

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
SPECIAL REGULAR BOARD MEETING MINUTES
TUESDAY, APRIL 21, 2020**

Call to Order

The Special Regular Board Meeting of Tuesday, April 21, 2020 was called to order by Mayor Edwenna Perkins at 7:08 p.m. in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

Roll Call

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustees I. Brandon, M. Jones (via telephone), A. Sanchez (via telephone), K. Wellington (via telephone), M. Lightford (via telephone) and N. Booker (via telephone). **Absent:** None. There being a Quorum present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager
Lanya Satchell, Finance Director
LaSondra Banks, Human Resources Coordinator
Elijah Willis, Deputy Police Chief
John West, Public Works Director
Michael Jurusik, Village Attorney (via telephone)

Trustee Brandon gave the invocation.

Pledge of Allegiance to the Flag

Everyone remained standing and recited the Pledge of Allegiance to the Flag of the United States of America.

Approval of minutes for the Special Regular Board and Public Hearing Meeting of the Board of Trustees on Tuesday, April 7, 2020.

Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve the minutes for the Special Regular Board and Public Hearing Meeting of Tuesday, April 7, 2020.

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

Oaths, Reports, Proclamations, Announcements and Appointments

- Mayor Perkins made announcements of public interest and suggested volunteers make masks to donate to those without masks. *There was a consensus of the Board in agreement with the suggestion.
- Trustee Brandon made announcements of public interest.
- Mr. Norfleet announced Yard Waste pick-up will begin the week of April 27, 2020.

A. Consideration and approval to appoint Mr. Martel Richardson to the Energy and Environment Commission.

Trustee Lightford responded to Trustee Wellington's question that he recommended Mr. Richardson.

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve the appointment of Martel Richardson.

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. Consideration and approval to appoint Ms. Annette Barker to the Beautification Commission.

Trustee Booker responded to Trustee Wellington's question that he recommended Ms. Barker.

Motioned by Trustee Brandon and Seconded by Trustee Booker to approve the appointment of Annette Barker.

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. Consideration for Trustee Kimyada Wellington to present Washington DC Report – March 2020.

Trustee Wellington read the presentation for her trip.

Finance Management Report(s):

- A. Approval of Village of Maywood Warrant List No. 200491 through April 16, 2020 in the amount of \$1,063,720.10 \$1,021,638.83.

Motioned by Trustee Sanchez and Seconded by Trustee Brandon to approve Warrant List #200491 in the amount of \$1,021,638.83.

Discussion: Trustee Booker mentioned Check Nos. 102320, 102321, 102322, 102323, 102331, 102334, 102340, 102346, 102351, 102354, 102356, 102358102373 and 102375. Trustee Wellington mentioned Check No. 102335. Ms. Satchell mentioned duplicate Check No. 102318 to Ford Motor Credit Company for \$42,081.27 and to correct the total amount from \$1,063,720.10 to \$1,021,638.83.

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. Discussion pursuant to the Village of Maywood Warrant Open Invoices Report as of April 16, 2020 in the amount \$444,222.26.

Information Only

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

- A. Discussion and consideration concerning Art's II Food and Beverage located at 817 West Roosevelt Road Stock Transfer Application of Ownership to Khushbu Patel.

Motioned by Trustee Brandon and Seconded by Trustee Booker to approve Art's II Stock Transfer to Khushbu Patel.

Discussion: None

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

Nays: Trustee M. Lightford

Abstain: None

Absent: None

Motion Carried

B. In order for a Village Trustee to get an item on the agenda to be called for a vote under New Business, the following requirements need to be met:

- * A Trustee must secure written support (email preferred) from two or more other trustees.
- * The request must be accompanied with support document(s) pertaining to the Line Item so the Board can review prior to the meeting.
- * A limit of two (2) agenda Line Items per Trustee for any one Board of Trustee Meeting.

Trustee Booker recommended to revise the support to one or more Trustee approval and a limit of three agenda Line Items per Trustee instead of two to avoid a probable OMA (Open Meetings Act) Violation. Attorney Jurusik reiterated the probability of an OMA violation with the support of three trustees with a total of seven Board members. A discussion ensued.

Motioned by Trustee Booker and Seconded by Trustee Wellington to approve written support from one or more Trustees with supporting documents and three agenda Line Items per Trustee.

Discussion: None

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

Nays: Mayor Perkins, Trustees I. Brandon, M. Jones, M. Lightford

Abstain: None

Absent: None

Motion Failed

C. In order for a Village Trustee to get an item on the agenda for discussion only under New Business, the following requirements need to be met:

- * A Trustee must secure a majority vote during Board of Trustee comments with support documents prior to agenda approval period.
- * At the Mayor and Village Manager's discretion.

Trustee Brandon questioned the need for the Mayor's and Mr. Norfleet's mediation.

Motioned by Trustee Brandon and Seconded by Trustee Booker to move forward with item striking the Mayor's and Village Manager's discretion.

Trustee Wellington sought clarity on the reason for the words "discussion only" and suggested to remove them for the possibility of an item ready to move forward with action. An amended motion follows.

Motioned by Trustee Brandon and Seconded by Trustee Booker to move forward with this item and to accept the recommendation from my colleague.

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

Public Comments:

- **Public Comments** - Comments were received via email from L. Redmond and read by Clerk Mims.
Responses to Public Comments: Responsive comments are included for discussion on agenda.

Village Manager's Report:

- A. Discussion and consideration concerning not passing the Proposed 2.45% Water Rate Increase from the City of Chicago effective June 1, 2020 to the Village of Maywood water users.

Mr. Norfleet mentioned this will be the fourth year an increase has not been passed on to the residents and absorbed through efficiency and the collection of resources.

Motioned by Trustee Booker and Seconded by Trustee Brandon to approve not to pass the 2.45% water increase to the residents.

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. Discussion and consideration to approve a quote by Nafisco, Inc. to provide and install two Tapco solar radar speed display signs. One each will be placed in sections of northbound and southbound Nineth Avenue prior to Garfield School in the amount of \$7,784.24.

Motioned by Trustee Brandon and Seconded by Trustee Booker to approve a quote from Nafisco to provide and install two Tapco solar radar speed displays signs prior to Garfield School in the amount of \$7,784.24.

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 to approve Pavement Striping throughout the Village to be up to regulated standards. Public Works Department received a quote for service provided by Mark-It Striping, Inc. The total amount billed in the amount of \$34,637.69 will be for both invoices "with bid waiver."

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve a quote for service provided by Mark-It Springs, Inc. for pavement striping in the amount of \$34, 637.69 with a bid waiver.

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 to approve purchase of ten (10) sets of Structural Firefighting Protective Clothing from Fireground Supply, Inc. in the amount of \$29,373.50 for the Fire Dept. "with bid waiver."

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve the purchase of ten sets of Structural Firefighting Protective Clothing from Fireground Supply, Inc. in the amount of \$29,373.50 with a bid waiver.

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

- E. Discussion and consideration pursuant to a deposit to be received from the U.S. Department of Health and Human services in the amount of \$10,3456.77. This monetary deposit is to aid in the Ambulance Services and Transport fees of either confirmed or suspected COVID-19 patients.

Motioned by Trustee Lightford 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

- F. Discussion and consideration to review the final Village of Maywood Downtown TOD Plan and make a Motion to adopt (Community Development).

This item was pulled by Mr. Norfleet.

Village Attorney Report: None

Omnibus Agenda Items:

- A. Motioned by Trustee Brandon and Seconded by Trustee Wellington for the approval of the Omnibus Agenda Items A – K.**

A. Motion to Approve Auto Liability, General Liability, Crime, Public Officials Liability, Property and Casualty and Worker Compensation, Employment Liability, Law Enforcement, Umbrella and Excess Insurance Coverage Renewal Proposal for Year 2020 at a Total Premium Cost of \$67,500.00, as presented in handout by Alliant/Mesirow Insurance and CS Insurance Strategies, Inc. and discussed by Village Manager Norfleet at the April 7, 2020 Special Village Board Meeting. **B.** An Ordinance Amending Section 111.43 (Motor Fuel Tax), Chapter 111 (General Business Regulations), Title XI (Business Regulations) of the Maywood Village Code. **C.**-Approval of payment to Accu-tron Computer Service for computer consulting services for the month of April 2020 in the amount of \$6,300.00. **D.** Approval of payment to Allied Waste Service for garbage pickup and rollover services for the Village of Maywood in the amount of \$155,916.16. **E.** Approval of payment to Cargill, Inc. for bulk salt purchased for the Village of Maywood Public Works Department in the amount of \$52,085.20. **F.** Approval of payment to City of Chicago for water services utilized by Village of Maywood from February 19, 2020 to March 19, 2020 in the amount of \$326,058.64.

G. Approval of payment to City Wide of Chicago for janitorial services for Village of Maywood in the amount of \$15,049.04. **H.** Approval of payment to Comcast for recurring Telephone/Ethernet Services for Village of Maywood Fire Department, Police Station, 200 Building and Village Hall in the amount of

\$21,382.27. **I.** Approval of payment to Fleet Services for Retail Fuel Purchases for Village of Maywood in the amount of \$13,196.67. **J.** Approval of payment to Pitney Bowes Purchase Power for Village of Maywood postage replenishment in the amount of \$22,686.08. **K.** Approval of payment to Unique Plumbing Company for Roosevelt Road Water Main Improvements Project from 10th Avenue to 13th Avenue for Village of Maywood Public Works Department in the amount of \$172,648.30.

Discussion: Mr. Norfleet mentioned Item F is a current payment and with a credit to the village.

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

New Business Items:

- A. Discussion and consideration to approve Special Events Commission code amendments as of April 21, 2020. This item was placed on the April 7th agenda, but was discussed. (Trustee M. Jones).

Motioned by Trustee Booker and Seconded by Trustee Brandon to approve.

Discussion: Trustee Wellington mentioned adding information relative to the end of a commissioners term. Attorney Jurusik mentioned the item will be in the format of an Ordinance included on the next agenda. An amended motion follows:

Motioned by Trustee Booker and Seconded by Trustee Brandon to approve the code amendments and add “the members shall be appointed for 2-year term. Notwithstanding the foregoing, all appointees shall hold office until their successors are appointed and qualified.

Discussion: None

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

Nays: None

Abstain: None

Absent: Trustee A. Sanchez (temporarily)

Motion Carried

- B. Discussion and consideration concerning Melrose Park – Broadway Commuter Improvements pursuant to improving the Broadway Avenue Corridor and Train Station at 19th Avenue (Mayor E. Perkins).

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve

Discussion: Mr. Norfleet explained the property belongs to the railroad and the bike rack will be on the Maywood side of the tracks.

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 Village Pride-Village Wide initiative and May 2020 Community Beautification Month Meeting – Draft. This item was placed on the April 7, 2020 agenda for discussion. (Trustees Booker, Lightford and Sanchez.)

Motioned by Trustee Booker and Seconded by Trustee Lightford to approve the purchase of the Litterati Program, the purchase of the Menard and Home Depot Items, Yard Signs and Promotion Printing and not to exceed the \$6,500 budget.

Discussion: Trustee Booker mentioned a Litterati License, supplies from Menard and Home Department and Yard Signs for a total of \$6,500 of the budgeted item for the Beautification Commission where the information will be featured, as a partnership, on the Maywood Park Districts website. The park district will supply staff. Trustees Wellington and Brandon made comments and/or raised concerns.

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

Nays: Mayor Perkins and Trustee I. Brandon

Abstain: None

Absent: None

Motion Carried

- D. Resolution Approving the Content of and/or Release of Certain Closed Meeting Minutes of the Board of Trustees of the Village of Maywood (2019 Full Year Review).

Motioned by Trustee Booker and Seconded by Trustee Lightford to approve.

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 Carried

Old Business:

- A. Discussion and consideration to approve updated documents pursuant to Intergovernmental Assembly Memorandum of Understanding. One attachment is a red-lined version and the other documents is a clean version. This item was placed on the April 7th agenda but was not discussed. (Trustee M. Jones)

Motioned by Trustee Booker and Seconded by Trustee Wellington 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. Ordinance Approving the Fiscal Year 2020/2021 Village of Maywood Budget (May 1, 2020 through April 30, 2021). This item was discussed after Item B below.

Motioned by Trustee Booker and Seconded by Trustee Sanchez to approve. This item was discussed after Item C below.

Discussion: A discussion ensued.

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. Ordinance Authorizing Certain Amendments to the Fiscal Year 2019/2020 (May 1, 2019 through April 30, 2020) Village of Maywood Budget) (Amendment No. 1). This item was discussed after Item 7 under the Finance Management Report.

Motioned by Trustee Sanchez and Seconded by Trustee Booker 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. Consideration and discussion concerning the March 31, 2020 letter and request by developer Maywood Equity Group, LLC to extend the Contingency Period to September 1, 2020 and the Closing Date to October 1, 2020 under the Redevelopment Agreement for the Commercial Development at the Northwest Corner of 1st Avenue and Lake Street.

Motioned by Trustee Brandon and Seconded by Trustee Booker to grant the extension for the Contingency Period to September 1, 2020 and the Closing Date to October 1, 2020 under the Redevelopment Agreement.

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

Board of Trustee Comments/Information:

- A. Consideration to present the Illinois Municipal League (IML) item relating to “Internal Issues Challenging Your City Council or Village Board” and the Village of Maywood Self Evaluation Services.

Trustee Wellington mentioned a \$500 fee, the Village would need to find a facilitator (additional cost) and is seeking a consensus from Board to move forward. The consensus was granted from the Board.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve.

Discussion: Trustee Wellington mentioned the need for uniformity of procedures with newly appointed officials..

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. Consideration to discuss the New Board Member(s) On-Boarding Checklist (Trustee Wellington).

Trustee Wellington mentioned the need for consistency of procedures with newly appointed officials.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve.

Discussion:

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. Consideration to discuss the December 2020 calendar of events (Trustee Wellington).


Trustee Wellington recommended due to the COVID-19 Shelter-In Order to delay the calendar review until next year.

For Information Only: None

Closed Meeting Session: Cancelled

Adjournment

Mayor Perkins and the Board of Trustees adjourned the April 21, 2020 Special Regular Board Meeting with a Motion by Trustee Brandon and a Second by Trustee Jones at 11:04 p.m. in the Village of Maywood Council Chambers.


Edwenna Perkins, Mayor




Viola Mims, Village Clerk

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