

MINUTES OF THE **REGULAR MEETING** OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF SAUK VILLAGE, HELD IN THE SAUK VILLAGE MUNICIPAL CENTER ON **MARCH 9, 2010.**

1. CALL TO ORDER

1a. Mayor Towers called the meeting to order at 7:06 pm.

1b. Mayor Towers led those assembled in the Pledge of Allegiance.

1c. On roll call:

Present: Trustees Anderson, Benson, Burgess, Myers and Williams

Absent: Trustee Hanks (absent with cause)

A quorum was present.

2. APPROVAL OF MINUTES

a. February 9, 2010- Regular Board Meeting

b. February 19, 2010- Emergency Board Meeting

c. February 23, 2010- Regular Board Meeting

Mayor Towers asked for a motion to approve the minutes of February 9, 2010.

Trustee Burgess made a motion to approve the minutes as stated above. Trustee Williams seconded the motion.

On roll call:

Ayes: Anderson, Benson, Burgess, Myers and Williams

Nays: None

Abstain: Trustee Hanks

Motion carried.

Mayor Towers asked for a motion to approve the minutes of February 19, 2010.

Trustee Williams made a motion to approve the minutes as stated above. Trustee Burgess seconded the motion.

On roll call:

Ayes: Anderson, Benson, Burgess, Myers and Williams

Nays: None

Abstain: Trustee Hanks

Motion carried.

Mayor Towers asked for a motion to approve the minutes of February 23, 2010.

Trustee Burgess made a motion to approve the minutes as stated above. Trustee Williams seconded the motion.

On roll call:

Ayes: Anderson, Burgess, Hanks, Myers and Williams

Nays: None

Abstain: Trustee Benson

Motion carried.

3. REPORTS OF OFFICERS

3a. Chief of Staff –Mrs. Brunetta Hill -Corley

Chief of Staff Corley stated that the monthly department head meeting was successful. The department budgets were discussed. Concerns included the care of vehicles and buildings and clothing allowances for the Police Department. The Finance Director position has been posted in various locations. Residents have expressed concern regarding post winter street clean up; community service workers may be utilized.

COS Corley will contact the Beautification Committee regarding cleaning up various business facades. COS Corley thanked Village Treasurer Carmichael and the staff for their assistance in the Finance Department since the retirement of Finance Director Sterrett.

Trustee Burgess thanked COS Corley for providing the information requested regarding the Village Attorney. Trustee Hanks asked if there is a time frame for the posting of the Finance Director. COS Corley stated that it will be posted for 5 days according to the employee manual but the time frame was open; a final date will be posted. Trustee Hanks stated that in the past the Village worked with church volunteers, scout troops and Public Works around April or May to organize a Village cleanup. Public Works supplies the equipment. COS Corley stated that she will notify the organizations to see if they would like to participate.

3b. Village Clerk: Mrs. Williams

Village Clerk Williams stated that the front desk is no longer open after hours during Board meeting nights. Pet licenses expire April 30, 2010. The cost of the pet license is \$15.00; if the pet is spayed or neutered the cost is \$7.00.

3c. Village Treasurer- Mrs. Genorise Carmichael

Village Treasurer Carmichael has been working with Gonzalez and Associates (interim Finance Directors) to bring the General Ledger and bank reconciliations up to date, as well as, preparing for the transfer of the Police Pension Fund to the new investment company.

3d. Village Attorney- Mr. Jimmy Vasselli

Village Attorney Vasselli has been working with COS Corley and the Finance Department on Village financial matters including following up leads of potential funding sources. VT Vasselli is also meeting with State and local officials and DP Partners regarding economic development issues, working with the Ordinance Review Committee and litigation matters. The bond abatement was completed to assist the Village in abating the taxes for the 44 million dollars worth of outstanding debt.

3e. Village Engineer- Mr. Czarnik

VE Czarnik reported that field work is being completed to evaluate the roads that will be resurfaced this program year. Many roads need extensive repair. Costs will be determined and brought to the Board.

VE Czarnik met with Police Chief Martin and Public Works Director Weller regarding flooding problems in the basement of the Police Department; a report from a structural engineer will be forthcoming.

Trustee Burgess asked if the intersection of Torrence Avenue and Sauk Trail belongs to the State (Yes) and can we bring that to the state's attention as an emergency. VE Czarnik stated that the Mayor can write a letter to bring it to their attention.

3f. Mayor's Report: Mayor Lewis Towers

Mayor Towers reported that Com Ed is offering a helping hand to customers; a one time 50% credit when 50% is paid on outstanding bills where a disconnection notice has been received within the past 120 days; must have a medical or financial hardship. Call 888/806-2273 to inquire.

The VISTA program is providing clothes and shoes to Village residents Monday through Friday from 10 am – 3 pm in the Community Center; donations are also accepted during those times. Respond Now has seen an increase in residents applying for food baskets; they are located in the Community Center on Tuesdays between 10 am – 2 pm. Panera Bread continues to donate bread on Thursdays from 1 pm -4 pm.

Bloom Township is providing a utility assistance program for Bloom Township residents starting March 24, 2010 at 9 am at the Bloom Township office located at 425 South Halsted Street in Chicago Heights; must bring current ID with correct address, proof of last 30 days income, utility bills with your name on it- the utility must not be disconnected. Residents can only apply for this program once every 12 months.

Mayor Towers will be delivering meals to Sauk Village seniors on March 24 along with other mayors across the country as part of the Meals on Wheels program.

4. REPORTS OF TRUSTEES AND BOARD COMMITTEES

4a. Senior Citizens Committee: Trustee Anderson

Trustee Anderson thanked everyone who participated in the senior Chili Cook Off and invited everyone to participate in movies at the library every 2nd Monday of the month at 1 pm – light refreshments are served.

4b. Parks, Recreations & Youth Services: Trustee Benson

Trustee Benson stated that the basketball season starts this Saturday; four games per Saturday for nine weeks- 2- A division teams and 2-B division teams. Games begin at 9 am in the Community Center. Practices are ongoing. Coaches (Mayor Towers will be coaching and expects to win his first game) and referees are in place. Refreshments are sold at all games. Please support the teams.

The football/ cheerleading registration is every Friday 4 pm – 8 pm and Saturday 11 am- 3 pm at the Community Center. Football and cheerleading coaches are needed. The South Suburban State Parks & Rec Committee meeting will be held on Friday, March 12, 2010 at 8 am in the Village Hall. State Representative Anthony DeLuca will be hosting the event.

4c. Housing Authority Commission: Trustee Hanks

Trustee Hanks stated that the NACA (Neighborhood Assistance Corporation of America) Workshop will be held on Saturday, March 20, 2010 from 9 am – noon in the Village Hall. To register for the purchase/save your home workshop go to www.naca.com or by phone at 888/302-6222 (NACA). Trustee Hanks asked COS Corley to make sure that all Village vehicles that can be removed are moved from the parking lot- Sauk Village Baptist Church will allow them to park there. Trustee Hanks will verify how many people are expected to attend.

4d. Ordinance Review Committee: Trustee Myers

Trustee Myers stated that the committee is working with Police Chief Martin and other trustees on a local shoplifting ordinance and an ordinance or amendment that would allow the Fire Inspectors to write fire code citations. Both ordinances should have drafts submitted in the Board packets Friday. The committee is continuing to review and correct minor errors in the code book. New members are encouraged to join the committee; contact Ed Myers at the Village Hall. Residents are encouraged to make suggestions or call with questions.

4e. Economic Development Committee: Trustee Burgess

Trustee Burgess stated that the next meeting of the Economic Development Committee will be Wednesday, March 10, 2010 at 6:30 pm. The topics include updating Village information for the LOIS web site. Trustee Burgess will be working with COS Corley and the department heads to obtain current information. This web site is open nationwide to prospective businesses looking to open in the area.

4f. Public Relations/Web Site Committee: Trustee Williams

Trustee Williams stated that the updated financial report will for the Student Government fundraising efforts will be presented next Tuesday. Student Government Day dinner tickets are on sale for \$10.00 at the front office; no credit cards will be accepted. All ticket money will be kept separate from Village money and deposited in the Public Relations account. Student Government Day is Tuesday, March 23, 2010 at 7 pm. All reports from elected officials, department heads and service providers are due by Monday, March 19, 2010 by email. The dinner will be Wednesday, March 24, 2010 at St. James Didier Hall at 7:00 pm; doors open at 6:30 pm.

4g. 2010 Census Update: Chief of Staff Corley

COS Corley reminded everyone to fill out and return their census forms and stand up and be counted. Three question and answer centers have been established to assist residents- the fire department, community center and Emmanuel Church – from March 19, 2010 to April 19, 2010. Call the COS with any questions. Trustee Williams asked if additional tokens and posters can be available for Student Government Day. COS Corley will call the Census director.

5. REPORTS OF DEPARTMENTS, COMMITTEES & COMMISSIONS

5a. Police Department: Police Chief Martin

Police Chief Martin stated that more supervisors have been placed on the streets. Chief Martin thanked the engineers for checking on the flooding issue in the basement of the Police department. The records division is open for service from 8 am – 5 pm. Chief Martin will be addressing the issue of kids walking in the streets and invited citizens to visit the Police department. Chief Martin thanked Trustee Anderson for inviting him to participate in the Police Alliance Committee.

5b. Fire Department: Chief Stoffregen

The new fire engine is in service but still waiting for a few small tools. Chief Stoffregen clarified the dates the census volunteers will be at the Fire Station. Crete Township is offering HAZMAT classes at a minimal cost three weekends in a row; 8 firefighters will be attending.

5c. Public Works Department: Mr. Weller

DH Weller stated that with the winter thaw comes debris in the streets and clogged sewers. Village clean up and pothole patching will be ongoing. Storm sewer clean up will start on the north side of town. Sanitary sewer cleanup will also begin soon.

5d. Community Development Department: Ms. Jasinski

DH Jasinski stated that warning tickets are being issued for homes with Christmas lights displayed. All holidays light should be removed by March 31, 2010. The National Electrical Code states that all holiday lights should be removed within 90 days. Business licenses will be expiring on April 30, 2010. Property maintenance inspections should be completed by the end of April or mid May.

5e. Finance & Administration Department: Gonzalez & Associates, P.C. (interim) Gloria Gibson

Ms. Gibson is working with the staff to get an understanding of the flow of Village finances and is also working with the Chief of Staff and Village Treasurer to put things in perspective where the finances are currently and where the Village should be going.

5f. Emergency Services & Disaster Agency: Interim Director Mr. Darnall (absent)

5g. 9-1-1 Board: Deputy Chief Stoffregen – No report

5h. Human Relations Commission: Mrs. Sterrett

Mrs. Sterrett stated that she has volunteered on many committees over the years, namely, Housing Authority, Police Pension Board, Fire Pension Board and the Human Relations Commission. The Human Relation Commission was set up as part of Fair Housing Ordinance 6-14 in October 1986 and amended by ordinance 6-24 in February 1987. The Human Relations Commission was inactive for several years. Mrs. Sterrett asked the Board to reactivate that commission seven years ago. The Board activated the commission appointing Mrs. Sterrett as chair (she presently remains chair). Mrs. Sterrett turned in her keys to the building upon her retirement. With the upcoming meeting approaching, Mrs. Sterrett approached the Mayor for keys to gain access to the building. The Human Relations Commission is in the height of the busy season; several events are in the works. Mrs. Sterrett was told that someone will be present to give her access to the building but she is requesting keys to have access. Mayor Towers stated that he directed the Chief of Staff to hold off on giving the keys to her due to the fact that she was no longer employed by the Village. Mayor Towers stated that this is a personnel issue that will be addressed later. Mrs. Sterrett stated that her volunteering is not tied to her employment. Mayor Towers will notify Mrs. Sterrett what direction he will be taking with regards to the Human Relations Commission. Trustee Williams suggested that personnel be added to the agenda for the next committee meeting to discuss the matter.

5i. Police Alliance Committee: Trustee Anderson

Trustee Anderson stated that the Police Alliance Committee met today at 6 pm. Discussion took place regarding Sauk Village's participation in the National Night Out program. The committee members will provide flyers, write letters and approach local businesses. A Jonsing contest is proposed. Other activities will also involve prizes; a 38 inch digital TV has already been donated as a Grand Prize. Trustee Anderson stated that people are encouraged to join the Police Alliance Committee.

6. CONSENT AGENDA

There is no consent agenda.

7. ORDINANCES, RESOLUTIONS AND COMMUNICATIONS

7a. An Ordinance Approving the Agreement(s) for Basketball Referees

Mayor Towers asked for a motion to approve item 7a.

Trustee Burgess asked if these are individual agreements- individual contractors? In the past, there was a company contracted for this purpose. Trustee Benson stated that these agreements are for independent

contractors provided by an assigner from the Chicago Public Schools Association (at no cost) that he has used in the past. They will assign the certified independent contractors.

Trustee Hanks stated that past practice is that completed contracts are presented to the Board; the contracts that are submitted are blank. Trustee Benson stated that the contracts will be signed on each day of the game that a contractor attends. Trustee Burgess stated that, in the past, money was allocated for the referees and checks were written in advance to the corporation and given to Sandy to distribute. Trustee Burgess asked if checks will be made out to the referees each week. Trustee Benson stated that the referees will be paid in cash on the day of the games. Village Attorney Vasselli stated that the payment will be \$22.50 for A division games and \$24.50 for B division games for a total of 4 games a week for nine weeks. Trustee Burgess stated that there is no accountability with cash; VA Vasselli stated that receipts will be maintained. VA Vasselli stated that contracts can be signed by referees for the games this weekend and ratified at a later date. (If a referee does not attend a game- he will not be paid). Trustee Hanks stated that the amount of money paid to the referees is lower than the previous year and is included in the budget.

A motion to approve was made by Trustee Hanks and seconded by Trustee Anderson.

On roll call:

Ayes: Trustees Anderson, Benson, Burgess, Hanks, Myers and Williams

Nays: None

Motion carried.

7b. An Ordinance Approving an Agreement with a Caterer for Student Government Day

Mayor Towers asked for a motion to approve item 7b.

A motion to approve was made by Trustee Williams and seconded by Trustee Myers.

On roll call:

Ayes: Trustees Anderson, Benson, Burgess, Hanks, Myers and Williams

Nays: None

Motion carried.

8. NEW BUSINESS

8a. Accounts Payable & Disbursements

February 24, 2010 – March 9, 2010

November 24, 2009 – February 23, 2010

Mayor Towers asked for a motion to approve.

Trustee Hanks inquired about vendor #2863 for Don Morris Architects approximately \$2,000.00. DH Jasinski stated that was related to a Village inspection - the bill is appearing late.

Trustee Hanks also inquired about B&K Services in the amount of \$1,573.58. DH Weller stated that this bill relates to service on the large truck for Public Works.

Trustee Hanks stated that the new format is different and does not easily identify the department that the expense is for. COS Corley stated that money is in the bank to cover all of these payables with no exceptions and the format is a work in progress.

Trustee Williams asked if the checks have been prewritten prior to approval. COS Corley stated that no checks will be prewritten. Checks will be typed after Board approval and mailed on Thursday.

Trustee Williams inquired about the expense for car washes. The car washes are for the Police department- one coupon book for \$140.00 and \$98.00 one time charge where the dog was travelling in a car used to transport people.

Mayor Towers asked for a motion to approve the accounts payable as stated above.

Trustee Hanks made a motion to approve the accounts payable; Trustee Anderson seconded the motion.

Ayes: Anderson, Benson, Burgess, Hanks, Myers and Williams

Nays: None

Motion carried.

9. MISCELLANEOUS BUSINESS

9a. Questions and Comments from the Board of Trustees

Trustee Williams stated that letters were placed in the boxes of all department heads asking for assistance in transporting students on Student Government Day. Trustee Williams, Police, Fire, Code, ESDA and Public Works normally provide vehicles and personnel to pick the kids up from school and they are used to transport kids throughout the day touring the Village buildings. The kids are dropped off at home after school if they need a ride. The kids are responsible for their own transportation to return to the meeting at 6:15 pm for pictures and the Board meeting. Trustee Williams or Village Clerk Williams will pick up any kids that are unable to attend due to lack of transportation. Trustee Williams asked that all department heads contact her with the details of how many volunteers and vehicles each department will be providing.

Trustee Myers thanked the ESDA group for their help with a South Suburban Task group fire on Monday night.

Trustee Benson stated that the Parks & Rec committee thanked all of the supporters of the Basketball program:

Skyway Bowl – Chief of Staff Brunetta Hill- Corley, Learn as you Grow, Del Galdo Law Group, Sauk Village Firefighters Association, Sauk Village Police Department, Sauk Village Police Association, Trustee Benson and Attorney Vasselli, Mayor Lewis Towers, Board of Trustees- Anderson, Benson, Myers, Williams and Village Clerk Williams and Police Chief Martin. (Trustees Hanks and Burgess gave their contribution at this time.)

9b. Questions from the Audience

Rose Langston asked if background checks have been done on the referees. Trustee Benson stated that background checks were not needed; there is no major contact with the kids. Trustee Williams stated that they may have that as part of the program they are certified under. Trustee Benson agreed.

Ed Shankel asked what was done about the Village tree that was cut back in November by a contractor defacing Village property. Kevin Weller stated that the Police department made a report.

Ed stated that he felt that the Public Works department is butchering the trees around 220th Street West to East. Ed also stated that the employees should not be wearing earphones while operating a chipper; it is dangerous. Mayor Towers referred this to DH Weller.

DH Weller stated that this is normal practice to cut the trees back; when the leaves grow it will not appear so noticeable.

Dorothy Robinson asked who is responsible for cleaning the area between 394 and Sauk Trail; it looks terrible. DH Weller restated that post winter clean up will begin soon.

Dorothy stated that the apartments on Jeffrey look terrible also and asked who is responsible for cleaning the yards. Mayor Towers stated that is private property and with the snow melting there is a need for clean up everywhere. Trustee Hanks stated that every year there is a push with scouts, churches, Village employees and other volunteers to help clean up the Village. Trustee Hanks stated that the Community Development department will begin issuing tickets to the owners of those properties (there are new owners for the Jeffrey Apartments.) Trustee Anderson asked if enforcement is state mandated.

Ed Shankel stated that there should be an ordinance for lights on bikes- it has caused the death of three people (not in Sauk Village). Ed also asked for clarification on the shoplifting ordinance. Trustee Myers asked that Ed meet with the Police Chief regarding the lights on bikes issue and stated that he is continuing to work with the shoplifting ordinance.

Trustee Williams stated that if a Trustee has more than one committee then more than one report will be needed for Student Government Day.

10. ADJOURNMENT

Mayor Towers asked for a motion.

A motion to adjourn was made by Trustee Hanks and seconded by Trustee Williams.

On roll call:

Ayes: Trustees Anderson, Benson, Burgess, Hanks, Myers and Williams

Nays: None

Motion carried.

The meeting was adjourned at 8:25 PM.

Mayor Lewis Towers

Village Clerk Debra L. Williams