

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
TUESDAY, MARCH 6, 2018**

**1. Call to Order**

The Regular Board Meeting of Tuesday, March 6, 2018 was called to order by Mayor Edwenna Perkins at 7:00 p.m. in the Council Chambers at 125 South 5<sup>th</sup> 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, I. Brandon, A. Sanchez, K. Wellington, M. Lightford (7:49 p.m.) and R. Rivers. **Absent:** None. **There being a Quorum Present, the meeting was convened.**

**Staff Attendance:**

Willie Norfleet Jr., Village Manager  
David Myers, Director of Community Development  
Lanya Satchell, Finance Director  
Craig Bronaugh Jr., Fire Chief  
John West, Public Works Director  
Michael Jurusik, Village Attorney  
Bill 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, February 20, 2018.**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, February 20, 2018.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carries**

**6. Oaths, Reports, Proclamations, Announcements and Appointments**

**Announcements**

- Mayor Perkins announced a Town Hall Meeting on Wednesday, March 7, 2018 to be held in the Council Chambers 125 S. 5<sup>th</sup> Avenue, Maywood, IL at 7:00 p.m. and other announcements of public interest.
- Mr. Myers announced a Free Tax Preparation on Saturday, March 17, 2018 to be held at the Multipurpose Building, 200 S. 5<sup>th</sup> Avenue, Maywood, IL at 10:00 p.m. Please call 312-252-0280 to make an appointment.
- Trustee Brandon made announcements of public interest.
- Mr. Norfleet announced a correction for the date of the Civil War Living History Exhibit at 1<sup>st</sup> and Lake from May 5, 2018 to May 12, 2018 from 10 a.m. to 4 p.m.

**A. Finance Management Report(s):**

1. Approval of Village of Maywood Warrant List No. 200447 through February 28, 2018 in the total amount of \$830,800.06.

**Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to approve Warrant List No. 200446 through February 28, 2018 in the amount of \$830,800.06.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carries**

2. Village of Maywood Finance Department Detailed Revenue and Expense Report for nine (9) Periods ending January 31, 2018.

**No Action Taken**

3. Village of Maywood Finance Department Bank Balance Financial Information Report for Period ending January 31, 2018.

**No Action Taken**

4. Village of Maywood Finance Department Detailed Revenue and Expense Report FY2018 Proposed Budget Amendment.

Ms. Satchell gave highlights for the amendments of departmental increases/decreases for revenues and expenses. Revenues increase of \$404,550 including building permits, liquor licenses, IL Debt Recovery Program, Red-light Camera and transfer stamps. Expenses include increases for Clerk's Office at \$700.00, Finance Department \$35,000, Law Services \$25,000, Central Services \$7,268.91, President and Board of Trustees \$8,925.00, Code Enforcement \$34,500, Public Works \$718,000.00, Community Development \$4,300.00 and Human Resources \$500,000.00. Expenses include decreases for Manager's Office \$3,000.00, Police Department \$319,000.00, Fire Department \$277,000.00

**Discussion:** Trustee(s) Sanchez, Brandon and Rivers sought clarifications and/or made comments. Ms. Satchell responded to their concerns.

**Information Only**

**B. Mayor's Report and Theme: "A shift is coming; things are changing in our favor, when the people get a mind to work."**

1. Discussion concerning a particular location for Public Comments pursuant to Village Board of Trustees Regular Meetings.

**Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to move Public Comments.**

**Discussion:** Trustee Brandon recommended public comments be relocated after Oaths, Reports and Proclamations. Trustee Rivers recommended that all business is handled prior to public comments due to prior disruptive behavior during public comments. Trustee Sanchez inquired why public comments were moved to the end. The response was due to disruptive behavior by commentators. Trustee Yarbrough reiterated that public comments were relocated on the agenda due to lack of respect and agrees that the public should be able to speak with the expected protocol to do so. Mr. Norfleet recommended public comments be placed after the Mayor's Report. An amended motion follows:

**Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to move Public Comments after the Mayor's Report, per the Village Manager's recommendation.**

**Discussion:** None

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

**Nays:** None

**Abstain:** Trustee M. Lightford

**Absent:** None

**Motion Carries**

2. Discussion on how the Village of Maywood can improve their rating for the Fire Department concerning insurance purposes. No attachments.

Chief Bronaugh reported his objective to acquire a four (4) story facility that would allow for physical training methods. There is a container on the west end of the fire station on 7<sup>th</sup> & St. Charles that simulates a room (with furniture) and allows training for live burns and to view the behavior and characteristics of a fire. Chief Bronaugh is confident the visit from ISO in May and with the steps taken to provide physical training and the methods of training will boost the fire departments rating. Chief Bronaugh is honing in on making the acquisition of the facility for training purposes a reality.

**Discussion:** Trustee Sanchez sought clarifications. Chief Bronaugh responded to his concerns.

**Information Only**

3. Presentation from D-Erania Stampley, Jazz Desires Corporation, a non-for-profit organization to support the upcoming West Suburban Jazz Trolley Tour requesting an approval of \$3,500.00 from the Village of Maywood.

Ms. Stampley is seeking a \$3,500.00 donation from the Village to sponsor a traveling trolley jazz concert.

**Discussion:** Trustee Brandon inquired which budget would be utilized for this request if supported.

Mr. Norfleet responded a decision will be required when the funds are physically needed to make the determination during the budgeting period. Trustee Brandon asked how the proposal would benefit the Village of Maywood. Ms. Stampley responded it is a multi community event and future endeavors involving the Village. Trustee Sanchez asked if there was anything else that can be donated. Ms Stampley responded the monetary request is needed to pay for the already obtained participants/venues. Trustee Rivers made clarifications that funds have to be spent on events that benefit the entire Village. Ms Stampley responded T&JJ is involved in the event on April 25, 2018. Trustee Yarbrough sought clarification on any legal issues. Attorney Jurusik commented that per the Village Code public funds can only be spent for public purposes. Trustee Wellington raised concerns regarding proposals from others seeking funds from the Village of Maywood.

**Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to table this item to the 1<sup>st</sup> meeting in April.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, S. Sanchez, K. Wellington, M. Lightford and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

4. Approval of appointment considering Mr. Nathaniel George Booker to the Economic Development Commission to replace Ms. June Price-Shingles.

**Motioned by Trustee Rivers and Seconded by Trustee Brandon to approve the appointment.**

**Discussion:** None

**Ayes:** Viva Voce (by the voice) Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, S. Sanchez, K. Wellington, M. Lightford and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

5. Discussion pertaining to getting a donut shop inside the new Metra Station Building at Fifth Avenue. No attachments.

Mayor Perkins suggested the idea of serving coffee and donuts at this location and to request bids.

**Discussion:** Trustee Brandon suggested using current Maywood vendors; Trustee Sanchez sought clarity on the plan. Mayor Perkins responded she was not sure of the all the details of the suggestion. Trustee Lightford recommended charging rent; and Trustee Wellington suggested a food truck as an alternative based on the size of the location.

**Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to direct the Village Manager to follow through on the suggestion and explore rental fees.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

**C. Village Manager's Report Agenda Items:**

1. Discussion to apply for the 2018 **"Invest in Cook"** Grant for the Preliminary Design Engineering of 19<sup>th</sup> Avenue by Bill Peterhansen at Edwin Hancock Engineering Company. The due date for the application and supporting documents to be submitted is March 16, 2018.

Mr. Peterhansen reported on the re-classification of 19<sup>th</sup> Avenue from Madison Street to St. Charles Road to designate 19<sup>th</sup> Avenue as a "Collector Route" and thereby opening the door for receiving various grant funding. The proposed improvements would have the potential to include a bicycle friendly concept connecting to the Prairie Path and intersect along Washington Boulevard. There are three (3) phases and construction with an estimate timeframe of 2019 to 2021. The application and supporting documents are due March 16, 2018.

**Discussion:** Trustee Rivers sought clarification. Mr. Peterhansen responded to his concern.

**Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to move forward and apply for the grant.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

2. Discussion regarding applications due to Cook County on March 23, 2018 pursuant to Cook County Community Development Block Grant **(2018 Program Year Application)** by Bill Peterhansen at Edwin Hancock Engineering Company.

Mr. Peterhansen gave an update on the 2<sup>nd</sup> Avenue and School Avenue Project to Washington and 2<sup>nd</sup> Avenue to 1<sup>st</sup> Avenue Project that includes, but not limited to removal/replacement of curb, gutter and driveways, certain sections of deteriorated sidewalk, drainage structures and sewer laterals where needed; milling of existing pavement, patching as necessary, asphalt leveling and other ancillary items.

**Motioned by Trustee Brandon and Seconded by Trustee Lightford to move forward and apply for the Grant.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

3. Discussion and consideration regarding Decommissioned Fire Department Vehicle Request for Surplus Declaration to be presented by Office of the Fire Chief, Craig Bronaugh.

Chief Bronaugh thanked the Board for their support regarding matters for updating the Fire Department vehicles.

**Motioned by Trustee Lightford and Seconded by Trustee Yarbrough to approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, K. Wellington, R. Rivers and M. Lightford

**Nays:** None

**Abstain:** None

**Absent:** Trustee A. Sanchez (*excused himself at 8:39 p.m. and returned at 8:44 p.m.*)

**Motion Carries**

4. Discussion and consideration regarding 40 Madison Overhead Garage Doors which encase the east and west portions of the garage in need of replacement. Recommend that the bid process be waived and the solicited quote from House of Doors for \$21,594 be accepted for service.

Mr. Norfleet mentioned another bid from Bennett Door Service, Inc. in the amount of \$28,230.

**Discussion:** Trustee(s) Brandon and Wellington sought clarity. Mr. Norfleet and/or Mr. West responded to their concerns.

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the lowest quote and to waive the bid process.**

**Discussion:** Attorney Jurusik gave a brief summary of the bid waiving process.

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

5. Discussion and consideration approving an Independent Contractor Service Agreement for Tree Removal and Maintenance with Winkler's Tree & Landscaping, Inc. extending the prices for service based on the 2016 bids.

**Discussion:** Trustee(s) Brandon and Rivers raised concerns that additional bids should be obtained. Mr. West responded that Winkler's has been very cooperative with the Village.

**Motioned by Trustee Brandon and Seconded by Trustee Rivers to send out for bids.**

**Discussion:** Trustee Yarbrough asked if the current contract was still valid. Mr. West responded Winkler's has held to the 2016 prices.

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

6. Discussion and approval regarding Bill of Sale for four (4) 2018 Ford Taurus Interceptors vehicles from Joe Rizza of Orland Park to be utilized for Police Patrol Officers. Recommendation from Ms. Satchell, Finance Director is that the Village of Maywood purchases the vehicles.

**Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to approve.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

7. Discussion and approval regarding Maywood Police Department Proposal No. 05 requesting authorization to purchase a newly acquired 2017 motor vehicle seized in August 2017 in an armed violence matter (MPD 17-13129).

Officer Fairley reported the vehicle will be used for undercover purposes. If the Village is not awarded the vehicle the second option would be to purchase a slightly used vehicle for Asia Motors in the amount of \$10,000 through the 1505 Fund.

**Discussion:** Trustee Rivers sought clarity on the balance of the seized vehicle. Officer Fairley responded there is a lien on the vehicle.

**Motioned by Trustee Brandon and Seconded by Trustee Lightford to table this item to the next meeting for evaluation of the vehicles.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

8. Discussion and approval of Maywood Police Department No. 06 concerning vie for corporate grants to assist with funding Community Policing initiatives. The Walmart Corporation has funding resources available for the types of projects.

Officer Fairley reported the grant will provide assistance such as; the police academy, coffee with the chief/staff and a youth program.

**Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

**D. Village Attorney Agenda Items:**

1. A cover memo dated February 28, 2018 from Klein, Thorpe and Jenkins, Ltd. pursuant to the Northern Illinois Gas Company (D/B/A/ Nicor Gas Company).
  - A. An Ordinance Authorizing the Northern Illinois Gas Company (D/B/A Nicor Gas Company its successors and assigns, to construct, operate and maintain a natural gas distribution system in and through the Village of Maywood, Illinois ("New Franchise Ordinance").
  - B. Village of Maywood Ordinance OO-69-2, entitled "An Ordinance Authorizing Northern Illinois Gas Company, its successors and assigns, to construct, operate and maintain a gas distributing system in and through the Village of Maywood, Illinois ("the Current Franchise Ordinance").
  - C. An Ordinance Authorizing and Granting a Franchise to Northern Illinois Gas Company (d/b/a Nicor Gas Company) its successors and assigns, to construct, operate and maintain a natural gas distributing system in and through the City of Warrenville, Illinois ("Consortium Franchise Sample Ordinance").

Attorney Jurusik reported other municipalities have received better deals and recommended the Board wait until an agreement can be reached to get the Village a better deal and not approve the current proposal.

There was a consensus by the Board not to approve the Ordinances and to allow the attorney to work with Nicor Gas on the Consortium followed by a vote as: **Ayes:** Trustee(s) H. Yarbrough, I. Brandon, S. Sanchez, K. Wellington, M. Lightford and R. Rivers. **Nays:** Mayor Perkins.

2. Memorandum re Amendments to Cook County Tax Incentive Ordinance Program (Prevailing Wage Requirement), dated February 28, 2018 from Klein, Thorpe and Jenkins.

Attorney Jurusik commented that Cook County is looking to impose a minimum wage requirement on any employer that receives a Cook County Tax Incentive for Class 8 (industrial property) and Class 9 (multi-family).
3. Memorandum re Code Enforcement Action – Falcon on Roosevelt, Inc. d/b/a Falcon Fuel – 201 W. Roosevelt Road, dated February 28, 2018 from Klein, Thorpe and Jenkins, Ltd.

Attorney Jurusik reported on a 60-day suspension due to multiple violations of tobacco license products.

**Discussion:** Trustee(s) Rivers and Lightford made comments and/or raised concerns. Attorney Jurusik and/or Mr. Meyers made clarifications.

**Information Only**

**6. Omnibus Agenda**

- A. **Motioned by Trustee Rivers and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – G.** Trustee Sanchez stated, per Attorney Jurusik, that the last bullet point under Item #6F should be labeled as Item G.

**A.** Approval of payment to Accu-Tron Computer Service for computer consulting services for the month of March 2018 in the amount of \$6,300.00. **B.** Approval of payment to City of Chicago - Department of Water for water services provided by the City of Chicago to the Village of Maywood from December 14, 2017 through January 17, 2018 in the amount of \$348,480.10. **C.** Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$17,221.88. **D.** Approval of payment to Hancock Engineering pursuant to Cook County Funding Assistance for engineering services rendered for the Village of Maywood Public Works Department in the amount of \$69,490.00. **E.** Approval of payment to Pitney Bowes Purchase Power for postage replenishment for the Village of Maywood's Finance Department in the amount of \$17,879.18. **F.** 2018 First Draw (Ordinance and Resolution): Transfer of Amount Not to Exceed \$1,000,004.01 from the Working Capital Reserve Fund to the Village's General Fund to Pay the Invoices of Thirty-Three (33) Village Vendors and to Extend the Repayment Schedule. \* An Ordinance Amending Article XII (Working Capital Reserve Fund) of the Village of Maywood's Fiscal and Investment Policy (2018 First Draw: Transfer of Amount Not to Exceed \$1,000,004.01 From the Working Capital Reserve Fund to the Village's General Fund to Pay the Invoices of Thirty-Three (33) Village Vendors and to Extend the Repayment Schedule). \* A Resolution Approving a transfer from the Working Capital Reserve Fund to the General Fund in an amount not to exceed \$1,000,004.01 (2018 First Draw: Transfer of Amount Not to Exceed \$1,000,004.01 From the Working Capital Reserve Fund to the Village's General Fund to Pay the Invoices of Thirty-Three (33) Village Vendors and to Extend the Repayment Schedule). **G.** A Resolution Approving the Settlement Agreement and General Release and authorizing the payment of settlement funds in the Thomas v. Maywood, Et Al. Litigation (Settlement Amount: \$60,000.00).

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

**7. New Business Agenda Item:**

- A. A Statement for Legal Services for January 2018 Pertaining to General Matters, in the amount of \$6,187.50, with a cover memo dated February 28, 2018 from Klein, Thorpe and Jenkins, Ltd.

**Motioned by Trustee Yarbrough and Seconded by Trustee Rivers to approve in the amount of \$6,187.50.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

- B. A Statement for Legal Services for January 2018 Pertaining to 911 Dispatch Consolidation, 2015 G.O. Bond Covenant Matters, Employment and Labor Matters, Economic Redevelopment Matters, and Litigation Matters, in the total amount of \$25,786.06, with a cover memo dated February 28, 2018 from Klein, Thorpe and Jenkins, Ltd. .

**Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to approve in the amount of \$25,786.06.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

**8. Old Business Agenda Items:**

- A. Memorandum regarding *Andre Thomas v. Village of Maywood, Officer Daniels and Officer Shemitraku*, dated February 28, 2018 from Klein, Thorpe and Jenkins, Ltd.

**No Action Required**

**Additional Old Business Items**

Trustee Brandon asked if there was an update on the relocation of the Economic Development Department. Mr. Norfleet stated the topic will be submitted for discussion. Trustee Brandon also thanked Mr. Norfleet and Mr. Myers for the letter to the Economic Commerce.

**9. For Information Only**

- A. Information for review and consideration from Klein, Thorpe and Jenkins, Ltd. concerning Federal Opportunity Zones Program per Tax Cuts and Jobs Act of 2017: A New Community Development and Investment Tax Incentive Program..

**10. Public Comment:**

**Comments from the Public** – Comments were made by the following individuals: M. Warner, L. Robinson, L. Webber and A. Ousley

**Response to Public Comments** – Mr. Norfleet, Trustee(s) Brandon, Sanchez and Rivers. Comments are available upon request in the Clerk’s Office.

**11. Closed Meeting Session:**

**Motioned by Trustee Brandon and Seconded by Trustee Lightford to recess into Closed Session at 10:05 p.m. for the purpose of discussing:**

- A. Probable or Imminent Litigation, pursuant to 5 ILCS 120/2(c) (11).

**12. Adjournment**

Mayor Perkins and the Board of Trustees adjourned the March 6, 2018, Regular Board Meeting with a Motion by Trustee Brandon and a Second by Trustee Yarbrough at 10:41 p.m. in the Village of Maywood Council Chambers.

**The Vote was affirmed unanimously by the Board of Trustees at 10:41 p.m.**



**Edwenna Perkins, Mayor**



**Viola Mims, Village Clerk**

Cc: Mayor Perkins  
Board of Trustees  
Village Clerk, Viola Mims