

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
TUESDAY, JULY 9, 2019**

**1. Call to Order**

The Regular Board Meeting of Tuesday, July 9, 2019 was called to order by Mayor Edwenna Perkins at 7:07 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, Administrative Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford (via telephone) and N. Booker. **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  
Valdimir Talley Jr., Police Chief  
Craig Bronaugh, Fire Chief  
John West, Public Works Director  
Michael Marrs, Village Attorney  
William Peterhansen, Village Engineer  
Angela Smith, Business Development Coordinator

**3. Invocation**

Chief Talley 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 Village Board meeting of the Board of Trustees Tuesday, June 4, 2019.**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Regular Board Meeting of Tuesday, June 4, 2019 with corrections.**

**Discussion:** Trustee Wellington requested corrections to the adjournment time from 12:21 p.m. to 12:21 a.m.

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

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

- Chief Talley read a Proclamation for support of National Night Out on Tuesday, August 6, 2019, 5:00 p.m. to 9:00 p.m.

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

1. Approval of Village of Maywood Warrant List No. 200474 through July 2, 2019 in the amount of \$3,170,788.80.

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve Warrant List #200474 in the amount of \$3,170,788.80.**

**Discussion:** Trustee Wellington questioned Check Nos. 100034, 100036, 100038, 100101 & 100102 and mentioned Board approval is still not being sought. Ms. Satchell responded to her concerns. Trustee Brandon questioned a \$1000 expense for the fishing program. Ms. Satchell responded it is her understanding that stipend expenses are to be pre-approved, but line items do not require approval unless they are over \$5000 for the Village Manager. Attorney Marrs referred to the Expense Approval Policy that strongly encourages prior approval for use of public funds and suggested to pay expenses out-of-pocket and to seek approval for reimbursement at a scheduled meeting.

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

2. Discussion of the Village of Maywood Open Invoices Report as of July 2, 2019 in the amount of \$1,843,690.73.

**Discussion Only**

3. Finance Department Detailed Revenue and Expense Report for 12 Periods Ending April 30, 2019.

**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. Consideration to approve Class E Liquor License and Special Events Application for the Zacatecanos Fest July 21, 2019 in Veteran Memorial Park.

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

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

2. Consideration to appoint Eileen Olivier to the Economic Development Commission replacing Nathaniel George Booker.

**Discussion:** Trustee Booker recommended to postpone appointments until discussions regarding the two (2) commissions per Board meetings take place. Ms. Smith commented that the Economic Development Committee is active, has a Chairman and has submitted minutes to the Clerk's Office.

**Motioned by Trustee Booker and Seconded by Trustee Wellington to table appointments until the discussion regarding review of 2 Commissions per meeting.**

**Discussion:** None

**Ayes:** Trustees A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** Mayor Perkins, Trustees I. Brandon and M. Jones

**Abstain:** None

**Absent:** None

**Motion Carries**

3. Approval of a Resolution approving, authorizing and making the appointment of Corporation Counsel/Village Attorney of the Village of Maywood.

**Motioned by Trustee Sanchez and Seconded by Trustee Lightford to table this item until Attorney Jurusik is present.**

**Discussion:** None

**Ayes:** Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** Mayor Perkins

**Abstain:** None

**Absent:** None

**Motion Carries**

**7. Public Comments:**

**Comments from the Public** – Comments were made by the following individuals: L. Robinson, L. Redmond, G. Clay, E. Wilder and K. Sorenson. **Response to Public Comments** – Mr. Norfleet responded to public comments.

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

- A. Public Works Director, John West is requesting consideration and approval of Husqvarna FS520 Concrete Saw to be purchased from O'Leary Contractors Equipment and Supply. The contractor has provided a National Joint Powers Alliance (NJPA) price quotation in the amount of \$6,320.00.

Mr. West gave an overview for the request.

**Motioned by Trustee Brandon and Seconded by Trustee Jones to approve.****Discussion:** None**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- B. Public Works Director, John West is requesting consideration and approval to purchase an additional Z-Trak Zero Turn Riding Mower. Three quotes were received to purchase this mower. It has been recommended by Mr. West that the quoted price provided by Circle Tractor for the John Deere Z930M Z-Trak mower in the amount of \$9,334.71 (lowest quote) be approved.

Mr. West gave an overview for the request.

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve.****Discussion:** None**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- C. Discussion and consideration regarding Maywood Police Department (MPD) approval to service the Segway equipment and pay the vendor with Federal 1505 monies not to exceed \$5,994.

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve.****Discussion:** None**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- D. Discussion and consideration regarding Maywood Police Department (MPD) Proposal No. 10 to purchase Taser model to update and refresh the department's non-lethal weapons which would not exceed \$8,937.50.

**Motioned by Trustee Lightford and Seconded by Trustee Sanchez to approve****Discussion:** Trustee Lightford asked how many would be ordered. Chief Talley responded a total of twelve (12) tasers would be purchased.**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- E. Discussion and consideration regarding Maywood Police Department Proposal No. 11 to purchase and outfit the Police Department leading to the utilization of body worn cameras by all officers.

**Motioned by Trustee Booker and Seconded by Trustee Sanchez to continue his research****Discussion:** Chief Talley is seeking approval to continue research for the non-budgeted item. Trustee Sanchez mentioned the item was introduced by the Finance Committee and was suggested by Mayor Perkins.**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- F. Discussion and consideration regarding an application received from Americash Management, LLC for participation in the Façade Improvement Program located at 1117 South 1<sup>st</sup> Avenue, Maywood, IL. The owner is requesting funds for signage, lighting and new commercial doors. Authorization use of funds and payment from the Madison TIF in the amount of \$25,000.00. *This item was discussed before to Item 8A.*

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve****Discussion:** Ms. Smith gave an overview for the request.**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried**

- G. Discussion and consideration pertaining to sale of the substandard Village-Owned Vacant Lot located at 224 South 11<sup>th</sup> Avenue, Maywood, IL. to Mr. Michal Maravicik for \$1,000 under the terms and conditions of the Adjacent Neighbor Land Acquisition Program (ANLAP). *This item was discussed after Item 8F.*

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve****Discussion:** Ms. Smith gave an overview for the request.**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried****9. Village Attorney's Report:**

- A. Status Report on 415 Roosevelt Road Tax Deed Project, dated July 2, 2019 from Klein, Thorpe and Jenkins, Ltd.  
Attorney Marrs gave a status report for the property at 415 Roosevelt Road.

- B. Memorandum regarding Short-Term House Rental Regulations (e.g., AirBnB, Homeaway, etc.), dated July 2, 2019 from Klein, Thorpe and Jenkins, Ltd.

Attorney Marrs reported on a hand-out regarding short-term house rentals and mentioned rental regulations already in place but specifics can be regulated with an amendment. Trustee Sanchez mentioned he requested the item be placed on the agenda.

**Motioned by Trustee Sanchez and Seconded by Trustee Lightford to move forward a drafting of an Ordinance for consideration.****Discussion:** None**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker**Nays:** None**Abstain:** None**Absent:** None**Motion Carried****10. Omnibus Agenda Items:**

- A. **Motioned by Trustee Jones and Seconded by Trustee Sanchez for the approval of the Omnibus Agenda Items A – AA: with the exception of B, M, Q & R.**

A. Approval of payment to Accu-Tron Computer Service for computer consulting services for the month of July 2019 in the amount of \$6,300.00. C. Approval of payment to City Wide of Chicago for janitorial services for the Village of Maywood in the amount of \$7,200.50. D. Approval of payment to Edwin Hancock Engineering for engineering services rendered for the Village of Maywood Public Works Department pursuant to Madison Street LAFO (1st Avenue to Des Plaines Road) in the amount of \$76,384.00. E. Approval of payment to Fleet Services for Retail Fuel Purchases for the Village of Maywood in the amount of \$16,350.75. F. Approval of payment to Maywood Property Management, LLC for completion of approved Façade Project for 1109-1123 Madison Street in the amount of \$23,675.00. G. Approval of payment to North East Multi-Regional Training, Inc. for Annual Membership Renewal that provides officers and Civilian Employee with essential training from 7/1/19 through 6/30/2020 in the amount of \$6,080.00. H. Approval of payment to Pitney Bowes Purchase Power for postage replenishment for the Village of Maywood Finance Department in the amount of \$11,386.77. I. Approval of payment to Post Concrete Repair for pool repairs, mobilization and materials for the Village of Maywood Fred Hampton Pool in the amount of \$15,000.00. J. Approval of payment to Triggs Construction for project that included roadway and drainage improvements along 20th Avenue from Madison Street to Washington Boulevard as well as Warren Street from 19th Avenue to 17th Avenue in

the amount of \$17,390.14. **K.** Approval of payment to Village of Melrose Park for water services provided from the Village of Melrose Park to the Village of Maywood in the amount of \$113,671.48. **L.** Approval of payment to Allied Waste Service for garbage rollover services for the month of May 2019 in the amount of \$8,488.67. **N.** A Resolution Approving and Authorizing the Execution of Computer Software and Services Contract (Contract Agreement, Software Purchase Agreement, Caselle Software Distribution Agreement, Civic Support Agreement) by and between the Village of Maywood and Civic System, LLC. **O.** A Resolution Approving the Sale of Real Property Commonly Known as 1401 S 21<sup>st</sup> Avenue pursuant to the ANLAP Program of the Village of Maywood. **P.** A Resolution Approving the Sale and Redevelopment of Real Property commonly known as 1215-1217 S 7<sup>th</sup> Avenue pursuant to the Tax Reactivation Program of the Village of Maywood – Demetris Lewis D/B/A Lewis Lawn Service, Inc. **S.** A Resolution Adopting Written Design Standards for Small Wireless Facilities, with the Village of Maywood General Guidelines and Small Wireless Facility Design, Stealth and Concealment Standards attached as Exhibit "A" to the Resolution. **T.** A Resolution Approving and Authorizing the Execution of a Master License Agreement for the Collocation of Small Wireless Facilities located within the Municipal Rights-of-Way (New Cingular Wireless PCS, LLC, a Delaware limited liability company d/b/a AT&T MOBILITY), with the Master License Agreement for the Collocation of Small Wireless Facilities Located Within the Municipal Rights-Of-Way – Village Of Maywood/ New Cingular Wireless PCS, LLC, a Delaware limited liability company d/b/a AT&T Mobility attached as Exhibit "A" to the Resolution, with a cover memo dated July 2, 2019 from Klein, Thorpe and Jenkins, Ltd. **U.** A Resolution Approving and Authorizing the Execution of an Entertainment and Music Performer Agreement for 2019 Maywood Family Fest. (Multiple Entertainment and Music Performers), with copies of the Listing of Entertainment and Music Performers attached as Exhibit "A" and the template Entertainment and Music Performer Agreement attached as Exhibit "B". **V.** A Statement for Legal Services for April 2019 Pertaining to General Matters, in the amount of \$3,822.00. **W.** A Statement for Legal Services for April 2019 Pertaining to 911 Dispatch Consolidation, Cellular Facility Agreements, Water Fund Matters, Environmental Matters, Employment and Labor Matters, Litigation Matters, and Economic Redevelopment Matters, in the total amount of \$26,423.62. **X.** A Statement for Legal Services for May 2019 Pertaining to General Matters, in the amount of \$5,624.50. **Y.** A Statement for Legal Services for May 2019 Pertaining to 911 Dispatch Consolidation, 2015 G.O. Bond Covenant Matters, Employment and Labor Matters, Litigation Matters, and Economic Redevelopment Matters, in the total amount of \$24,105.10. **Z.** An Ordinance Authorizing Certain Expenditures from the Madison Street / 5<sup>th</sup> Avenue Tax Increment Financing Redevelopment Project Area Fund to pay for the Maywood 2019 Roadway Improvements Project and Award of contract to low bidder. - M&J Asphalt Paving Co., Inc. (Project: 2019 Roadway Improvements Project) (Low Bidder Contractor and Price: M&J Asphalt Paving Co., Inc.; \$938,554.00). **AA.** Approval to select John Tylka Falco Inc to reinstall the cornice at the 200 S. 5th Avenue, Multipurpose Building in the amount of \$107,000.00. The project is funded by the façade program out of the Expired St. Charles TIF.

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford (*temporarily absent from the meeting*)

**Motion Carries**

#### **Pulled Items**

- B. Approval of payment to City of Chicago - Department of Water for water services from April 16, 2019 through May 15, 2019 provided by the City of Chicago in the amount of \$325,111.47.

**Motioned by Trustee Sanchez and Seconded by Trustee Booker for the approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford (*temporarily absent from the meeting*)

**Motion Carries**

- M. An Ordinance approving and Authorizing the Expenditure of funds from the Madison Street / Fifth Avenue Tax Increment Financing District to pay portion of TIF-Eligible Project Expenses Associated with Smart Route Program Costs and Approving and Authorizing Execution of a Cost Sharing Agreement between Village of Maywood, Proviso Township and Board of Trustees of School District 89 for Smart route Program (Project: Wayfinding Signage, Supplies, Job Training and Part-time Personnel cost for Walking route Supervisor and Workers and Insurance).

**Motioned by Trustee Booker and Seconded by Trustee Sanchez for the approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford (*temporarily absent from the meeting*)

**Motion Carries**

- Q. A Resolution Authorizing and Approving the Execution of the Labor Contract by and between the Illinois Fraternal Order of Police (IFOP) Labor Council and Village of Maywood for all Full-Time Telecommunicators and Telecommunicator Supervisor. (Term: October 1, 2018 to April 30, 2020).

**Motioned by Trustee Sanchez and Seconded by Trustee Wellington for the approve.**

**Discussion:** Mayor Perkins and Trustee Brandon expressed concerns regarding the lack of Maywood representation. Attorney Marrs explained this item is to address setting a schedule for telecommunicators pay to catch up to Broadview telecommunicators.

**Ayes:** Trustees A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** Mayor Perkins, Trustee I. Brandon and M. Jones

**Abstain:** None

**Absent:** None

**Motion Carries**

- R. A Resolution Authorizing and Approving the Execution of the Labor Agreement between the Village of Maywood and Teamsters Local Union No. 700 (affiliated with the International Brotherhood of Teamsters) for all Part-time Police Officers. (Term: May 1, 2019 to April 30, 2023) with a copy of the Agreement attached to the Resolution as Exhibit "A".

**Motioned by Trustee Sanchez and Seconded by Trustee Brandon for the approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

## 11. New Business

- Mayor Perkins mentioned a request by the Census Committee for students to arrange a contest for the 2020 Village stickers.

## 12. Old Business

- A. A Resolution Authorizing the Approval and Execution of an Independent Contractor Agreement for Professional Services for Assistant Secretary of the Board of Fire and Police Commission (Alexzondrea Taylor) with a copy of the Independent Contractor Agreement attached as Exhibit "A"

**Discussion:** Trustee Brandon sought clarity on a threshold for this temporary secretary position versus the permanent secretary who is also compensated. Chairman Wilder responded he was not able make a determination on future requests.

**Motioned by Trustee Sanchez and Seconded by Trustee Booker to approve the \$2 raise.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** Trustee I. Brandon

**Abstain:** None

**Absent:** None

**Motion Carries**

**13. Board of Trustee Comments:**

- Trustees Brandon made announcements of public interest.
- Trustee Jones mentioned to keep on the radar the 2 commissions for review per Board meetings, solar panels and audit of street signs.
- Trustee Sanchez recognized Dominique Jeter a Village of Maywood recipient of an Illinois Legislative Black Caucus Foundation Scholarship for \$1000.
- Trustee Booker is seeking permission to attend a conference in September for the National Black Caucus. There was a majority consensus to bring the item back to the next meeting as an out-of-pocket expense and reimbursement. Trustees Brandon and Wellington were not in favor.

**14. For Information Only:** None

**15. Closed Meeting Session:**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to recess into closed session at 10:43 p.m. for the purpose of discussing:**

- A. The appointment, employment, compensation, discipline, performance or dismissal of a specific employee of the public body or legal counsel for the public body (5 ILCS 120/2 (c)(1)).
- B. Setting of the price for sale or lease of property owned by the Village (5 ILCS 120/2 (c)(6)).

**Discussion:** None

**Ayes:** Viva Voce (by the voice) Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington, M. Lightford and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** None

**Motion Carries**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to reconvene the Regular Board meeting at 11:21 p.m.**

**17. Adjournment**

Mayor Perkins and the Board of Trustees adjourned the July 9, 2019 Regular Board Meeting with Viva Voce (by the voice) in favor at 11:23 p.m.

  
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**Edwenna Perkins, Mayor**

  
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**Viola Mims, Village Clerk**

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

