

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, OCTOBER 16, 2018**

1. Call to Order

The Regular Board Meeting of Tuesday, October 16, 2018 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, I. Brandon, A. Sanchez, K. Wellington and M. Lightford (7:07 p.m.). **Absent:** Trustee R. Rivers
There being a Quorum Present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager
Lanya Satchell, Director of Finance
Valdimir Talley Jr., Police Chief
Craig Bronaugh Jr., Fire Chief
John West, Public Works Director
Michael Jurusik, Village Attorney
Joshua Koonce, Planning/Zoning Officer
Angela Smith, Coordinator of Business Development

3. Invocation

Mr. Joe Wilson 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 Meeting held on Tuesday, October 2, 2018.

Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve the minutes for the Regular Board Meeting of Tuesday, October 2, 2018.

Discussion: None

Ayes: Viva Voce (by the voice) Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez and K. Wellington

Nays: None

Abstain: None

Absent: Trustee(s) R. Rivers and M. Lightford

Motion Carries

6. Oaths, Reports, Proclamations, Announcements and Appointments

A. Finance Management Report(s):

1. Approval of Village of Maywood Warrant List No. 200459 through October 10, 2018 in the total amount of \$606,153.63.

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to approve Warrant List No. 200459 through October 10, 2018 in the amount of \$606,153.63.

Discussion: Trustee Wellington sought clarity on Check Nos. 98314 (carwash dates), 98352 (prize (Bulls tickets) for Maywood Fest contestants), and 98355 (composing of speech for Bataan Day). Trustee Sanchez sought clarity on Check Nos. 98297 (company name confirmation) and 98315.

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

Nays: None

Abstain: Trustee M. Lightford

Absent: Trustee R. Rivers

Motion Carries

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. Update and status on the properties located at 415 W. Roosevelt Road (Old dealership) and 2120 So. 5th Avenue, Maywood, IL.

Attorney Jurusik summarized the Cook County Clerk will reset service notices of the tax deeds for March of 2019 and the Village should be awarded the deeds in late April or early May of 2019.

No Action Required

2. Update on the status of property at 30 Madison Street occupied formerly by Bushwood, LLC.

Ms. Smith reported that the Landbank has the tax certificate on this property and November 15 is the deadline for tax redemption, otherwise the property would move to the deed position for the Landbank. Ms. Smith mentioned in order to be in accordance with the Landbank Ordinance; the property must be used for municipal purposes and cannot be obtained by the Village through the Landbank for redevelopment purposes. The municipal purpose of the site will need to be determined before beginning the process with the Landbank. Trustees Lightford, Sanchez and Yarbrough agreed to participate in the formation of a committee to discuss the purposes for the location requested by Mayor Perkins.

Motioned by Trustee Lightford and Seconded by Trustee Brandon to move forward and direct staff to acquire this property through the Landbank process for municipal purposes.

Discussion: None.

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

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

3. Update and status on 1001 St. Charles Road.

Ms. Smith reported the zoning process has moved forward as well as Phase 1 and Phase 2 with some contamination which is being addressed and awaiting feedback from the bank regarding remediation of the environmental issues. Ms Smith responded to Trustee Sanchez that the contamination is around the water tower which is controlled by the Village.

No Action Required

4. Update and status on the property located at 902 S. 3rd Avenue (property was purchased and work started but is at a stall).

Mr. Koonce reported the property is with a realtor from Oak Park, a fence was installed per the review of the Historic Preservation Committee, and some exterior work has been performed on the porch. Mayor Perkins requested information regarding deadlines on the RDA for the next meeting. Ms. Smith responded there is usually a one year limit on tax re-activation; however, Mr. Jacobson is paying the property taxes.

No Action Required

5. Status and update on the property located at 501 Washington Blvd., Maywood, IL.

Ms. Smith reported this is not a Village-owned property and staff was not able to locate the owner. Community Development will make additional efforts to try and contact the owner.

No Action Required

6. Need information on acquiring of lights for Traffic Control. (No attachments)

Mayor Perkins stated this item will be presented at the next meeting.

No Action Required

7. Public Comments:

Comments from the Public – Comments were made by the following individuals: A. Logan, N. Booker, K. Sorenson, J. Wilson and L. Davis.

Response to Public Comments – Mr. Norfleet. Comments are available upon request in the Clerk's Office.

8. Village Manager's Report:**Additional Village Manager's Items:**

- Chief Talley reported the 12-Hour shift is working and the benefits include reduction in overtime (with the exception of the summer months), sick call-ins, comp time (a hidden expense that can be accumulated and paid out in a lump sum), the use of non-uniformed officers for tactical purposes, and an increase in investigations (burglaries and domestic violence).
 - Mr. Norfleet read the Maywood Fall Clean Up Schedule for large item pick-up via Republic Services as follows:
 1. November 7, 2018 Roosevelt north to I-290; 1st Ave. west to 25th Avenue
 2. November 14, 2018 I-290 north to Madison; Greenwood west to 21st Avenue
 3. November 21, 2018 Madison north to Railroad; 1st Ave. west to 21st Avenue
 4. November 28, 2018 Main Street north to Village limits; Des Plaines west to 9th Avenue
- A. A cover memo dated October 10, 2018 from Klein, Thorpe and Jenkins, Ltd. regarding 2018 Real Estate Tax Levy Approval Process and Adoption Schedule for 2018 Tax Levy, 2018/2019 Budget Amendment Process and 2019/2020 Annual Budget Process, including:
1. Notice of Proposed Real Estate Tax Levy Public Hearing for the Village of Maywood for Year 2018.
 2. Agenda for Truth in Taxation Public Hearing on the Proposed 2018 Real Estate Tax Levy.
 3. A Resolution determining the estimated Village of Maywood Real Estate Tax Levy for Year 2018.
 4. Tentative Village of Maywood Fiscal Adoption schedule for 2018 Real Estate Tax Levy and 2019/2020 Operating Budget.
 5. An Ordinance of the Board of Trustees of the Village of Maywood, Cook County, Illinois providing for the Levy, Assessment and Collection of Taxes for the Year 2018 Tax Levy, with Certification of Compliance with Truth in Taxation Law.
 6. An Ordinance authorizing Certain Amendments to the Fiscal Year 2018/2019 (May 1, 2018 through April 30, 2019) Village of Maywood budget (Amendment No.).

Mr. Norfleet gave notification that the above items will be forthcoming for discussion/action at a later date.

No Action Required

- B. Update report pursuant to Planning and Zoning, Department of Community Development being awarded a Local Technical Assistance (LTA) Planning Grant in October of 2017 for a new Downtown TOD/Station Area Plan.

Mr. Koonce gave an update on a \$65,000 Grant (receipt of \$63,000.00 with deduction of the Village \$3,000.00 match) awarded to the Village for the 5th and Lake Area. Solomon Cordwell Buenz (SCB) was selected by RTA to conduct the planning effort around the Maywood Metra Station. Mr. Norfleet mentioned the meter study will be a part of the planning.

No Action Required

- C. Motion to direct staff to coordinate a PCZBA Public Hearing regarding FHE, LLC Proposed Electronic Billboard, following the procedures for noticing and submittals outlined in the PCZBA Application Packet.

Mr. Koonce gave an overview of the request for the Public Hearing to address the electronic billboard.

Motioned by Trustee Brandon and Seconded by Trustee Wellington to approve a Public Hearing.

Discussion: None

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

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

9. Village Attorney Report:

- A. A Memorandum regarding Maywood Grocery – Tobacco-Related Code Violations, dated October 10, 2018 from Klein, Thorpe and Jenkins, Ltd.

Attorney Jurusik reported tobacco was being sold without a license with citations issued on March 2 and March 16, 2018 and representative(s) did not make an appearance in court. Staff agrees that additional code enforcement actions would not prevent future violations and recommends scheduling a Public Hearing for suspension of the business license for Maywood Grocery.

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to direct staff and the attorney to proceed with a hearing regarding the suspension or revocation of Maywood Grocery business license.

Discussion: None

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

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

- B. Memorandum regarding the Status of State Approval of 911 Consolidation Plan for IKE 911 Dispatch Center Formation of Eisenhower Emergency Communication Center ("IKE 911 Dispatch Center") and Joint Emergency Telephone System Board ("IKE JETSB") – Initial Participating Members: Village of Broadview and Village of Maywood dated October 10, 2018 from Klein, Thorpe and Jenkins, Ltd.

Attorney Jurusik gave an update on the administrative and State approvals for the 911 Communication Center. The Village is waiting for Broadview - that will fund the project - to finalize the budget with a completion date of next spring of 2019.

10. Omnibus Agenda Items:

- A. Motioned by Trustee Brandon and Seconded by Trustee Sanchez for the approval of the Omnibus Agenda Items A – R:**

A. A Statement for Legal Services for August 2018 Pertaining to General Matters, in the amount of \$8,566.50, with a cover memo dated October 10, 2018 from Klein, Thorpe and Jenkins, Ltd. **B.** A Statement for Legal Services for August 2018 Pertaining to Election Matters, 911 Dispatch Consolidation, 2015 G.O. Bond Covenant Matters, Employment and Labor Matters, Economic Redevelopment Matters, and Litigation Matters, in the total amount of \$43,677.28. **C.** A Motion to Approve Payment of Reimbursement Request No. 2 in an Amount equal to \$82,800.00 for the Completion of Certain Rehabilitation Work to the Maywood Park District Building Located at 809 W. Madison under a Direct Payment - Reimbursement Agreement and Authorize the Expenditure and Release of Madison Street / Fifth Avenue Tax Increment Financing District Funds to Pay Contractor Invoices (Ewing-Doherty Mechanical, Inc. for Plumbing Improvements in an Amount Equal to \$37,800.00; Knights Services for Plumbing Improvements in an Amount Equal to \$24,300.00; O'Hare Mechanical for HVAC Improvements in an Amount Equal to \$4,500.00; and Moran Electrical for Electrical Improvements in an Amount Equal to \$16,200.00). **D.** A Resolution Approving the Agreement between the Village of Maywood and the Edwin Hancock Engineering Company for furnishing of Professional Preliminary Engineering Services for the Madison Street Traffic Signal Study Project and for the Appropriation and Expenditure of Funds from the Madison Street / 5th Avenue Tax Increment Financing Redevelopment Project Area Fund to pay for the preliminary engineering services related to the project. **E.** A Resolution Approving an Agreement between the Village of Maywood and MQ Construction Company relative to the 2018 Green Infrastructure Alley Improvements Project and for the Appropriation and Expenditure of General Funds to pay for the project. (Project: 2018 MWRD Green Infrastructure Alley Improvements). **F.** Approval of payment to Allied Waste Service for garbage roll-off services for the month of April and May 2018 in the Village of Maywood in the amount of \$23,762.48. **G.** Approval of payment to Amalgamated Bank of Chicago of the Village of Melrose Park Series 1998A Bond due for October 2018 in the amount of \$13,491.75. **H.** Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of October 2018 in the amount of \$291,709.72. **I.** Approval of payment to City of Chicago - Department of Water for water services provided to the Village of Maywood from August 16, 2018 through September 17, 2018 provided by the City of Chicago in the amount of \$321,441.00. **J.** Approval of payment to City Wide of Chicago for janitorial services for the Village of Maywood Public Works Department in the amount of \$26,825.38. **K.** Approval of payment to Core and Main for the purchase of water and sewer supplies for the Village of Maywood Public Works Department in the amount of \$10,523.78. **L.** Approval of payment to Romans, Inc. for certain rehabilitation costs of the Maywood Park District Building located at 809 West Madison St., Maywood, IL 60153 in the amount of \$82,800.00.

M. Approval of payment to Suburban General Construction for sewer repairs for the Village of Maywood Public Works Department in the amount of \$18,995.00. **N.** Approval of payment to West Cook YMCA for the Floor Project at Fred Hampton Aquatic Center in the amount of \$9,000.00. **O.** Approval of payment to J. Nardulli Concrete, Inc. for the 2018 Alley and Roadway Improvements Project in the amount of \$396,841.72. Expenses charged to the Madison Street TIF. **P.** Approval of payment to Unique Plumbing Company regarding Storm Sewer Repairs along Madison Street for the excavation and installation of manhole with connections in the amount of \$36,108.38. The expense for this project is charged to the Madison Street TIF. **Q.** Approval of payment to Unique Plumbing Company for Sewer Repairs and Pavement patching along First Avenue at 13th Street for the excavation and repair of damaged 18" storm sewer with ductile iron pipe in the amount of \$18,020.39. **R.** Approval of payment to Accu-Tron Computer Service, Inc. for computer consulting services for the month of October 2018 in the amount of \$6,300.00.

Discussion: None

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

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

11. New Business: None

12. Old Business: None

13. For Information Only

- A. Memorandum regarding Vibron Lloyd v. Willis, et al., dated October 10, 2018 from Klein, Thorpe and Jenkins, Ltd.
- B. Village of Maywood Fall Clean-up Schedule for 2018.

14. Closed Meeting Session:

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to recess into the Closed Session at 9:29 p.m. for the purpose of discussing:

- A. Pending Litigation (5 ILCS 120/2(c) (11)).

Discussion: None

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

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

15. Adjournment

Mayor Perkins and the Board of Trustees adjourned the October 16, 2018, Regular Board Meeting with a Motion by Trustee Brandon and a Second by Trustee Yarbrough at 10:03 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 10:03 p.m.

Edwenna Perkins

Edwenna Perkins, Mayor



Viola Mims

Viola Mims, Village Clerk

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