

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

**1. Call to Order**

The Regular Board Meeting of Tuesday, February 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 and M. Lightford. **Absent:** R. Rivers. **There being a Quorum Present, the meeting was convened.**

**Staff Attendance:**

Willie Norfleet Jr., Village Manager  
David Myers, Assistant Village Manager  
Lanya Satchell, Finance Director  
Craig Bronaugh Jr., Fire Chief  
John West, Public Works Director  
Michael Jurusik, Village Attorney  
William Peterhansen, Village Engineer  
Angela Smith, Coordinator of Business Development

**3. Invocation**

Mr. David Myers 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, January 16, 2018.**

**Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to approve the minutes for the Regular Board Meeting of Tuesday, January 16, 2018.**

**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**

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

**Announcements**

- Mayor Perkins announced a Free Tax Preparation to be held on Saturday, February 10, 2018 beginning 10:00 a.m. at the Maywood Multipurpose Building, 200 S. 5<sup>th</sup> Avenue, Maywood, IL. Reservations are recommended by calling 312/252-0280 or visit the website: at [www.economicprogress.org/progress\\_go](http://www.economicprogress.org/progress_go) and other announcements of public interest.
- Trustee Brandon made announcements of public interest.
- Trustee Sanchez made announcements of public interest.

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

1. Approval of Village of Maywood Warrant List No. 200445 through February 1, 2018 in the total amount of \$1,057,251.61.

**Motioned by Trustee Sanchez and Seconded by Trustee Yarbrough to approve Warrant List No. 200445 through February 1, 2018 in the amount of \$1,057,251.61.**

**Discussion:** Trustee Brandon requested a list of unpaid and delinquent vendors.

**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**

**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 and consideration regarding reactivation of a Village Board Finance Committee – No attachment(s).

Mayor Perkins is seeking all members or at least four (4) of the Board to serve on the Committee.

**Discussion:** Trustee Sanchez inquired if the Finance Committee would review specific topics. Attorney Jurusik explained that the Finance Committee is a recommending committee on financial topics. Clerk Mims mentioned the Committee will meet according to the Village Ordinance.

**Motioned by Trustee Sanchez and Seconded by Trustee Lightford to reactivate the Finance Committee with volunteering members: Mayor Perkins, Trustee(s) Brandon, Sanchez, Lightford and Wellington.**

**Discussion:** None

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

**Nays:** None

**Abstain:** None

**Absent:** Trustee R. Rivers

**Motion Carries**

2. Request update on signs located on Lake Street from 1<sup>st</sup> Avenue to 9<sup>th</sup> Avenue in the Village of Maywood.

Mr. West gave a status report that the final component was received today with the quote for installation which was signed and was forwarded to the contractor.

**Information Only**

3. Request update on the Old Baptist Retirement Home.

Ms. Smith gave an update that 125 units for support living is still technically owned by the bank. However, the developer has received approval from the Illinois Department of Housing Authority for tax credits and the bank should turn over the property within two (2) months. However, the bank is required to maintain the appearance of the property. Please direct any concerns regarding this matter Ms. Smith.

**Information Only**

4. Request update on EGI.

Mr. Myers reported that EGI is communicating with the Cook County Landbank. Mayor Perkins gave additional information on EGI accomplishments.

**Information Only**

5. Request update on the project located at 902 South 3<sup>rd</sup> Avenue in the Village of Maywood.

Mr. Myers reported the builder is continuing to work on the property and is requesting permits for interior updates.

**Information Only**

6. Discussion regarding acquiring part-time Police Officers.

Chief Talley was not present for discussion. Mayor Perkins made comments and stated that Chief Talley should be present at the next meeting.

**No Action Required**

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

Mr. Norfleet extended a Thank You to the Public Works Department for their handling of snow removal during this winter season.

1. Presentation of Commendation by Maywood Fire Chief Craig Bronaugh pursuant to Firefighters Special Duty Run on Sunday, January 7, 2018.

Chief Bronaugh recognized Fire Captain Denard Wade and Firefighter/EMTs Fred Saffold, Daniel McDowell, Keith Chervinko (absent), Jon O'Dowd (absent) and Phillip Brooks for responding to the Report of a Distressed individual in the river at 1<sup>st</sup> and Chicago Avenue on January 7, 2018.

**Presentation Only**

2. Discussion and approval of Repayment Agreement entered into between the Village of Maywood ("Grantee") and the Illinois Department of Commerce and Economic Opportunity ("Grantor") to establish a plan for payment of \$41,474.00 in accordance with the terms of Grant No. 10-071107.

Mr. Norfleet reported based on final audit findings for FY 2011-2015, this is a request to payback portions of a grant for a 2011 Summer Youth Program by making monthly installments.

**Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to proceed with the monthly installments for reimbursement.**

**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. Discussion of the façade repairs for the Multipurpose Building located at 200 S. 5<sup>th</sup> Avenue.

Mr. Myers reported that the cornice is pulling away from the building and is in need of repair which was evaluated by the INGENII, engineers, at a cost of \$2000. The contractor Knickerbocker Sheet Metal's bid of \$10,750 is for exploratory purposes. Also, Frank Heitzman will be consulted in order to maintain the historical structure. Mr. Myers is seeking approval for an estimated cost of \$20,750.

**Motioned by Trustee Brandon and Seconded by Trustee Wellington to proceed with the amount not to exceed \$20,750.00.**

**Discussion:** Trustee Sanchez asked if other engineers were consulted. Mr. Myers responded INGENII was recommended by Hancock Engineer.

**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**

4. Approval of a payment and the selection of Infinity Signs for the installation of a monument sign to be at 40 Madison Street in the amount of (\$32,875.00) and at 125 S. 5<sup>th</sup> Avenue in the amount of (\$19,875.00) total amount for both signs in the amount of (\$52,750.00).

Mr. Myers reported on the bids received for installation as follows: **1)** Parvin-Clauss Sign Company Inc, Carol Stream - \$55,162.00, **2)** Olympic Signs, Lombard - \$57,440.00, and **3)** Infinity Signs, Countryside - \$52,750.00. Staff is recommending Infinity Signs to install the signs at both locations.

**Motioned by Trustee Yarbrough and Seconded by Trustee Sanchez to approve payment and the selection of Infinity Signs for installation of monuments to be installed at 40 Madison Street in the amount of \$32,875.00 and 125 S. 5<sup>th</sup> Avenue in the amount of \$19,875.00 for the total amount of \$52,750.00.**

**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**

**D. Village Attorney Agenda Items:** None**7. Omnibus Agenda****A. Motioned by Trustee Sanchez and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – P.**

**A.** Approval of payment to Allied Waste Service for garbage pick-up services for the Village of Maywood for the month of December 2017 in the amount of \$141,750.00. **B.** Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of February 2018 in the amount of \$284,188.54. **C.** Approval of payment to Baker Tilly Virchow Krause, LLP for services in connections with the April 30, 2017 Financial Statement Audit in the amount of \$25,542.00. **D.** Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$13,934.68. **E.** Approval of payment to Hackie Cement Corporation for sewer collapse repairs and street removal and replacements for the Village of Maywood Public Works Department in the amount of \$49,980.00. **F.** Approval of payment to Illinois Council of Police and Sheriffs for Health and Dental Insurance Premiums for the month of February 2018 in the amount of \$86,646.03. **G.** Approval of payment to Konica Minolta Business Solutions for semi-annual invoice for Maintenance Agreement covering the billing period of 07/01/17 to 12/31/17 which includes labor, parts, drums, staples and supplies - exclude paper in the amount of \$7,558.19. **H.** Approval of payment to Maywood Public Library District reflecting payments due for the months of October 2016, December 2016, January 2017, March 2017, April 2017, and May 2017 in the amount of \$48,172.75. The amounts are for the Library's share of personal property replacement taxes. **I.** Approval of payment to Morton Salt for bulk salt purchase for the Village of Maywood Public Works Department in the amount of \$17,318.56. **J.** Approval of payment to Pitney Bowes Purchase Power for postage replenishment pursuant to invoice dated January 8, 2018 in the amount of \$7,268.91. **K.** Approval of payment to Unique Plumbing Company for the Village of Maywood Com Ed 1st Avenue Meter RPZ for Maywood Public Works Department in the amount of \$30,312.50. **L.** Approval of payment to Unique Plumbing Company for the 1st Avenue and Main Street - Water Main Break for the Village of Maywood Public Works Department in the amount of \$12,209.94. **M.** Approval of payment to United Septic, Inc. for Vector Truck to clean out various sewers and inspection of sanitary lines for the Village in the amount of \$6,000.00. **N.** Approval of payment to Winkler's Tree Service for tree removals/trimming for the Village of Maywood Public Works Department in the amount of \$42,284.56. **O.** Approval of payment to EmergiTech for the Quarterly ETI Maintenance Agreement and Support Agreement for the Village of Maywood Police Department in the amount of \$14,706.66. **P.** Approval of payment to Copenhaver Construction for project that consists of the installation of a sanitary sewer along the north 500 Block of First Avenue in the Village of Maywood in the amount of \$13,580.69. The work represented on this pay estimate includes landscape restoration which was performed on October 9, 2017.

**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**

**8. New Business Agenda Item:**

- A.** Discussion and approval of Tax Reactivation Purchase and Redevelopment of the Village Owned Properties (National Cycle, Inc.) located at 2200 South Maywood Drive, Maywood, IL 60153.

Ms. Smith reported this is the final part of the project for the expansion and is seeking approval for the tax reactivation sale/offer of \$5000 and a Class 8 Tax Incentive (for expansion PINs only) that will not be applied until the parcel is built.

**Motioned by Trustee Sanchez and Seconded by Trustee Yarbrough to approve 1) the Tax Reactivation Sale of \$5000 15-15-102-013,000, estimated portion (per Village plat of subdivision approx. 12,421 sq. ft.) of 15-15-102-015-0000 to Mr. Barry Willey of National Cycle for \$5000.00 under the terms and conditions of the Tax Reactivation, subject to future approval TIF RDA regarding the purchase and expansion, 2) Approval of Temporary Access Agreement and 3) to direct staff to negotiate a RDA, convene TIF hearing for RDA/public improvement and establish Plat of Subdivision.**

**Discussion:** Trustee Sanchez sought clarity. Ms. Smith responded to his concern.  
**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**

- B. Discussion and approval of Enterprise Zone Intergovernmental Agreement for Cost Sharing and Start-up Activities supporting the formation of the West Regional Enterprise Zone Collaborative (WREZ).

Ms. Smith gave a report on the background of the agreement for the state funded program which encourages municipalities to work regionally to promoted economic development.

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve a Resolution Authorizing Execution and Approval of an Intergovernmental Agreement for the Enterprise Zone for Cost Sharing and Start-up Activities support the formation of the West Regional Enterprise Zone Collaborative (WREZ) and a Resolution .**

**Discussion:** Trustee Wellington asked who represents Maywood. Ms. Smith responded she and/or Mr. Myers.  
**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**

- C. Ordinance amending certain Sections of the Maywood Village Code to separate the positions of Assistant Village Manager and Director of Community Development, with a cover memo dated January 31, 2018 from Klein, Thorpe and Jenkins, Ltd.

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

**Discussion:** Mayor Perkins sought clarity. Mr. Norfleet responded the unfilled position for an Assistant Village Manager is being worked on.  
**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**

- D. Discussion to Waive the Liquor Control Commission Review application pursuant to Section 117.23 (Div. 2-24) to approve a Class C (Special Event Non-Municipal) for St. Eulalia Church Mardi Gras Event on Saturday, February 3, 2018.

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

**Discussion:** Clerk Mims read a Letter of Recommendation from the Liquor Commissioner.  
**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**

- E. A Statement for Legal Services for December 2017 Pertaining to General Matters, in the amount of \$10,239.50, with a cover memo dated January 31, 2018 from Klein, Thorpe and Jenkins, Ltd.

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

**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**

- F. A Statement for Legal Services for December 2017 Pertaining to 911 Dispatch Consolidation, Economic Redevelopment Matters, Employment and Labor Matters, and Litigation Matters, in the total amount of \$28,338,15, with a cover memo dated January 31, 2018 from Klein, Thorpe and Jenkins, Ltd.

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

**Discussion:** Trustee Sanchez made comments. Attorney Jurusik responded.

**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**

**9. Old Business Agenda Items:**

- Trustee Brandon requested updates on the bicycle program, the feasibility of the water line that travels through the Village of Maywood, the Façade Program and the bulk property program.

Mr. Norfleet responded a meeting with Public Works and the Village Engineers entailed a discussion regarding the water line and the need to solicit experts to establish the feasibility of an alternative and a financial choice. Mr. Myers responded that the bicycle program will have a report next week. Ms. Smith and Mr. Norfleet responded the suggested increases for the Façade Program will be determined through the budgeting process. Ms. Smith responded that the Bundle Program is handled through a bid packet. Mr. Norfleet responded that there is an interest from developers in the Bundle Program.

**10. For Information Only – None**

**11. Public Comment:**

**Comments from the Public** – Comments were made by the following individuals: L. Redmond, J. Stovall, L. LeBlanc, A. Matthews, E. Williams, J. Williams and N. Booker.

**Response to Public Comments** – Mr. Norfleet and Mayor Perkins responded to public comments.

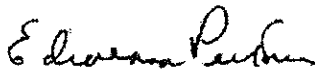
**12. Motioned by Trustee Brandon and Seconded by Trustee Sanchez to recess into Closed Session at 9.38 p.m. for the purpose of discussing:**

- A. Pending Litigation, pursuant to 5 ILCS 120/2(c)(11).
- B. Collective negotiating matters between the Village and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c)(2).
- C. The setting of a price for sale or lease of property owned by the Village to 5 ILCS 120/2(c)(6).

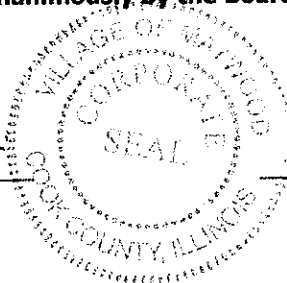
**13. Adjournment**

Mayor Perkins and the Board of Trustees adjourned the February 6, 2018, Regular Board Meeting with a Motion by Trustee Lightford and a Second by Trustee Yarbrough at 10:59 p.m. in the Village of Maywood Council Chambers.

**The Vote was affirmed unanimously by the Board of Trustees at 10:59 p.m.**



**Edwenna Perkins, Mayor**



**Viola Mims, Village Clerk**

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