

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
TUESDAY, SEPTEMBER 17, 2013  
As Amended**

ORIGINAL

**1. Call to Order**

The Regular Board Meeting of Tuesday, September 17, 2013 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) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers (arrived at 7:30 p.m.) and R. Rivers. **Absent:** Trustee M. Lightford. **There being a Quorum Present, the Meeting was called to order.**

**Staff Attendance:**

William Barlow, Village Manager  
David Myers, Assistant Village Manager  
John West, Public Works Director  
Lanya Satchell, Finance Director  
Craig Bronaugh, Fire Chief  
Michael Jurusik, Village Attorney  
Wilhemina Dunbar, Human Resource Coordinator  
Leonor Sanchez, Deputy Village Clerk

**3. Invocation:** Marry “May” Larry 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**

A. **Mayor’s Report-** None

B. **Manager’s Report:**

Sergeant Sonya Horn was sworn to the Office of Commander and Viola Mims, Village Clerk provided her Statement of Oath.

Mr. Barlow informed the public there will be a Community Workshop on Monday, September 23, 2013 to bring the community together to create a comprehensive plan that provides a vision for the future of Maywood. The event will provide the opportunity to help prioritize issues to be addressed by the Village’s new comprehensive plan.

Trustee Jaycox questioned if there was a Finance Committee. Mayor Perkins responded “no we do not have a Finance Committee and the Board will review the finances of the Village”. Trustee Jaycox responded that the Board should have been notified. Attorney Jurusik stated there is a Finance Committee in the Code and the Board should decide whether they want to disband it but the investment policy also requires a Finance Committee.

**C. Finance Committee and Finance Management**

1. **Open Invoices Report as of September 11, 2013 –**

Trustee Jaycox questioned duplicate board up services for the location at 914 St. Charles Road. Mr. Barlow responded he will look into the matter.

Trustee Jaycox requested clarification on board up services rendered on invoices **7065 and 7067 and 1199346 (Miller, Canfield, Paddock)** – Mrs. Satchell responded they were retained because they specialize in tax anticipation loans.

**201352 (Hackie Cement)**- Trustee Jaycox questioned are these expenses part of the 50/50 sidewalk or part of sewer repairs? Mrs. Satchell responded "I will get back to you on that".

Trustee Jaycox commented she noticed more than one supplier for office supplies. She added she thought the Village was only using one supplier. Mrs. Satchell responded initially Office Depot was the preferred provider but a representative has not come to the Village to keep us abreast of their products. Since then Staples has offered to give a discount on the Village's purchases. The Village is now transitioning into Staples so there will be invoices from both vendors.

Trustee Jaycox questioned how is it determined when Vacant Property Security (VPS) will be used to secure a building. Mrs. Satchell responded VPS is used on Village owned property except for 902 South 4<sup>th</sup> Avenue because of an incident at the property.

Trustee Ealey-Cross questioned the following open invoices:

**071913 (AT & T)** – Mr. Barlow will pull the invoice to provide the number of calls from the pay phone at the Fred Hampton Pool.

**070213 (Broadview Animal Hospital)** – Trustee Ealey –Cross questioned if the Village of Maywood had an animal hospital. Mr. Barlow responded "no".

**052313 (Cook County Dept. of)** – Mr. Barlow responded we pay Cook County for health inspections of our restaurants.

**13-0382, 13-0383, 13-0406, 13-0407, 13-0408, 13-0409, 13-0410 (Hancock Engineering)** - Trustee Ealey-Cross requested clarification on the contractual services rendered by Hancock Engineering and for the contractors repairing water main lines. Mrs. Satchell responded she will pull the invoice for an itemization of services rendered.

**072213 (Hinckley Springs)** – Mrs. Satchell responded this rental is for water in the Clerk's Office.

**201316 (Hackie Cement)** – Trustee Ealey-Cross questioned if any progress was made on her request to negotiate a contract with this vendor. Mr. Barlow responded "we are working on a contract right now".

**Vendor K20 (Klein, Thorpe and Jenkins)** – Trustee Ealey Cross inquired about June's payment. Mrs. Satchell responded "I will have to look into it".

Trustee Ealey Cross questioned if all the open invoices fall within our budget. Mrs. Satchell responded "so far, we are at the beginning of the budget cycle. "

Trustee Jaycox extended condolences to the Richard Franklin Family.

2. Revenues and Expenditures Report as August 31, 2013- None
3. Village of Maywood Interest Earnings for period ending August 31, 2013- None

**6. Approval of the following Minutes:**

- A. **MOTIONED BY, TRUSTEE RIVERS AND SECONDED BY, TRUSTEE DORRIS TO APPROVE THE AUGUST 20, 2013 BOARD MEETING MINUTES**

**Discussion:** Trustees Ealey-Cross, Jaycox and Dorris made comments, raised questions and clarifications regarding the appointment of Trustee Ealey-Cross, item# 9N, item# 9W, and item# 9AA . Their statements were duly noted.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**7. Approval of Warrants – Warrants List No. 200354 through September 11, 2013**

- A. Approval of Expenditures - \$1,778,392.79 – Mr. Barlow informed the board the warrant list was not printed therefore the warrant list will be approved at the October 1, 2013 Regular Board Meeting.

**8. Old Business-*****CONSIDERATION TO APPROVE PAYMENT TO CURRENT TECHNOLOGIES SYSTEMS FOR MAINTENANCE OF SURVEILLANCE CAMERA SYSTEM IN THE AMOUNT OF \$19,390.00***

**Discussion:** Trustee Rivers commented it is his understanding that there are approximately 76 cameras and only 52 operable cameras. Mr. Barlow explained pursuant to his memorandum sent to the Trustees; according to CTS there is a problem with the server which will require replacement and which will be covered under the preventative maintenance contract. CTS wants to invest approximately \$18,000 for replacing the server. Trustee Rivers expressed his resistance to paying CTS when the contractual amount the village is handicap because  $\frac{3}{4}$  of the system is down. Mr. Barlow responded if the Board wants to reconsider the relationship with CTS it can do that. Trustee Dorris questioned who is responsible for contracts that are close to expiration. Mr. Barlow responded the Village Manager's Office. Trustee Jaycox commented that the biggest objection is we are paying for monthly service fee for something that is not working. She added if the cameras were not operational why we are paying for the months when there was no service. She recommended having CTS attend an LLOC meeting to discuss their services.

**MOTIONED BY, TRUSTEE EALEY-CROSS AND SECONDED BY, TRUSTEE RIVERS TO TABLE THE PAYMENT TO CTS, PRORATE THE PAYMENT FOR OPERATIONAL CAMERAS FOR THE MONTHS OF JULY AND AUGUST, HAVE THE VILLAGE MANAGER SPEAK TO THEM REGARDING OUR CAMERA SYSTEM, NOTIFY THE BOARD OF HOW MANY CAMERAS WERE OPERABLE FOR JULY AND AUGUST AND ATTEND THE LLOC OCTOBER 9, 2013 FOR FURTHER DISCUSSION**

**Discussion:** None

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**9. Consideration to Approve Omnibus Agenda**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE THE FOLLOWING OMNIBUS AGENDA ITEMS: A-U WITH THE EXCEPTION G, H, I, J, N, P, Q, S, T, and U**

**Discussion:** Trustee Ealey requested to pull items G, H, I, J, N, P, Q, S, T and U.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**PULLED ITEMS:****ITEM 9G:**

**MOTIONED BY, TRUSTEE JAYCOX AND SECONDED BY, TRUSTEE DORRIS TO APPROVE PAYMENT TO FLEET SERVICES FOR RETAIL FUEL PURCHASE FOR THE VILLAGE OF MAYWOOD IN THE AMOUNT OF \$26,133.01**

**Discussion:** Trustee Ealey-Cross questioned if the fuel costs was reduced or stabilized. Mr. Barlow responded we are moving forward with the installation of the tanks at Village Hall. He will provide the Board with an update.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**ITEM 9H:**

**MOTIONED BY, TRUSTEE ROGERS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO EDWIN HANCOCK ENGINEERING COMPANY FOR VARIOUS ENGINEERING SERVICES RENDERED TO THE VILLAGE OF MAYWOOD IN THE AMOUNT OF \$112,835.00**

**Discussion:** Trustee Ealey-Cross requested more specific information on current projects involving Hancock Engineering. Mr. Barlow responded there is details in the Board Packets issued to the Trustees but will add more details to the Agenda.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9I:**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO HACKIE CEMENT CORPORATION FOR WATER MAIN BREAKS, SEWER COLLAPSE REPAIRS, SIDEWALK AND STREET REPAIRS AND VALVE REPAIRS FOR THE VILLAGE OF MAYWOOD PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF \$49,779.31**

**Discussion:** Trustee Ealey-Cross expressed concern regarding spending this amount of money without a contract. Attorney Jurusik responded since this expense exceeds the \$20,000 threshold the motion should be amended to waive the competitive bid process and award the contract to Hackie Cement allow it for emergency repair.

Trustee Ealey-Cross expressed her concern about waving the bid process and not getting the best deal. Attorney Jurusik responded sometimes on emergency work is not feasible to go through the bid process.

**SUPERSEDING MOTION**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO WAIVE THE BID PROCESS AND APPROVE PAYMENT TO HACKIE CEMENT CORPORATION FOR WATER MAIN BREAKS, SEWER COLLAPSE REPAIRS, SIDEWALK AND STREET REPAIRS AND VALVE REPAIRS FOR THE VILLAGE OF MAYWOOD PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF \$49,779.31**

**Discussion:** None

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9J:**

**MOTIONED BY, TRUSTEE JAYCOX AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO H & H ELECTRIC COMPANY FOR STREET LIGHT REMOVAL, REPLACEMENT AND MAINTENANCE SERVICES 5/31/13-6/25/13 AND 6/30/13-7/31/13 IN THE AMOUNT OF \$28,710.46**

**Discussion:** Trustee Ealey-Cross requested to have a breakdown of the amount to reflect the two different time periods being considered for payment.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9N:**

**MOTIONED BY, TRUSTEE JAYCOX AND SECONDED BY, TRUSTEE DORRIS TO APPROVE PAYMENT TO PAUL CONWAY SHIELDS FOR CAIRNS RXT COAT/PANTS FOR THE MAYWOOD FIRE DEPARTMENT IN THE AMOUNT OF \$7,475.52**

**Discussion:** Trustee Ealey-Cross questioned if this payment is through the budget allowance. Mrs. Satchell responded the Fire Department does not get individual checks to purchase their uniforms Paul Conway is the vendor for the uniform allowance in the Fire Department.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9P:**

**MOTIONED BY, TRUSTEE JAYCOX AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO WEST CENTRAL MUNICIPAL CONFERENCE FOR FY 2013-2014 MEMBERSHIP DUES IN THE AMOUNT OF \$16,144.15**

**Discussion:** Trustee Ealey-Cross requested clarification on the membership. Mr. Barlow responded it's a council of various governments of West Cook County who works towards issues of common interest and will provide additional documentation.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9Q:**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO WIGIT'S TRUCK SERVICE FOR MAINTENANCE, REPAIRS, PARTS AND SERVICE FOR THE VILLAGE OF MAYWOOD FIRE AND PUBLIC WORKS DEPARTMENT VEHICLES IN THE AMOUNT OF \$15,395.36**

**Discussion:** Trustee Ealey-Cross recommended tracking the vehicles when bills are submitted to identify vehicles that will require replacement.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9S:**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO ALLIED WASTE SERVICE FOR GARBAGE PICKUP AND DISPOSAL FOR THE MONTH OF AUGUST 2013**

**Discussion:** Trustee Ealey-Cross requested the tonnage of garbage. Mr. Barlow will provide the requested documents at a later time.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9T:**

**MOTIONED BY, TRUSTEE DORRIS AND SECONDED BY, TRUSTEE RIVERS TO APPROVE PAYMENT TO CITY OF CHICAGO – DEPARTMENT OF WATER FOR WATER PROVIDED BY THE CITY OF CHICAGO FOR PERIODS 7/16/13-8/16/13**

**Discussion:** Trustee Ealey-Cross questioned if there has been any monitoring of the water usage to establish if there is a trend that is increasing, decreasing or stabilizing. Mr. Barlow responded he will provide a copy of the monthly bill but during the summer months it usually it increases. Trustee Ealey-Cross clarified she is requesting information based on leaks not consumer usage.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**ITEM 9U:**

**MOTIONED BY, TRUSTEE ROGERS AND SECONDED BY, TRUSTEE DORRIS TO DIRECT STAFF TO REQUEST AN EVALUATION OF THE POSSIBLE SITES FOR BUS SHELTERS FROM PACE AND REPORT BACK TO THE VILLAGE BOARD FOR FURTHER DISCUSSION AT A FUTURE LLOC MEETING**

**Discussion:** Trustee Ealey-Cross referred to the previous meeting where questions were raised. Mr. Barlow stated questions were raised at the previous meeting by Trustee Dorris about having the Village's Special Events advertised on the sites for bus shelters. Mr. Barlow responded the matter will be discussed once they are before the Board at the Legal, License and Ordinance Committee.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**10. New Business: None****ITEM 9T:**

**MOTIONED BY, TRUSTEE ROGERS AND SECONDED BY, TRUSTEE JAYCOX TO APPROVE THE PROPOSED LETTER OF ENGAGEMENT FROM THE AUDITING FIRM OF BAKER & TILLY FOR THE PERFORMANCE OF A SINGLE AUDIT FY 2011 IN THE AMOUNT OF \$18,252.00**

**Discussion:** Trustee Ealey-Cross expressed her concern about having several of incomplete audits. She requested to negotiate with the vendor due to the amount of business we give them. Mr. Barlow responded the auditing firm has provided us discount for their rates. He added the Board has approved the services from Baker Tilly throughout fiscal year 2012 and if the Board would like to renegotiate the contract they can do that at that time.

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**11. Public Comments**

- A.** Comments from the Public – Comments were made by the following resident V. Ross, Brandon, L. Robinson, L. Grace, E. Ezequiel, G. Clay, E. Buchmeir, R. Jones, C. Sharp, D. Lane-Thomas and R. Johnson are available upon request in the Clerk's Office
- B.** Response to Public Comments – Mr. Barlow, John West, Public Works Director Attorney Jurusik and Trustee Jaycox responded to Public Comments and are available upon request in the Clerk's Office

Trustee Rivers acknowledged the Police Department and Community Development for their diligent work by conducting sting operations involving the sale of single cigarettes and other paraphernalia.

Trustee Ealey-Cross commented she would like to be kept abreast of all things that affect our town. If department heads are going to share information it should be to all Trustees. She thanked John West, Public Works director for addressing a complaint from residents.

Trustee Jaycox thanked John West, Public Works Department for addressing the missing/stolen covers on the parkway.

Trustee Rivers clarified that he was not given the information by any department heads but he was near the location of the raid and simply asked what was going on. Trustee Ealey-Cross responded she still wants to have these types of communications be given to all Trustees.

John West reported he attended a hearing where a person was convicted of stealing a steal grate. The Police Department has increase enforcement and we are seeing the results.

**12. Executive Session:**

**MOTIONED BY, TRUSTEE ROGERS AND SECONDED BY, TRUSTEE JAYCOX TO RECESS TO EXECUTIVE SESSION at 9:20 P.M.FOR THE PURPOSE OF DISCUSSING:**

- *Consideration of performance of a specific employee*
- *Probable and imminent litigation-*
- *Collective bargaining –*

**Discussion:** None

**Ayes:** Mayor Edwenna Perkins, Trustee(s) C. Ealey- Cross, A. Jaycox, A. Dorris, M. Rogers, and R. Rivers

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**MOTION CARRIES**

**REGULAR BOARD MEETING RECONVEED:**

**Call to Order**

The Regular Board Meeting of Tuesday, September 17, 2013 was called to order by Mayor Edwenna Perkins at 10:25p.m., in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153.

**Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins., Trustee(s) C. Ealey-Cross, A. Jaycox, A. Dorris, M. Rogers and R. Rivers **Absent:** Trustee M. Lightford. **There being a Quorum Present, the Meeting was called to order.**

**ADJOURNMENT:**

Mayor Edwenna Perkins and the Board of Trustees adjourned September 17, 2013 Regular Board Meeting with a Motion by, Trustee Rogers and Seconded by, Trustee Dorris at 10:26 p.m. in the Village of Maywood Council Chambers.

**The vote was affirmed unanimously by the Board of Trustees at 10:26 P.M.**

*Edwenna Perkins Mayor*  
\_\_\_\_\_  
Edwenna Perkins, Mayor

*Viola Mims*  
\_\_\_\_\_  
Viola Mims, Village Clerk





## SCRIVENER'S AFFIDAVIT

I, Viola Mims, Village Clerk of the Village of Maywood, with offices at 40 Madison St, Maywood, Illinois, having personal knowledge of the facts herein stated, under oath depose and say as follows:

1. That the Minutes from the Village of Maywood Board of Trustees Regular Board Meeting of Tuesday, September 17, 2013, was approved with the following errors:

- a. Page 7 of 8 contains an error under "12. Executive Session" section relating to "at 9:20 P.M." In order to correct said error, said section should read as follows:

"MOTIONED BY, TRUSTEE ROGERS AND SECONDED BY, TRUSTEE JAYCOX TO RECESS TO EXECUTIVE SESSION AT 8:51 P.M. FOR THE PURPOSE OF DISCUSSING:"

- b. Page 8 of 8 contains an error under "Call to Order" section relating to "10:25p.m." In order to correct said error, said section should read as follows:

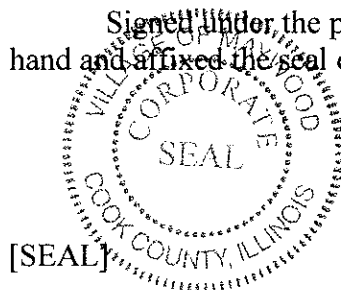
"The Regular Board Meeting of Tuesday, September 17, 2013 was called to order by Mayor Edwenna Perkins at 11:05 p.m., in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153."


- c. Page 8 of 8 contains an error under "ADJOURNMENT:" section relating to "10:26 p.m." In order to correct said error, said section should read as follows:

"Mayor Edwenna Perkins and the Board of Trustees adjourned September 17,2013 Regular Board Meeting with a Motion by, Trustee Rogers and Seconded by, Trustee Dorris at 11:06 p.m. in the Village of Maywood Council Chambers.

The vote was affirmed unanimously by the Board of Trustees at 11:06 P.M."

Signed under the penalties of perjury, IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Maywood, this 13th day of February, 2014.



  
\_\_\_\_\_  
Village Clerk