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

9. New Business:

- A. A Statement for Legal Services for August 2017 Pertaining to General Matters, in the amount of \$6,934.60, with a cover memo dated September 27, 2017 from Klein, Thorpe and Jenkins, Ltd.**

MOTIONED BY TRUSTEE WELLINGTON AND SECONDED BY TRUSTEE SANCHEZ TO APPROVE LEGAL SERVICES FOR AUGUST 2017 PERTAINING TO GENERAL MATTERS, IN THE AMOUNT OF \$6,934.60.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

- B. A Statement of Legal Services for August 2017 Pertaining to 911 Dispatch Consolidation, Water Fund Matters, Economic Redevelopment Matters, Employment and Labor Matters, and Litigation Matters, in the total amount of \$31,491.73, with a cover memo dated September 27, 2017 from Klein, Thorpe and Jenkins, Ltd.**

MOTIONED BY TRUSTEE RIVERS AND SECONDED BY TRUSTEE WELLINGTON TO APPROVE LEGAL SERVICES FOR AUGUST 2017 PERTAINING TO 911 DISPATCH CONSOLIDATION, WATER FUND MATTERS, ECONOMIC REDEVELOPMENT MATTERS, EMPLOYMENT AND LABOR MATTERS, AND LITIGATION MATTERS, IN THE TOTAL AMOUNT OF \$31,491.73.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

- C. Discussion of Park District acquiring certain parks in the Village of Maywood (No attachments)**

Discussion: Mr. Norfleet reported that the Veteran's Park and the 200 Building belong to the Village of Maywood. The following parks are in question to be turned over are: Conner/Heise 10th Avenue & Washington (with removal of the sprinkler system), Winfield Scott 19th & Maywood Drive, Water Works 9th Avenue & Maywood Drive, Standard Park 5th & Lexington Avenue, Bataan Park 22nd and Lexington Avenue, Tot Lot Park 4th Avenue and Huron Street.

DISCUSSION ONLY

10. Old Business

Trustee Rivers requested an updated on the sewer inlets.

- Engineer Peterhansen reported the process is almost complete and a report will be presented to the Manager within a week.

Trustee Brandon recommended the relocation of the Code Department.

11. Public Comment:

Comments from the Public – Comments were made by the following individuals: K. Sorenson, Pastor Olson, M. Verne and S. Jefferson.

Response to Public Comments – Mr. Norfleet and Trustee Brandon responded to public comments.

12. Closed Session: 8:43 p.m.

- A. Purchase or lease of property for use by the Village (5 ILCS 120/2(c)(5)).
- B. Setting of a price for sale or lease of property owned by the Village (5 ILCS 120/2(c)(6)).
- C. Pending Litigation (5 ILCS 120/2(c)(11)).

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

- A. Purchase or lease of property for use by the Village (5 ILCS 120/2(c)(5)).
- B. Setting of a price for sale or lease of property owned by the Village (5 ILCS 120/2(c)(6)).
- C. Pending Litigation (5 ILCS 120/2(c)(11)).

Discussion: None

Ayes: Mayor Perkins, Trustee(s) I. Brandon, A. Sanchez, K. Wellington and R. Rivers

Nays: None

Abstain: None

Absent: Trustee(s) H. Yarbrough and M. Lightford

MOTION CARRIES

REGULAR BOARD MEETING RECONVENED

Call to Order

The Regular Board Meeting of Tuesday, September 19, was called to order by Mayor Edwenna Perkins at 9:04 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) I. Brandon, A. Sanchez, K Wellington and R. Rivers. **Absent:** Trustee(s) H. Yarbrough and M. Lightford. **There being a Quorum Present, the meeting was reconvened.**

Adjournment

Mayor Perkins and the Board of Trustees adjourned the October 3, 2017, Regular Board Meeting with a Motion by Trustee Sanchez and a Second by Trustee Rivers at 9:09 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 9:09 p.m.



Edwenna Perkins, Mayor

Viola Mims, Village Clerk

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

