

**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, January 7, 2020, at 7:00 pm**

**CALL TO ORDER**

---

Mayor Burgess called the Committee of the Whole Meeting to order at 7:03 p.m.

On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in attendance: Police Chief Malcolm White, Adm. Chris Williams, Staff Planner Maggie Jarr.

**MOTION TO RECESS TO EXECUTIVE SESSION – MOVED TO THE END OF THE AGENDA**

---

**DISCUSSION ITEMS**

---

- US EPA Brownfields Assessment Grant and Revolving Loan Fund
  - Presentation by Cook County Department of Environment and Sustainability (Kevin Schnoes, Jessica Schumacher), Delta Institute (Jack Eskin), and Village Staff, Maggie Jarr
  - Ms. Schumacker provided an introduction of self and an overview of the program.
  - Mr. Eskin spoke on the process for involvement, criteria, and funding available. Sauk Village is one of three Villages in the Southland in consideration. The goal of the program is to promote Economic Development. He spoke on site selection and prioritization. Cook County awarded \$600,00.00 to identify the possibilities of land contamination. The project is 100% funded by the grant to reduce cost and liability to Villages. He discussed the benefits of the grant program and the Revolving Loan Fund.
  - Ms. Maggie Jarr spoke of how participation would benefit the Village in relationship to the Comprehension Plan.
    - Mayor Burgess questioned how long the grant process would be open. He was told that they were taking applications that day, and awards would be granted within two months. Mayor Burgess asked if private owners could utilize the funds, i.e., those in TIFF areas.
- An Ordinance Adopting Section 14-2 of the Village of Sauk Village Municipal Code Regarding Rental Inspections
  - Attorney Matt Byrne spoke to the Village being a non-home rule municipality. The ordinance puts title companies on notice of the program. In order to close

on a property, an inspection by the Village would be required and stating who would be responsible for each area. It outlines provisions when a buyer desires to conduct their own repairs; they must be done within 90 days. He discussed other tools that allow for the issuance of civil fines.

- Questions: Mayor Burgess asked if it was planned with the Community Development Department. Atty. Byrne stated that he worked with Housing. The ordinance is a new, not an amended ordinance.
  - Trustee Grant asked how the fees were derived? Atty. Byrne and Trustee Jasinski informed of common practices, that the fee was not to make a profit and that the \$75.00 is an administrative fee. Trustee Grant and Mayor Burgess asked to add language to that effect in the revised ordinances to include the administrative fee and that cost for additional inspections are borne by the property owner. Trustee Williams asked for clarification. Atty. Byrne agreed to make the adjustments.
  - Trustee Grant mentioned both ordinances and asked who the hearing officer would be.
  - Trustee Jasinski described the process by stating that the appeal would be made to the Village Clerk and then to the adjudicator. It was agreed that the required language would be added.
  - If changes are made by Friday, this one and the subsequent ordinance will both be on the agenda at the next Board Meeting for a vote.
- An Ordinance Adopting Section 14-1 of the Village of Sauk Village Municipal Code Regarding Single Family Home Inspections
    - Attorney Matt Byrne stated that the ordinance was the same policy when there is a change in occupancy and the recourse the Village would have for offenses. It helps to monitor properties within the Village and to ensure safety.
      - Trustee Todd asked about the recommended changes on the second copy. Dir. McCoy responded that she requested changes as she thought she would be a part of the process that was provided in November by Trustee Jasinski.
      - 
      - Mayor Burgess sent the ordinance back to the Ordinance Review Committee with the recommended changes for review as changes are minimal and can be made and voted upon. The ordinance was sent to the Atty. for the revisions, to be provided by Friday. Trustee Jasinski had no problem with the changes.
      - Other sections were reviewed. The new ordinance would be presented with recommended changes.
        - Section B fireplaces need to be added to single-family homes as well as sprinkler systems, heating, and fire suppression systems.
        - Additional changes were asked as related to tenants that should be removed.
        - The determination of whether a home is habitable was asked. It is vague and needs clarification. The Administrative Fees need editing.

This item would be on the agenda if the requested changes were made and brought forth by Friday.

- Village Administrator Chris Williams
  - Kane McKenna
    - Mary Thompson and Charles Durham reviewed the status of the bonds and provided an update. They distributed four abatement ordinances. The amount to be abated was next in the Series. They would be sent to the attorney and must be adopted by March. All are contiguous and are parity bonds.
      - Trustee Brewer asked who were clients in each TIF District and was informed that Kane McKenna would not have this information but was advised that 90% goes to DP Partners and 10% goes to the Village.
      - Trustee Brewer asked about the analysis and why regular reports and detailed reports for invoicing were not provided and was told reports are shared with those who requested them and cited that night's presentation was a sample of their involvement, but it would not be presented as a written invoice.
      - Trustee Williams asked when the last TIF Meeting was? The Clerk stated that it was in 2018.
  - Open Government Presentation
    - Speakers, Alex Martinis and Matt Cahill. They provided a slide presentation describing the facets of the cloud-based program that allows for greater view during the budget process. It allows for the data to be stream-lined to make better data-driven discussions to share with Trustees and residents. It provides for:
      - Departmental collaboration
      - Reporting financial and non-financials.
      - Monthly and annual expenses could be shared departmentally; matrixes can be reviewed internally to determine how things are being conducted.
      - Management reporting, performance, and integration would be tied in with CIVICS; thus, users can not manipulate data.
    - Trustee Grant asked about the five-year agreement and was told, the one-time fee has ranges and discussed the varying contingencies. The Trustee asked who would input the data? It is an internal issue.

- Trustee Brewer asked for a timeline to determine the feasibility of going with this system as opposed to the audit.
  - Mayor Burgess asked about payment options. The first-year expenses include set up and software. The Mayor asked who would make the entries and if there would be narratives, cost, and location of training.
  - The quote is available until March.
  - Trustee Brewer asked about the ability for day-to-day reports of actions done
  - Trustees asked to review another system prior to deciding.
- Gas N Wash - Lenny was not present, but the Mayor explained that they wanted to extend business hours on Sunday for the sale of alcohol, as discussed previously. If no comments, the Attorney would be asked to draft an amendment to the ordinance. Mayor Burgess asked if anyone had any comments. It was clarified that the amended ordinance would apply to any place with a liquor license. Trustees Williams and Bell were not in favor.
- Website Update
  - Administrator Williams stated he looked at other opportunities aside from Municode that had been presented to the Clerk and the VA. He brought back the concept and asked how to proceed. The Village Clerk responded to the reason the item was asked to be tabled as a result of Trustees asking to see additional options. The Mayor asked if he was presenting a new vendor. The Village Administrator was not presenting another but expressed willingness to do. Trustee Williams stated numerous updates needed before considering a new website and asked to see other companies. She offered her services.
  - Mayor Burgess stated more than quotes are needed, a point person is required. He and Trustee Williams will communicate.
  - The Village Administrator stated that he would bring back additional quotes.
  - Trustee Grant asked to have another look at SOCS and other companies. The VA will bring forth presentations for review.
- CMAP Memorandum of Understanding with Metropolitan Planning Council
  - Staff Planner, Maggie Jarr, presented the MOU for a partnership agreement, stating it was selected as a no-cost venture to the Village for water loss within the Village. Ms. Jarr will develop a resolution to present for Board Approval at the next Board Meeting.

- Police Chief Malcolm White presented an Interdepartmental Agreement between the Village and School Dist. 168 for hiring an officer. The document presented did not have figures. The Board stated that actual numbers were needed prior to commitment.
  - Trustee Bell and Williams asked if a resolution is required and asked to run through Legal and to remove WILL County. The Village Clerk stated that a resolution was needed. Trustee Williams asked if it was needed to be reviewed by the attorney and the Police and Fire Commission and was told that review by the Police and Fire Commission is not applicable but was presented to the attorney.
  
- Village Clerk Marva Campbell-Pruitt
  - Community Center Rental
    - The Village Clerk requested consideration to add a fifty-dollar fee for kitchen usage and new tables and chairs.
      - Trustee Brewer asked that separate line items be developed for both the Senior Center and the Community Center.
      - The Clerk was asked to present policies for both centers.
  - Community Center Space Allocations and Storage
    - The Village Clerk asked that usage of the Community Center for the Panera Bread Program to be reconsidered and moved to the Senior Center.
  - Recommendation for Review of Draft Journal of Proceedings and Meeting Materials
    - The Clerk proposed to present minutes at Committee Meetings. Trustees would have a week to review. Regarding meeting packet materials, she asked for materials by Friday so that Trustees will have enough time to review. She cited an instance where an ordinance was approved without Trustees' review of the actual document. She advised that if documents are not provided by Friday, the item would not be added to the agenda.
    - Trustee Brewer asked if the documents could be sent via e-mail? She was reminded that the process must be consistent with all Trustees
    - Trustee Williams stated that meeting packets should be presented early for the Trustee's review.
  
  - Request for Reviewal and Amendment of the Municipal Code for the Village Clerk's Duties and Responsibilities
    - The Clerk asked for an Ordinance to be drafted or amended to encapsulate the actual duties of the clerk and to remove instances relative to the collection of funds and all others to be determined as not applicable.
    - Trustee Jasinski mentioned that there were several instances incorrectly outlining the Clerk's responsibility

- Mayor Burgess
  - A Resolution to Establish the 2020 Dates and Times of Official Meetings of the Sauk Village Corporate Authorities. Hearing no opposition, he stated that some meetings would be canceled if the need is not there. He stated that it would be on the next Board Meeting agenda for Adoption. Trustees questioned two dates already excluded and were provided justification. Trustee Williams stated that she preferred December 22<sup>nd</sup>.
  
- Trustee Todd
  - An Ordinance Amending the Salary of the Village of Sauk Village Treasurer and Requirement for Surety Bond
    - Trustee Todd explained the ordinance and added the language for the surety bond. Section 3 was the only item added. Trustee Grant stated that Two million was a fair amount. Trustee Williams asked to table until Mr. Finch can weigh in on the amount.
  
- Trustee Rodrick Grant
  - Discussion of Village Vehicle Take Home Policy.
    - Trustee Grant led the discussion of this practice and asked where the liability was when take-home cars are approved. He suggested that the policy should add a page attesting to the agreement already established or being established.
    - Trustee Williams spoke of the taxing piece and those who were exempt.
    - Trustee Todd asked who would be responsible during accidents, and the language should stipulate the reporting system.
    - Trustee Brewer asked about monitoring mileage and Trustee Todd asked about drug testing when there is an accident.
  
- Other Updates Requested
  - Trustee Williams stated that she had put most in writing and asked for feedback.
  - She asked for her committee to be ad hoc for the newsletter, website development
  - The employment notice for the Finance Director, Parks and Recreation Director and any other open employment positions should be posted to the website
  - Messages can be included in the Water billing.
  - She is seeking greater information on Code Red
  - Who is responding to FOIA Requests? The Villae Manager  
Trustee Williams asked for feedback.

**PUBLIC COMMENT**

- J. Cast spoke to no transparency. ordinance compliance, transparency, Falco, and Code Red.
- P. Couch spoke of two incidents requiring a K-Nine unit; a lack of transparency, and the need for microphones.
- F. Williams asked about accessibility in homes; Lack of communication between police and trustees; food safety in the Community Center, and the length of meetings.

Mayor Burgess' Responses

- The Treasurer gives a monthly report of all funds and the available funds in each. Monies have not been touched.
- Scanners are acceptable. Transparency and asking questions shows that you care.
- A new canine unit is being considered. A dog will not stop criminal intent.
- Water bills continue to be worked on to ensure equitable payment.
- The Police Chief provided information on the health issues of Falco.
- Rental Properties should be handicapped accessible.
- Foods should not be contention at the center.

**MOTION TO RECESS TO EXECUTIVE SESSION**

Trustee Todd moved and Trustee Williams seconded a motion to recess to executive session at 10:36 p.m. to discuss personnel matters and litigation.

The meeting reconvened at 10:45 p.m.

---

**ADJOURNMENT**

---

Trustee Bell moved and Trustee Brewer seconded a motion to adjourn at 10:45 p.m. The motion was approved by common consent.

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

# Journal of Proceedings

With Revisions

## Regular Board Meeting of the Corporate Authorities Village of Sauk Village

SAUK VILLAGE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS

Tuesday, January 14, 2020  
7:00 PM

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:**

Chief Stephen Barrett	Chief Malcolm White	Treasurer/Interim Finance
Eng. Jim Czarnik	Director Tonya McCoy	Director Anthony Finch
	Director Kevin Weller	Director Allen Vavrik

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

### Public Attendees:

#### MOTION TO RECESS TO EXECUTIVE SESSION

Trustee Todd called for a motion to recess to Executive (Closed) Session for the Discussion of Pending Litigation Trustee Bell seconded the motion at 7:01 p.m.

#### Upon Roll Call, the following voted:

Ayes: Trustees Brewer, Carter, Grant, Jasinski, Todd, Williams

Nays: None

## **Motion Carried**

### **MOTION TO RECONVENE REGULAR BOARD MEETING**

Mayor Burgess called to reconvene the Regular Board Meeting at 7:36 p.m.

Trustee Bell moved, and Trustee Brewer seconded.

On Roll Call, the following responded

Present: Trustees: Bell, Brewer, Grant, Jasinski, Todd, Williams

Absent: None

#### **4. APPROVAL OF MINUTES**

- a) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of October 22, 2019, with recommended edits if needed

Trustee Grant moved, and Trustee Todd seconded.

On Roll Call:

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Brewer

**Motion Carried**

- b) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of November 5, 2019, with recommended edits if needed

Trustee Todd moved, and Trustee Jasinski seconded.

On Roll Call:

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Brewer

**Motion Carried**

- c) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of November 19, 2019, with recommended edits if needed

Trustee Todd moved, and Trustee Bell seconded

On Roll Call:

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Brewer

## **Motion Carried**

- d) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 26, 2019, with recommended edits if needed.

Trustee Todd moved, and Trustee Bell seconded.

On Roll Call:

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Brewer

## **Motion Carried**

- e) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of December 3, 2019, with recommended edits if needed

Trustee Bell moved, and Trustee Todd seconded.

On Roll Call:

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Brewer

## **Motion Carried**

## **5) PUBLIC COMMENT**

- T. Joseph of Main Street stated that trustees had not honored the oaths of office and the tenets of FOIA relative to inspectors and investors
- D Sapp asked for an explanation for how the two ordinances protect the homeowners
- T. Jones spoke to the Census Meetings that no Trustee has attended.
- L. Sapp spoke on ordinances and representation by the Trustees and fair representation of homeowners.
- J. Cast stated her words misrepresented in the minutes.
- B Stearns commented on not being able to hear; the need for mics; ESDA Volunteers; Resource Table with Materials is nice; and complimented Dir. McCoy and the Fire chief.
- A. Coleman spoke of the proper use of mics.
- F. Williams asked about the Town Hall Meeting and asked for patience with misstated language

Mayor Burgess' Remarks

He could not comment on the first comment as the matter is in litigation.

The ordinances in question for homeowners and rentals are self-explanatory.

He understood them being upset because of a lack of support for the 2020 Census. Redistricting may cause a loss of legislators.

Ordinances are for all residents. Should not separate by owner or renter.

He apologized about the resident being upset with what was in the minutes. He advised that residents must be respectful if they desire respect.

Mics must be looked at during the next budget session.

The ESDA Director had been asking for assistance, and it is almost like volunteering.

## **6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess
  - i. Announced the Town Hall Meeting
- b. Village Clerk – Ms. Marva Campbell-Pruitt
  - i. SEI FILERS must submit their personal contact information for the Cook County Clerk's Office.
  - ii. OMA Training and Certificate advised that Trustees sworn into office in May must complete the training and file the certificate in the Clerk's office
  - iii. CENSUS APPLICATION is available, and employees are sought.
  - iv. GENERAL ELECTION FORUM (correction) The Primary Forum for candidates was announced.
  - v. FURNITURE FOR THE COMMUNITY CENTER - New tables and chairs were requested and awaits approval by the Trustees.
  - vi. Resolutions and Ordinances were discussed stating that the actual documents must be present in order to vote upon them. She appealed to the Board to follow the policies and procedures already established.
- c. Village Engineer – Mr. Jim Czarnik
  - i. Provided updates on the progress of projects. The report will be filed with certified minutes
- d. VA Williams
  - i. Stated that he had sent a memo to the Trustees regarding initiatives and outstanding debt.
- e. Treasurer's Report – Mr. Anthony Finch provided the cash balances in each account and reported that the Village has \$13,000.00 in the Reserve Account from interest.

- i. Trustee Williams asked about \$516,000 unpaid bills on the Aging Report.
- ii. Trustee Williams asked about the Retro pay under the Union Contracts and pay. It was agreed that the new pay was scheduled to be paid at the end of January. They filed a grievance that day, and Retro Pay had to be paid within 90 days. That 90-day period had not been met.
- iii. Trustee Grant asked that the Aging report be reviewed the following day as the numbers would substantially decrease as some were already paid and others were up to be paid that night.
- iv. Trustee Bell asked about the parking lot payment as the payment was not approved by the Board. Dir. Finch stated it was paid three months ago. Anthony Finch signed the check. It was a line item. It was countered that Trustees stated that the check should not have been paid, as it was removed from the Accounts Payable, awaiting a copy of the contract and warranty. Dir. Finch stated that Public works not able to do the job, and the warranty was never considered.
- v. Trustee Brewer stated that by code, all expenses must be approved by Trustees. If trustees state not to pay, their decision should not be overruled. Atty. McGrath stated it was a separate issue. Trustees should approve an expense, and he would put together a memo as if work was completed, the Village is responsible for the bills or could be sued, which would impact the audit findings. There is a remedy against a contractor whose work was not satisfactory. But, if the work is completed, they must approve the payment. Treasurer Finch discussed the process.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Interim Director Anthony Finch presented Payroll and Accounts Payable for approval for a total of \$585,283.90. The figures on the report Trustees had was different. The difference is for the annual payment for the three vehicles purchased.
  - i. Trustee Brewer asked about the 2019 Finance Department Task List. It was decided that it would be on the Community of the Whole agenda for discussion.
- b. Fire Department - Chief Stephen Barrett reported 51 calls for service. He reported substantial changes at the fire station. They have painted, secured new computers and a new kitchen set. He invited everyone to visit the station. He stated that morale had approved. The report will be filed with certified minutes.
- c. Police Department - Chief Malcolm White reported that the Department responded to 1135 calls for service and made 4 arrests. Walmart donated 4000 rounds of ammunition to Sauk Village. He announced Chat with the Chief on the

third Thursday, and that the topic would be the State laws concerning cannabis. The report will be filed with certified minutes.

- d. Emergency Management Agency - Director Allen Vavrik provided an annual report for 2019. The report will be filed with the certified minutes.
- e. Public Works – Director Kevin Weller reported on repairs made by the department and tree removal, light poles repair/replacement, a manhole repair, and other items. He asked residents not to pile leaves in the street. These and all updates will be filed with certified minutes. Trustee Grant asked about the task lists and how did the shut-off list for homes increase in such a short period. Dir. Weller must research.
- f. Community Development - Director Tonya McCoy reported that 43 tickets were issued, nine permits were requested, and six applications made for re-occupancy. She spoke on the Carol and Peterson Beautification Program to address the vacant and abandoned properties.

#### **8) REPORTS OF TRUSTEES, STANDING COMMITTEES AND COMMENTS**

- a. Public Safety Committee – Trustee Gary Bell
  - i. Announced the January 22<sup>nd</sup> meeting at 1 p.m. He wishes to revisit the lateral hiring in the police department in the next Executive Session
  - ii. He commented that homeowners and renters make up the entire town. It all must be addressed.
- b. Public Services Committee - Trustee Bernice Brewer
  - i. Reported that she had spoken with Maggie Jarr concerning Brownfield Area that may be a hazard.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant
  - i. Stated that the Policy and Procedure would be up for discussion at the next Committee Meeting.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski
  - i. Stated that false information on the inspections ordinances and resolutions are on social media.
  - ii. She asked why trustees were not notified when a new business have their ribbon cuttings.
  - iii. She asked about questions submitted in November but not answered. The Mayor will revisit them the next day after checking with the Departments who were tasked with responding.
- e. Ordinance Review Committee - Trustee Linda L. Todd
  - i. Reported that there were no ordinances before them. The surety bond would be presented.

- ii. The Hiring and spending freeze ordinances were presented, but she never got the responses from the Trustees. She asked for feedback so that they can be placed on the agenda for next week.
  - 1. Trustee Todd commented about the need for mics. Mayor Burgess stated that mics and a system need upgrading.
- f. Public Events – Trustee Debra Williams
  - i. Reported that the Blood Drive was a success. There are 3-4 more planned for the remainder of the year.
  - ii. The 2020 calendar will be reviewed at the next meeting and asked for entries.
  - iii. Announced the next meeting for January 27<sup>th</sup>

Comments

- Trustee Williams made comments and read many statements.
- She Confirmed that \$813,000.00 is in the Reserve Account inclusive of \$13,000.00 in interest
- Mics are essential and should not wait for the next budget and asked for the cost of the update.
- Her involvement with the Census
- Tabled minutes
- The Website
- There were many other comments, not captured.

The meeting declined into unrest. There were Point of Orders cited and Out of Order commands made, but not accepted

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Council – Arnold Coleman announced the next Advisory Meeting, Breakfast and Bingo, Cards night and other New events. The report will be filed with certified minutes

**10) UNFINISHED BUSINESS - NONE**

**11) NEW BUSINESS**

**a. CONSENT AGENDA**

**MOTION TO APPROVE THE FOLLOWING RESOLUTIONS AND ORDINANCES:**

As six of the eight items were asked to be removed from the Consent Agenda, they were all be voted on individually.

- 1) A Resolution to Establish the 2020 Dates and Times for Official Meetings of the Sauk Village Corporate Authorities.

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call:**

Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- 2) A Resolution Authorizing the Village of Sauk Village to Enter into A Memorandum of Understanding with Metropolitan Planning Council for Drinking Water 1-2-3 Academy Technical Assistance

Trustee Grant moved, and Trustee Bell seconded.

**On Roll Call:**

Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- 3) A Resolution Authorizing the Village of Sauk Village to Enter into An Intergovernmental Agreement with the Community Consolidated School District 168 for the School Resource Officer(s)

Trustee Grant moved, and Trustee Todd seconded.

Trustee Williams asked if it had been presented to the school district.

**On Roll Call:**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- 4) An Ordinance Adopting Section 14-1 of the Village of Sauk Village Municipal Code Regarding Single Family Home Inspections

Trustee Todd moved, and Trustee Jasinski seconded.

**Comments**

- Trustee Grant inquired about the hiring process and why the ordinance
- Trustee Jasinski responded that it was to increase administrative fees and add the appeal process. The current was not codified, and the Atty. suggested that it be updated.

- Trustee Grant stated that we could use anyone to complete inspection without licensing, but only two are authorized and he asked for clarity on the term habitable and was told that it is based on the standards

**On Roll Call:**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

- 5) An Ordinance Adopting Section 14-2 of the Village of Sauk Village Municipal Code Regarding Rental Inspections.

Trustee Bell moved, and Trustee Jasinski seconded.

Comments

- Trustee Grant asked who the Building Code Official was. It is the Community Development Director; as we are Non-Home rule, we cannot force inspections. The areas for inspection are not listed. It does not use the same language as in the one for the homes' inspection. The Atty. stated that they would include the same language.
- Trustee Bell asked if the property had to be approved each time there was a rental. Not if it is within 45 days.

The ordinance was voted on with the knowledge that the language would be changed within the week.

**On Roll Call:**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

- 6) An Ordinance Abating Taxes for General Obligation Tax Increment General Obligation Capital Appreciation Bonds (Tax Increment Alternate Revenue Sources), Series 2002B, of the Village of Sauk Village Cook County, Illinois.

Trustee Bell moved, and Trustee Todd seconded.

**On Roll Call:**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

**Comment**

Trustee Brewer stated that information is not forthcoming with Kane McKenna for this and the next two is being considered without the needed information

Trustee Grant moved, and Trustee Bell seconded.

## Comment

See 11 a-6 above

**On Roll Call:**

Ayes: Trustees Bell, Grant Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

- 7) An Ordinance Abating Taxes for General Obligation Tax Increment General Obligation Capital Appreciation Bonds (Tax Increment Alternate Revenue Sources), Series 2019A, of the Village of Sauk Village Cook County, Illinois.

Trustee Bell moved, and Trustee seconded.

## Comment

See 11 a-6 above

**On Roll Call:**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

- 8) An Ordinance Abating Taxes for General Obligation Tax Increment General Obligation Capital Appreciation Bonds (Tax Increment Alternate Revenue Sources), Series 2019B, of the Village of Sauk Village Cook County, Illinois. An Ordinance Abating Taxes for General Obligation Tax Increment General Obligation Capital Appreciation Bonds (Tax Increment Alternate Revenue Sources), Series 2019C of the Village of Sauk Village Cook County, Illinois.

Trustee Bell moved, and Trustee Williams seconded.

## Comment

See comments in 11a -6

**On Roll Call:**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None  
Abstain: Trustee Brewer

**Motion Carried**

- b. Motion to Approve the Village of Sauk Village Vehicle Take Home Policy

Trustee Bell moved, and Trustee Grant seconded

On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve the Accounts Payable and Disbursements Dated January 14, 2020, for \$585,283.90.

Trustee Grant moved, and Trustee Bell seconded

Comment:

The bottom line was changed

Trustee Williams stated that she wanted to see the revised document.

Refunds for the gaming was missing.

On Roll Call

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

**12) ADJOURNMENT**

Having completed the business of the day, Trustee Bell moved, and Trustee Brewer seconded a motion to adjourn at 10:00 p.m.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, January 21, 2020, at 7:00 pm**

**CALL TO ORDER**

- Roll Call

Mayor Burgess called the Committee of the Whole Meeting to order at 7:00 p.m.

On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in attendance: Interim Director Anthony Finch, Police Chief Malcolm White, Staff Planner Maggie Jarr.

---

**MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion at 7:02 to recess to Executive Board Closed Session to discuss personnel matters.

Trustee Bell moved, and Trustee Jasinski seconded. The vote was unanimous.

**MOTION TO RECONVENE**

The meeting was reconvened at 7:55

---

**PRESENTATIONS OF ITEMS FOR DISCUSSION OR RECOMMENDED BEING PLACED ON THE AGENDA FOR ACTION AT THE NEXT REGULARLY SCHEDULED VILLAGE BOARD MEETING**

---

- Village Planner Ms. Maggie Jarr provided the following presentations:
  - Presentation of funding on the implementation strategy for the Sauk Trail/223<sup>rd</sup> Street Multi-use Path Project. She provided the project description, the current status, schedule for future funding, and recommendations. She suggested that a consolidated preliminary engineering study be conducted. Cook County agreed to be lead on the project and provide funds for Phase One. Other recommendations:
    - Pursue external funding
    - Identify a project manager to execute the programs for the future
    - On-going communication and inclusion of the Finance Director
    - Engage key stakeholders and partners on an ongoing basis

Mayor Burgess asked for the estimated costs for inclusion in next year's budget and was told the Village would not incur costs for the study for Phase I. After the study, funding and local match needs would be identified.

- Interim Director Anthony Finch addressed:
  - Budget Concerns
    - Distributed the Budget to Actual Report as of December 2019. He did not present documentation of some items that cause the overage of more than 75%, but he went through each fund and identified those who had gone over the anticipated budget by more than 75%
    - Revenue and percentage realized to date
    - Distributed, but did not discuss a 2019 Finance Department Task List
    - Status of Audit- distributed documents that illustrated items required and needing preparation. The activities should be readied prior to when the auditors come on-site.
  - IMRF for Part-time Employees they are finalizing the audit. If a part-time employee's hours are anticipated to work 1000 hours annually, they are entitled to IMRF. This must be anticipated during budget development.
  - Retro Pay- is being worked on. It was anticipated that it would be paid at the end of January.
    - Questions/Comment
      - On the Surety Bond provided by the Treasurer
      - Oslad Grant status
      - The \$250,000.00 transfer for Bond Payment. The question was specific to funds from the water payment and where were the supporting documents
      - How to review the Amalgamated Bank Statements
      - Line Item for the Reserve Funds
      - Fire Hydrants in need of repair
      - Bank Reconciliations
      - ADP reporting errors with W-2 reports, Review termination with ADP
      - Vendor contracts where duplicated services are being billed
- Police Chief Malcolm White discussed:
  - Future Police and Fire Pension Payments would appear on Accounts Payable in February
  - Lateral Transfers in the Police Department

- Correspondence with Attorney McGrath revealed that the Police and Fire Board had to have input on the Ordinance for a couple of amendments. The Ordinance must be rescinded as the Ordinance does not meet state statute. It is scheduled to be re-drafted and resubmitted. It was agreed that it would go to the Ordinance Review Committee and the Police and Fire Pension Board. This item would be placed on the Next Board agenda to rescind the Ordinance.
- Trustee Rodrick Grant presented:
  - A Finance Policy and Procedure and asked that major questions should be sent to him by that Friday.
    - Questions/Comments of Trustees:
      - Where did the document derive? Varying municipalities.
      - The Village is not home rule.
      - The document does not entertain the Trustees concerning financial matters.
      - Who is the Budget Officer? Finance Director
      - Does the Village have an appeal system?
      - The Bid Process
      - Who has the authority to determine specific costs?
      - Asked for an opinion from the attorney concerning the statute
      - Trustee Grant concluded that the document gives a plan and procedure. It takes nothing away from the Board. He asked that subsequent concerns be shared with him. The document serves to provide accountability to those responsible
- Clerk Marva Campbell-Pruitt addressed:
  - A proposed review of procedures for minutes stating that draft minutes would be presented at Committee Meetings for review and input prior to a vote for adoption at a subsequent Board Meeting.
  - An update on CodeRed was provided
  - The U.S. Census Update was presented

Trustee Linda Todd Discussion:

- Ordinance Amending the Salary of the Treasurer and Requirement for Surety Bond
  - Trustee Todd asked about the amount for the Surety Bond. It was recommended for the amount be \$50,000.00 This item would be placed on the Next Board agenda for adoption

- Ordinance Declaring a Village-Wide Spending Freeze
  - She had asked for feedback but had not received input. She made the appeal that suggestions and concerns be provided.
  - The Ordinance does not affect an item already in the budget.
- An Ordinance Declaring a Village-Wide Hiring Freeze
  - This item was placed on hold

**PUBLIC COMMENT**

J. Cast discussed expenditures of the Village, and the continuation of the Community Director, her title, and responsibilities.

P. Couch read concerns on the number of meetings held and committee members for the Finance Committee; fire hydrants, reconciled bank accounts; police grant for vests; vendor contracts; the parking lot, and the website.

F. Williams spoke on the foundation of six trustees and a Mayor; Board Members could do better and insist that requested items are completed.

**Mayor Burgess' Comments**

- Does not discuss personnel at an open meeting
- Department is Community Development has a lot to do with housing and water issues, and it has always been.
- The formal questions and answers were placed out but, the individual questions are from varying departments
- Committee composition and how often they meet are determined by Trustees. That information can be provided in writing
- The ball was dropped on the vest grant was not sought
- Parking Lot contract should be available
- The website is getting up to par. IT had been asked to update. Will need to go another route

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

Trustee Bell announced his meeting the next day. Trustee's offer to assist with the website.

Trustee Jasinski had no comment.

Trustee Brewer provided information on 338 vacant homes as of that date. Public Works was asked to provide a Qtrly Report. It is upcoming. Water main breaks and fire hydrants

\$943,000.00 for hydrants had not been received. Hydrants would be repaired when the funds are available.

Trustee Todd commented on the website, and the Trustee offered to assist. She is willing to assist.

Trustee Williams asked if the Finance Committee had reviewed the procedures; she has the SOC contract. They were responsible for web hosting. She is available to update the site.

Mayor Burgess stated that he had spoken with Legislators, and they are seeking bond funding to distribute funds throughout the villages; the Mayor's office door is open, he invited individuals to come to his office.

Unrest prevailed and Trustee Williams and Brewer left before the meeting adjourned.

**ADJOURNMENT**

---

Mayor Burgess called for a motion to adjourn at 10:26 p.m.

Trustee Bell moved, and Trustee Todd seconded. The meeting adjourned by common consent.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Journal of Proceedings**  
**SAUK VILLAGE MUNICIPAL CENTER**  
**21801 TORRENCE AVENUE**  
**SAUK VILLAGE, ILLINOIS**

revised

**Regular Board Meeting**  
**of**  
**the Corporate Authorities**  
**Village of Sauk Village**

**Tuesday, January 28, 2020**  
**7:00 PM**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:**

Chief Stephen Barrett	Chief Malcolm White	Treasurer/Interim Finance
Eng. Jim Czarnik	Director Tonya McCoy	Director Anthony Finch
Administrator Chris Williams	Director Kevin Weller	Director Allen Vavrik

**Others in Attendance:**  
Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**3) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion to recess to Executive Closed Session for the Discussion of Personnel Matters, Update of Pending Litigation, Employment, Review Minutes and Collective Bargaining

Trustee Grant moved. There was no second. The Motion failed.

Trustee Bell moved, and Trustee Todd seconded a motion to suspend the rules to amend the agenda with regards to the placement of the Recess to Executive Session and the Reconvening of the meeting to Agenda Items 12 and 13

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustees Grant

**Motion Carried**

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Regular Board Meeting of November 12, 2019, with recommended edits.

Trustee Grant moved, and Trustee Jasinski seconded

Trustee Todd stated that the minutes were not written in accordance with the agenda.

**On Roll Call**

Ayes: Trustees Grant, Jasinski, Todd

Nays: Trustees Bell, Brewer Williams

Mayor Burgess voted Aye to break the Tie

**Motion Carried**

**5) PUBLIC COMMENT**

- P. Couch requested to provide commendations to Falco; gaps of minutes on the website
- H. Parker questioned the officer at the Committee Meeting; Trustee’s comments
- J. Cast stated that Trustees are a voice for residents; forensic audit

**Mayor Burgess’ Responses**

Minutes- He would ensure that the minutes would be posted on time

Officer attended meetings because of altercations at previous meetings

Trustees speak during their report period, which includes their comments, as stated on the agenda. He would correct misinformation as presented

Trustees speak with staff for information on a regular basis

The forensic audit was not in the budget

## **6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Presented the Village of Sauk Village State of the Village Report. The report will be filed with the certified minutes.
- b. Village Clerk – Ms. Marva Campbell-Pruitt
  - i. Announced a Candidates Forum for February 26<sup>th</sup> at 6:00 p.m.
  - ii. Presented the Republic Residential Waste Services Schedule
  - iii. Presented the 2020 Dates and Times for regular meetings as approved by Resolution at the January 14<sup>th</sup> meeting.
- c. Village Administrator – Mr. Chris Williams had no report
- d. Village Engineer – Mr. Jim Czarnik:
  - i. Prepared the required Stormwater Compliance letter for IEPA. He asked for a Public Hearing to present the accomplishments to meet the needed requirements.
- e. Treasurer's Report – Mr. Anthony Finch
  - i. Did not present a written report but read a report outlining the fund balances. The report was requested for filing.
- f. Attorney McGrath had information to present during the Executive Session.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Interim Director Anthony Finch:
  - i. Read the Payroll and Accounts Payable to be voted on under the New Business agenda item.
- b. Fire Department - Chief Stephen Barrett:
  - i. Reported fourteen calls for service and that there were no major incidents.
  - ii. Mentioned a new alert service system to reduce false alarms
  - iii. Announced that Mr. Fuoss was sworn in as a new officer by the Village Clerk, and there are nineteen officers on the current roster
  - iv. Announced improvements to the fire station
  - v. Announced the Golf Outing
- c. Police Department - Chief Malcolm White:
  - i. Reported 407 calls for service and twenty (20) arrests.
  - ii. Presented a Proclamation in Honor of Retired Canine Officer "Falko"
    - 1. Residents presented gifts and commendations
- d. Emergency Management Agency - Director Allen Vavrik:
  - i. Reported six (6) calls of service.
  - ii. He read a report that will be filed with the certified minutes
- e. Public Works – Director Kevin Weller:
  - i. Provided updates on projects, service calls, activities, and accomplishments of that department. The total report will be filed with the certified minutes.

- f. Community Development - Director Tonya McCoy
  - i. Presented plans to implement strategies for abandoned and vacant properties in Spring 2020.

## **8) REPORTS OF TRUSTEES, STANDING COMMITTEES AND COMMENTS**

- a. Public Safety Committee – Trustee Gary Bell:
  - i. Reported that the committee would meet 2/18 in the Rotunda.
  - ii. Reported that he had been working with Maggie for a generator and that he and Chief Barret had been working with IDNR for a free generator

Comment: He commended Chief Barret for the work completed.

- b. Public Services Committee - Trustee Bernice Brewer:
  - i. Announced twenty water main breaks; four additional hydrants need repair.
  - ii. Provided clarity to remarks from the previous meeting regarding funding for fire hydrants.

- c. Budget & Finance Committee - Trustee Rodrick R. Grant:
  - i. He asked Mr. Finch to begin working on the budget.
  - ii. He asked to have comments on the Policy and Procedures by Friday so they could be discussed at the next Committee Meeting.

- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski:
  - i. Reported that the Committee did not meet. They plan to meet on 2/19/2020.

Comment: She had not received any answers to questions posed in November.

- e. Ordinance Review Committee - Trustee Linda L. Todd:
  - i. Reported that the committee was planning to meet on 2/10/2020 at 6 p.m. She asked trustees about their comments on the spending and hiring freeze ordinance.

- f. Public Events – Trustee Debra Williams:
  - i. Announced Valentines for Veterans Project
  - ii. Presented the Proposed 2020 Calendar.

Comments: She plans to be at Village Hall on Tuesdays going forth. She asked that residents visit or call her concerning the Village business.

## **9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Council – Chairman, Emmett Farmer provided a written report to be filed with certified minutes.
  - i. He announced the Senior Advisory Committee meeting on 2/13/2020 at 5:00
  - ii. Will host first Membership Drive.
  - iii. Announced that Silver Sneakers is developing exercise classes
  - iv. Announced Breakfast and Bingo and other activities forthcoming

## **10) UNFINISHED BUSINESS**

- a. There was no unfinished business

#### **11) NEW BUSINESS**

Mayor Burgess asked for the following motions:

- a. Ordinance Amending the Salary of the Treasurer and Requirement for Surety Bond

Trustee Bell moved, and Trustee Jasinski seconded

#### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

#### **Motion Carried**

- b. Motion to Approve the Accounts Payable and Disbursements Dated January 28, 2020, for \$437,640.58.

Trustee Bell moved, and Trustee Jasinski seconded

Comment:

Trustee Brewer stated that the Payroll staff was doing a fine job. She provided reminders to Dept. Heads to sign off on invoices.

#### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

#### **Motion Carried**

#### **12) MOTION TO RECESS TO EXECUTIVE SESSION**

- a. Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS) 120/2 (c) (2017)

Trustee Bell moved, and Trustee Jasinski seconded

#### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

#### **Motion Carried**

#### **13) MOTION TO RECONVENE REGULAR BOARD WITH ACTION**

Mayor Burgess asked for the following motions:

- a. Motion to Release Certain Previously Approved Executive Board Minutes as Stipulated dated:

11/13/2018  
5/1/ 2018  
10/10/2017  
12/5/2017  
6/5/2018  
11/14/2017

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Continue to Hold Previously Approved Executive Board Minutes as Stipulated, dated:

6/6/2017  
4/9/2019  
9/12/2017  
5/28/2019

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**14) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess asked for a motion to adjourn at 10:06 p.m.

Trustee Williams moved, and Trustee Brewer seconded. The motion carried by common consent.

/s/ Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt Village Clerk



**Journal of Proceedings**  
**SPECIAL MEETING**  
**OF THE VILLAGE OF SAUK VILLAGE**  
**Board Meeting of the Corporate Authorities**

**Tuesday, February 4, 2020**  
**6:30 p.m.**  
Sauk Village Municipal Center  
21801 Torrence Avenue  
Sauk Village, Illinois 60411  
(708) 758-3330

**CALL TO ORDER:** Mayor Derrick Burgess called the Special Meeting of the Corporate Authorities to order at 6:30 p.m. in accordance with the Illinois Open Meetings Act.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams  
Absent: None

Mayor Burgess called for two motions:

- a. To approve a Settlement Agreement between Natalia Cuellar, et al. v. Sauk Village for \$7,500.00.

Trustee Todd moved, and Trustee Jasinski seconded.

On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. To approve a Settlement Agreement between Bernice Brewer and The Village of Sauk Village (the "Village"), Mayor Derrick Burgess ("Mayor"), and Derrick Burgess, personally ("Burgess") for \$4,500 for Attorney Fees and \$400.00 to Bernice Brewer for filing fees.

Trustee Bell moved, and Trustee Williams seconded.

On Roll Call

Ayes: Trustees Bell, Jasinski, Todd, Williams

Nays: Trustee Grant

Abstain: Trustee Brewer

**Motion Carried**

**Public Comment**

Mr. Pondexter asked about the settlement agreement and clarification of a word on the agenda.

J. Cast commented on the settlement between Brewer and filing fees.

**Mayor Burgess' Responses**

A collective lawsuit against 13 municipalities for wrongful arrest was brought by the individual. The \$7500.00 is the amount charged the Village as one of our officers was involved as the chase traveled through the Village.

The lawsuit brought against Trustee Brewer was a comment, not a question.

**Adjournment**

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 6:37 p.m.

Trustee Williams moved, and Trustee Bell seconded.

The motion carried by common consent

---

---

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

JOURNAL OF PROCEEDINGS  
Regular Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village

SAUK VILLAGE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS  
Tuesday, February 11, 2020  
7:00 p.m.

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Todd, Williams  
Absent: Trustee Jasinski with notice

**Staff Present:** Eng. Jim Czarnik Chief Malcolm White Treasurer/Interim Finance  
Administrator Chris Williams Chief Stephen Barrett Director Anthony Finch  
Director Allen Vavrik (Had to leave)

**Others in Attendance:** Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2. MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess asked for a motion for the Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS) 120/2 (c) (2017) at 7:02 p.m.

Trustee Brewer moved, and Trustee Todd seconded. The Roll Call vote was unanimous.

**3. MOTION TO RECONVENE REGULAR BOARD**

Trustee Bell moved, and Trustee Brewer seconded to reconvene the meeting at 8:44 p.m. The Roll Call vote was unanimous.

**4. APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Regular Board Meeting of December 10, 2019, with recommended edits as needed.

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustee Bell, Grant, Williams  
Nay: Trustee Brewer  
Absent: Trustee Jasinski  
Abstain: Trustee Todd

**The Motion Carried**

**5. PUBLIC COMMENT**

- A. Coleman spoke of streetlamps in need of repair on Jeffery.
- P. Couch asked how to get free water and garbage and mentioned the pit bull on her porch.
- J. Cast addressed the following: safety issues and handicapped accessibility, the Forensic Audit, agenda items for two ordinances.
- J. Hinkle spoke of the length of Executive Board Meetings, City tickets, and speeders.
- R. Myrick commented on drivers turning left out of the car wash on 394.

**Mayor Burgess’ Responses**

- Stated that the Board is in session to conduct business. Executive Board Meetings can be lengthy. Though the expectation was for a short session, it lasted longer.
- Lights were addressed with the Village Administrator and Public Works. He hoped to give an update at the next meeting.
- Information about the neighbor without water accounts was excessive. Pitbull was addressed with Police Chief. Handicapped Accessible doors would be researched.
- A Forensic Audit must be decided upon by the Board, and Personnel matters are not discussed publicly.
- The Police Chief and Code Enforcement execute village stickers and tickets.
- Gas Station accidents- signs are posted, there are police patrolling the streets.

**6. REPORTS OF OFFICERS**

- a. Mayor’s Report - Mayor Derrick Burgess, had no report.
- b. Village Clerk – Ms. Marva Campbell-Pruitt
  - i. Announced plans for improving the community Center, the installation of a new lockbox, and new tables and chairs.
  - ii. Announced the Candidates Forum
- c. Village Administrator – Mr. Chris Williams had no Report.
- d. Village Engineer – Mr. Jim Czarnik

- i. Updated the progress of the Logistic Center Project to be filed with the certified minutes
- e. Treasurer's Report – Mr. Anthony Finch
  - i. Reported on the funds in the Unrestricted Accounts that totaled \$2,217,710.00
  - ii. Reported on Restricted Funds for \$1,096,724.00
- f. Attorney's Report – Atty. Mike McGrath had no Report

**7. REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Interim Director Anthony Finch:
  - i. Reported Payroll and Accounts Payable for \$437,996.53. He explained the difference from the report distributed that stated \$447,146.53 as three checks were pre-approved from the previous meeting.
- b. Fire Department - Chief Stephen Barrett:
  - i. Reported that there were fifteen (15) calls of service, two applicants are in the process of becoming firefighters.
  - ii. Announced that Paul Myers would be sworn into service
  - iii. The report will be filed with the certified minutes.
- c. Police Department - Chief Malcolm White:
  - i. Reported that there were 438 calls for service and 21 arrests.
  - ii. Announced that Chat with the Chief would be on 2/20. The topic would be A Review of Illinois Laws and Safety Tips.
  - iii. Announced the need for a new crossing guard
  - iv. The report will be filed with the certified minutes.
- d. Emergency Management Agency - Director Allen Vavrik
  - i. Mayor Burgess read the report as presented for EMA, who had to exit the meeting early.
  - ii. Reported that there were two (2) calls of service and read safety measures for severe weather
  - iii.
- e. Public Works – Director Kevin Weller was absent.
- f. Community Development - Director Tonya McCoy was absent.

## 8. REPORTS OF TRUSTEES, STANDING COMMITTEES AND COMMENTS

- a. Public Safety Committee – Trustee Gary Bell announced his next meeting on 2/18 at the Fire Station at 11:00 a.m.
- b. Public Services Committee - Trustee Bernice Brewer stated that the Finance Committee identified MFT funds to repair streetlights. There are \$100,000.00 in the fund.
  - i. Trustee Grant questioned the use of the term Finance Committee
- c. Budget & Finance Committee- Trustee Rodrick R. Grant:
  - i. Reaffirmed that the committee mentioned was a meeting with the staff.
  - ii. Asked Trustees to provide comments and asked to discuss at Tuesday's meeting
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski was absent
- e. Ordinance Review Committee - Trustee Linda L. Todd
  - i. Had to reschedule the previous meeting to 2/17 at 6:00 p.m. On the agenda would be the discussion of the spending and hiring freeze, rehab water, and sign designations
- f. Public Events – Trustee Debra Williams:
  - i. Announced the deadline for Valentines' for Veterans Program. The Library collected several and would be addressing them at the Library.
  - ii. Announced that Cook County Treasurer office would be in the Village March 14 to provide knowledge and assistance with property taxes

### Comments

- i. Trustee Williams spoke on the notification of the OMA Violations concerning the minutes not being approved timely and how she discovered the OMA Violations from social media

## 9. REPORTS OF COMMITTEES AND COMMISSIONS

- a. Senior Advisory Council – Chairman, Emmett Farmer
  - i. Arnold Coleman, the Vice-Chairman, read a report that will be filed with the certified minutes.

## 10. UNFINISHED BUSINESS - NONE

## 11. NEW BUSINESS

- a. Motion to Approve the Accounts Payable and Disbursements Dated February 11, 2020, for \$447,146.53

Trustee Todd moved, and Trustee Bell seconded.

Comment: Brewer mentioned personnel to be paid without the approval of the Board

On roll Call:

Ayes: Trustees Bell, Grant, Todd, Williams

Absent: Trustee Jasinski

Nay: Trustee Brewer

Absent: Trustee Jasinski

- b. Motion to Place Mayoral and Trustees Comments at the end of the Meeting Agenda.

Trustee Williams moved, and Trustee Todd seconded

**On Roll Call:**

Ayes: Trustee Bell, Brewer, Todd, Williams

Nays: Trustee Grant

Absent: Trustee Jasinski

**Motion Carried**

**Mayor's Ending Comment:**

He appealed to everyone to attend the Candidates Forum as these are state positions and judges to represent us.

## **12. ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn at 9:36 p.m.

Trustee Williams moved, and Trustee Brewer seconded. The meeting adjourned by a voice vote through comment consent.

Please be advised that Regular Board minutes dated 2/11/2020 were submitted to the Board of Trustees for review on 3/22/2020 and approved 3/27/2020 and have exceeded the 30-day deadline and is in violation of OMA rules.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

## JOURNAL OF PROCEEDINGS

### PUBLIC HEARING

Special Meeting  
Village of Sauk Village  
21801 Torrence Avenue  
Sauk Village, Illinois

February 11, 2020  
6:45 p.m.

#### 1. CALL TO ORDER

---

**Mayor Burgess called the Special Meeting to order at 6:45 p.m.**

---

#### 2. On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

---

#### 3. DISCUSSION

---

Village Engineer Jim Cznarik provided an annual update on the National Pollutant Discharge Elimination System (NPDES)

He stated that the update is required by Illinois Environmental Protection Agency (IEPA) in accord with Village's Notice-of-Intent (NOI) for the Illinois General Permit ILR 40 (permit is performed on a 5-year cycle; next NOI due by 10/1/20 for new permit cycle beginning in 2021).

He discussed the following:

- **I Introduction and General Description of NPDES (National Pollutant Discharge Elimination System) permit for MS4 (Municipal Separate Storm Sewer System) communities**

**GOAL** – Eliminate pollutants from entering storm sewer system/detention ponds and depositing into rivers, lakes, creeks, which are the ultimate outlet points. For Sauk Village, these would be the Lansing Drainage Ditch and Deer Creek.

#### II. Six Required Minimum Control Measures (MCMs)

- **Public Education and Outreach**
  - a) What the Village has done to inform the public is:
    1. The annual report will be posted to the Village's website
    2. A pollution prevention flyer is posted on the Village's website
  - b) REMINDER: Do not dump oil, paint or other chemicals down the sewer
  - c) REMINDER: Clean up after your dogs in your yard and parks
- **Public Involvement and Participation**
  - a) This Public Hearing is an example of this
  - b) Village welcomes public involvement; call Public Works if you notice any spills in the Village's streams
  - c) Sauk Village hosted a Community Clean Up Day on April 28, 2018 to clean up around Village buildings and public right-of-ways
- **Illicit Discharge Detection and Elimination (IDDE)**

- a) The Village has an ordinance that it uses to address illegal discharges to Village waterways
- b) Public Works has identified all outfalls within the Village
- c) The Village maintains an up-to-date sewer atlas that indicates all the outfalls
- d) The Village's goal is to inspect 20% of the outfalls on an annual basis

- **Control of Construction Site Storm Water Runoff**

- a) The Village has an erosion control ordinance in place to address construction site stormwater runoff
- b) Developers are required to provide a Storm Water Pollution Prevention Plan (SWPPP), which addresses how to prevent erosion at construction sites
- c) Developers are required to inspect their sites weekly during construction and after rain events

- **Post-Construction Storm Water Management**

- a) The Village has a post-construction ordinance in place to address long term control of stormwater pollution from newly developed sites
- b) Final inspections are required before the developer can leave the site
- c) Detention is required for all developments in Village
- d) Detention ponds and other post-construction measures filter out sediments prior to the sediments being released to the environment

- **Pollution Prevention/Good Housekeeping**

- a) The Village conducts street sweeping, branch pick up, and leaf collection periodically throughout the year
- b) The Village's goal is to clean 20% of the Village's catch basins per year to prevent the collected material from reaching the Village's waterways
- c) The Village requests the public's help in inspecting inlets and catch basins and keeping them clear of debris
- d) Robinson Engineering or Village staff will develop a municipal operations program and storm water management program for stormwater Best Management Practices

### iii) Annual Activities Moving Forward

- An annual report is made to the IEPA each year by June 1
- Ordinances and the storm sewer atlas are reviewed yearly
- Public Works will conduct in-house training for good housekeeping practices
- Public Works will mow and remove litter from detention ponds
- Public Works is participating in a watershed group organized to implement control measures that will reduce chloride contamination in the watershed's receiving streams
- Robinson Engineering will ensure that developments comply with stormwater ordinances and floodplain regulations

## 4. PUBLIC COMMENT

---

There were no comments

## 5. GENERAL COMMENTS OF THE MAYOR AND TRUSTEES

---

There were no comments

## 6. ADJOURNMENT

---

The Public Hearing was adjourned at 6: 50 p.m. by common consent.

The special meeting was called by Mayor Derrick Burgess of the Village of Sauk Village. Notice was issued in accordance with the Illinois Open Meetings Act.

**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, February 18, 2020, at 7:00 pm**  
**MEETING AGENDA**

**CALL TO ORDER**

- Roll Call
- 

**MOTION TO RECESS TO EXECUTIVE SESSION**

- Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS 120/2 (c) (2018)
  - Trustee Brewer moved to suspend the rules to place the Executive Session at the end of the agenda. Trustee Williams seconded. Mayor Burgess did not accept the motion, stating that it was not properly made. He asked for a motion to go to Executive Session. Hearing none, the motion failed.
- 

**DISCUSSIONS**

- Director Rosie L. Williams-Baig
  - NANCY L. MCCONATHY – ROAD SIGNS
    - Director Williams appealed to the Village to assist the Library with posting signs throughout the Village identifying the location of the Library. She requested that the Village co-author letters to the County and State for approval to erect the signs at the most advantageous sites and that Public Works install them. It was agreed that the Village would assist in the efforts.
  
- Mayor Derrick Burgess
  - ECONOMIC DEVELOPMENT PROPOSAL
    - There was no discussion on this item. It will be rescheduled.
  - A RESOLUTION AMENDING THE APPOINTMENT OF A LOCAL GOVERNMENT DIRECTOR TO THE SOUTH SUBURBAN LAND BANK AND DEVELOPMENT AUTHORITY
    - Mayor Burgess read and provided a rationale to amend the existing Resolution to change the identification from a named person as the director, to the titles of those appointed to represent the Village of Sauk Village on the Authority.
      - Trustee Brewer asked if there would be compensation and was told by Trustee Williams that it is not customary. This item would be on the next Board agenda for adoption.
  - A RESOLUTION AUTHORIZING AND DIRECTING THE SUBMISSION OF AN APPLICATION TO THE COUNTY OF COOK, ILLINOIS REQUESTING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEAR 2020
    - Mayor Burgess introduced the Resolution by stating the need to apply for the CDBG grant. This item would be on the next Board agenda for adoption.

- Director Anthony Finch
  - FORENSIC AUDIT UPDATE
    - Dir. Finch presented three company’s proposals to conduct the Forensic Audit. His recommendation was to use Sikich. He further stated that the Village’s finances are a debacle and stated the need for a firm or strong individual to help with the controls and the need to establish processes and procedures with the requirement for staff to be held accountable for maintain He appealed to the Trustees to read the current audit.
      - Trustee Bell questioned the finance records and their availability.
      - Trustee Brewer clarified his recommendations and asked where the funds would be derived. She was told that the Forensic Audit would be paid for by the Line of Credit Account, and the Reserves and the Professional service would be paid from funds noted by canceling CALL One.
      - Trustee Grant asked about the outside help in place. Dir. Finch stated the focus would be on the findings from the recent audit.
      - Trustee Todd questioned the retainer fees stipulated by two companies and mentioned the payment structures and timelines for payment.
      - Trustees Williams expressed a preference to focus on the last two years and then move backward as the need arises.
      - Dir. Finch recommended going back to 2016-2017 as historical data and issues would unclthe many past practices that caused the current problems.
      - Trustee Williams stated that fraud and abuse were accused from 2018 to 2019. She asked if the companies were prepared to start in March and the process of choosing a particular company.
      - Trustee Grant asked for a comparative chart to show the needs and the projected cost for each service and company so that a decision can be made. Mayor Burgess stated that he would be in touch with Director Finch.
- Village Clerk Marva Campbell-Pruitt
  - REVIEW OF THE COMMUNITY CENTER AND WELCH PARK RENTAL POLICY
    - The Clerk presented recommendations for policies and price structures for both locations. Much discussion ensued regarding the process for securing the key, changing the code for the lockbox, and length of time for the use of the park. It was decided that the deposit fees would increase, and the electrical costs for the park would be eliminated. The policies would be changed to include the recommendation presented and this item would be on the next Board agenda for approval.
  - REVIEW OF PROCEDURAL RULES FOR PLACING ITEMS ON AND OFF THE TABLE
    - The Clerk shared documents that support the procedure to Tabling and Postponing agenda items and how to bring items back for consideration.
  - Annual Meeting Calendar
    - The Clerk advised the Trustees of the requirement to present an Annual Calendar of Meeting Dates and the need to submit minutes for their Standing Committees. Documentation was presented from the Ordinance establishing the practice.

- Trustee Bernice Brewer
    - AN ORDINANCE AMENDING DIVISION 3 (“RULES OF PROCEDURE”) OF ARTICLE II (“VILLAGE BOARD”) OF CHAPTER 2 (“ADMINISTRATION”) OF THE VILLAGE CODE (Agenda)
      - Trustee Brewer introduced a recommendation to pass an ordinance governing the agenda. It was referred to the Ordinance Review Committee. Trustee Brewer questioned why an ordinance drafted by the Attorney’s Office had to go before the Ordinance Review Committee and was told that it needed to go before the Committee prior to consideration for adoption. Trustee Todd cited that some ordinances presented annually does not need to go before the Committee. However, if it is an addition to an existing Ordinance, a new one, it should go before the Committee. Mayor Burgess questioned the process and who should bring forth Ordinances. Referred to the Ordinance Review Committee.

---

  - Administrator Chris Williams
    - DATA SYSTEM – OPEN GOV
      - Administrator Williams asked about the Data System and if the Board wished to continue or postpone the consideration so that he could inform the vendor. Trustee Grant asked to delay going forth for funding purposes. Trustee Brewer asked about the costs. The costs would be \$15,000.00 for the initial year or \$10,000.00 annually. It was decided that it would be considered in next year’s budget and tabled for now.
    - WEBSITE
      - Administrator Williams had requested a quote, but not with other vendors. He questioned why request quotes when a true budget is unknown. Trustee Williams was not in favor of starting to develop a new site until the data on the current site is updated. It was agreed not to move forward. Trustee Grant stated that the funds should be allocated for the next fiscal year and work towards updating the current site.
    - PRINT COMMUNICATIONS
      - Administrator Williams asked if the Village would allocate funds to a newsletter or other print options. Trustee Williams asked who would lead the project as it was needed at least quarterly. Mayor Burgess spoke to how the SEBIS Water Billing System could assist with communication. SEBIS would be contacted to determine how much it would cost to utilize the services.
- 

## **PUBLIC COMMENT**

---

- B. Hopkins asked about sidewalk replacements on Torrence and if there is a committee to promote home occupancy.
- J. Hinko commented on the timing of the Executive Session.
- J. Cast commented on paying someone for the website and asked the protocol for water service when someone moves.
- L. Washington commented on the rental of the community center, the Clerk’s responsibilities, and stated the need for signs for yielding and stopping.

- E. Shankel commented that signs are a waste, enforcement is needed, the Village’s damage to his home as the public tree was causing harm, tickets received, microphone usage.

### **Mayor Burgess’ Responses**

- Sidewalks are needed in various areas. Must add it to the budget, along with lighting. He stated that he would speak with the County.
- Executive Session is part of the business meeting and appreciated the residents’ attendance
- There is nothing in place to stop residents from leaving and moving at whatever time they desire.
- Street signs may need to be updated and enforced; penalties are the solution
- Uncertain about the damage mentioned. Must purchase a sticker

---

### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

- Trustee Todd announced that the Ordinance Committee Review would meet February 24 in the Rotunda; She mentioned the house where the pipe burst and the results that occurred.
- Trustee Williams addressed the need for Executive Sessions to be moved to the end of the meeting, the need for a Parks and Recs person, and someone to be responsible for the buildings. She stated that she had heard that someone had been working, and the incompliance of several minutes.
- Trustee Grant remarked that he was awaiting comments on the finance policies as he wished to discuss the policy in two weeks so that it could be passed at the following Board Meeting.
- Trustee Bell reported the cancellation of the meeting and that it would be rescheduled to the following week.
- Trustee Jasinski announced the meeting the following Wednesday. She reported that a Committee member had resigned and is seeking another member. She responded to Ms. Hopkins and asked her to attend her meeting and announced Chat with Tonya and her work with Habitat for Humanities.
- Trustee Brewer had no comment.
- Mayor Burgess expressed displeasure with the statement that children were not served. He reported on a volunteer who had been in place since the previous Saturday, and who had undergone a police check. He spoke of programs being planned and some of the existing guidelines implemented. Funding would be addressed later.

## ADJOURNMENT

---

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 9:47 p.m.

Trustee Brewer moved, and Trustee Williams seconded. The meeting adjourned by a voice vote through comment consent.

Please be advised that Committee minutes dated 2/18/2020 were submitted to the Board of Trustees for review on 3/22/2020 and approved 3/27/2020 and have exceeded the 30-day deadline and is in violation of OMA rules.

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**  
**Board Meeting of the Corporate Authorities**

**SAUK VILLAGE MUNICIPAL CENTER**  
**21801 TORRENCE AVENUE**

**SAUK VILLAGE, ILLINOIS**

**Tuesday, February 25, 2020**  
**7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Eng. Jim Czarnik Chief Malcolm White Treasurer/Interim Finance  
Administrator Chris Williams Ass't Chief Dennis Director Anthony Finch  
Synowiec Alan Vavrik  
Director Tonya McCoy

**Others in Attendance:** Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess asked for a motion to recess to Executive Session

Trustee Grant made the motion, but it failed for lack of a second

**3) MOTION TO RECONVENE REGULAR BOARD**

There was no Executive Session

**4) APPROVAL OF MINUTES**

- a) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of January 7, 2020

Trustee Williams moved, and Trustee Brewer seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of January 14, 2020.

Trustee Williams moved, and Trustee Todd seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c) Motion to Approve the Journal of Proceedings for the Special Meeting/Public Hearing of February 11, 2020.

Trustee Todd moved, and Trustee Brewer seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) Public Comment**

- F. Williams asked the Mayor what was meant by a gesture made; Referred to minutes from 2015
- J. Cast spoke of the PLAN Group and their involvement with the Village; erroneous information on social media; the Forensic Audit not on the agenda, ghost payroll, the former H.R. position, the Village Administrator's entry into Sauk Village and the Mayor's comments, ( R. Ketchum and H. Parker deferred their public comment time) and Executive Session
- A. Coleman asked the cost of the annual Audit and if the findings are reviewed by the Board, with corrective actions before the Forensic Audit.
- C. Coleman asked where were the fraud and theft, and cited the amount of the funds in the Reserve Account.
- P. Couch stated the need for the Forensic Audit, shredding documents, the pit bull, and FOIA requests.

- J. Hinko asked how many residents would like Executive Session at the end of the meetings, and stated that he did not get a water bill.
- S. Shympkus <sp> asked what does the Mayor likes and dislikes about being Mayor.
- S. LaRock asked if Trustees watch the money, how spending for legal counsel had increased, and asked for the response to an FOIA Request regarding funds expended for legal fees and other residential services needed
- RaDonna Brown asked who was responsible for paying bonds, why funds were removed from the Water Funds, Parks and Recs programs with no programs for girls and payment for open gym activities.

### **Mayor Burgess' Responses**

- The first speaker commented. He does not respond to personal events. He had no idea why he was touching his arm.
- Donated Books – A representative usually goes to the events to distribute books. He informed of the next event, the Easter Egg Hunt, and stated that the group was welcome to distribute books.
- Forensic Audit required additional paperwork to be completed before being placed on the agenda.
- Audits costs \$50- \$70,000.00. It is readily available, but could not say if Trustees had read the Management Letter.
- Forensic Audit cost is approximately \$100,000.00 per year.
- Document Shredding Letter could have been varying reasons, he had not hidden anything; he has not shredded any document.
- FOIA Request – needs to talk with the person who provided it. He does not review the responses.
- Board want Exec. Mtgs at the end. Presenters should not have to wait until the end. Written Motions
- Mayor Burgess stated that he enjoyed being the Mayor and liked making people smile. He dislikes stupidity.
- Legal Fees- the number speaks for themselves: we must look at services that provide a return for the funds expended.

- Pay bonds- Mayor described the process of floating bonds. He cited an example of the Impact Fees for the Municipal Building and its end result. He spoke of TIFS and levies.

## 6) REPORTS OF OFFICERS

a) Mayor's Report - Mayor Derrick Burgess:

- I. Spoke of an individual who would be volunteering to provide youth programs, along with other volunteers; Maintenance Work being done in the gym and introduced George Green.
  - George Green introduced himself and the 40 years experience he has with youth programs. He spoke of a baseball program he desired to bring to the Village. The goal is to stop problems at Bloom Trail. He had the gym open for the last week. He explained his method for student involvement. He had 25 high school students the night before. He outlined the schedules according to the evenings on Monday, Wednesday, and Friday and Tuesday and Thursday
  - Bloom Trail offered to use their field, and Tom Dart offered to assist with the needed areas once found. He is looking to develop a Special Olympics programs and a Culinary Program to be led by his sister. An information notice was provided.

### Comments/Questions

Trustee Williams asked about female participation and funds collected. It was explained that there were no spectators; He does not take money from the children. He purchased water and chips and charged for purchase only, and the culinary class would it be voluntary

Trustee Brewer asked about policies and procedures for Parks and Recs. He was the President of Ford Heights Park District and will develop policy.

- II. Mayor Burgess announced his attendance at the Wagoner School's celebration for the Nation Wide Teach for Kindness Award won by the school. It was the first time honor for the state of Illinois. He introduced the School Board Members who were present at the meeting, i.e., Branard Barrett, RaDonna Brown, and Marva Campbell-Pruitt.
- III. Mayor Burgess responded to questions about the front door and its accessibility. They are researching to make it handicap compliant.
- IV. Community Development is looking at quotes for the removal of the 400 dead trees in the Village. May need to go out to bid. Must address the sidewalks as well. He would be asking department heads for input. Lights and their wiring must be resolved
- V. The grocery store is the number one priority.
- VI. Announced an Employee Appreciation Luncheon in March

b)Village Clerk – Ms. Marva Campbell-Pruitt provided information on:

- I. Student Government Day is scheduled for April 28
- II. The Census Update and the Complete Count Committee
  - Four Grants were submitted, none were funded. She shared all outreach activities planned but stated the one going forth would be that all partners would assist residents in need of support for the completion of the online survey. The Village would have a kiosk in the lobby with the computer setup. She asked to notify the office if there are events planned and if materials were needed.
- III. The Candidates Forum planned for the next day.
- IV. The FOIA for OMA Training, and asked all Trustees to complete the training
- V. Minutes and Accounts Payable would now be available at the meeting table. Fifty copies were made for that night's meeting, but the number of copies would be reduced as the need was not as high as anticipated.
- VI. Public Comments requirements and the consideration of changing the process for orderly

c)Village Administrator Chris Williams reported that he had been working behind the scenes on the following:

- I. Working to secure a grocery store.
- II. His work with the C-Map
- III. Collaboration with Community Develop on a Beautification Program
- IV. Collaboration with IT
- V. Budgeting Process

d) Village Engineer– Mr. Jim Czarnik reported:

- I. A meeting with staff and to discuss the IDNR flood plan in the Lincoln Meadows Development. It as determined that the plan was incorrectly mapped. The written report will be filed with the certified minutes.

#### Comment/Question

Trustee Grant spoke of found MFT funds to repair street lights. The Engineer stated that it was dependent on what was submitted to IDOT

e) Village Attorney – Atty. Mike McGrath reported:

- I. He had recreated the ordinance for the minutes and prepared an Ordinance for the Forensic Audit on that day. They should both be included on the next Committee of the Whole agenda.

f) Treasurer's Report – Mr. Anthony Finch had no report. But made comments on

- The miscommunication regarding the Forensic Audit as it could not have been on the night's agenda as it did not follow the process.
- Findings from the Audit had not been addressed or corrected.

- The new Water Bill was mentioned previously and is projected to be available in March. He asked for patience as they work through the kinks.
- Bonds payment is the responsibility of the Finance Director. In this instance, it is the Interim Finance Director.
- The transfer of funds from the Water Fund has not occurred for any unrelated water item.
- A Lunch and Learn Program for staff.

## **7) REPORTS OF DEPARTMENTS**

a) Finance & Administration – Interim Director Anthony Finch reported on the Payroll and Total disbursements for \$302,597.97. A per diem was requested for training.

b) Fire Department - Ass't Chief Dennis Synowiec reported:

- I. Thirty-three calls for service and no major issues.
- II. There are twenty-one members in the Department
- III. The Pancake Breakfast is coming, but he did not know the actual date

The written report will be filed with the certified minutes.

c) Emergency Management Agency - Director Allen Vavrik reported:

- I) Three calls for service and that he had assisted Steger with a structure fire.

d) Police Department - Chief Malcolm White reported:

- I. Four Hundred forty-four calls for service and sixteen arrests.
- II. An update on the SRO with the school district. A schedule is being completed. The process should take thirty days.
- III. He asked J. Cast to meet with him in private to discuss her issue.

The written report will be filed with the certified minutes.

e) Public Works – Director Kevin Weller reported

- I. On several actions of the Department inclusive of One hundred shut-offs on North Side, three water main breaks, and that they had dug 3 BBoxes.
- II. Provided a written report informing of lights that are back in service and those that require replacement.
- III. They had found faults in locations that would be repaired.

The written report will be filed with the certified minutes.

f) Community Development - Director Tonya McCoy reported:

- I. One hundred thirty-eight tickets had been issued, issued twenty-four permits, and four re-occupancy permits for February.
- II. Invited everyone to Talk with Tonya each second Tuesdays at 10:00
- III. On targeted areas in March to get rid of dead trees. The streets along the firehouse and in the Carol and Peterson areas are planned.
- IV. Asked for support of the beautification program and the trash can painting of murals on May 16.

## 8) REPORTS OF TRUSTEES, STANDING COMMITTEES

- a) Public Safety Committee – Trustee Gary Bell reported the next meeting on March 17.

Comment: He had made numerous calls to varying grocers to consider opening in the Village

- b) Public Services Committee - Trustee Bernice Brewer spoke on the Complete Street Policy Program
- c) Budget & Finance Committee- Trustee Rodrick R. Grant solicited comments on the Policies and Procedures so that it could be on the following agenda for discussion.
- d) Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski reported the need to postpone the upcoming meeting.
- e) Ordinance Review Committee - Trustee Linda L. Todd reported the Committee met and discussed the following ordinances: the Rehab Ordinance, the Spending Ordinance, and the Hiring Freeze Ordinance for discussion at the upcoming Committee of the Whole Meeting.

They will discuss three others at the March 9 meeting at 6:30 p.m.: False Alarms, Clerk’s Responsibilities, and Minutes

Public Events – Trustee Debra Williams announced the updated calendar and activities planned for March 14 from 11 a.m.- 1 p.m. with the Cook County Treasurer’s Office to help with refunds; She announced: A Blood Drive, Community Yard Sale, and an ad book fundraiser.

The Valentines for Vets went to various hospitals.

## 9) REPORTS OF COMMITTEES AND COMMISSIONS

- a) Senior Advisory Council – Ass’t Chairman Arnold Coleman read the report informing that the next meeting would be March 12 at 5 p.m. The first Senior Club Meeting will be that same day. He made announcements on Breakfast Bingo, game night, and other activities. He provided an invitation to the March 26 Senior Luncheon.

Trustee Brewer asked about the \$5.00 fee and was told that it is of no cost to club members, but \$5.00 for everyone else.

## 10) UNFINISHED BUSINESS – None

## 11) NEW BUSINESS

- a. Motion to Approve the Accounts Payable and Disbursements Dated February 25, 2020, for \$302,597.97

Trustee Bell moved, and Trustee Williams seconded.

### On Roll Call

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

b. Mayor Burgess asked for a Motion to Approve the Consent Agenda

Trustee Todd moved, and Trustee Bell seconded.

1. Motion to Aid the Nancy L. Mcconathy Library with Securing and Erecting Road Signs
2. A Resolution Amending the Appointment of a Local Government Director to the South Suburban Land Bank and Development Authority
3. A Resolution Authorizing and Directing the Submission of an Application to the County of Cook, Illinois Requesting Community Development Block Grant Funds for the Program Year
4. Approve the Ed Paesal Community Center Rental and Reservation Policy
5. Approve the Welch/Veteran’s Memorial Park Rental and Reservation Policy

Comment/Question:

Trustee Brewer asked about Welch Park and Community Center rental policy and if Mr. Green should have input. She was told that he would not be responsible for rentals.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Brewer

**Motion Carried**

**12) General Comments of the Mayor and Trustees**

Trustee Williams

- Stated the hold up on the Forensic Audit was because of the need for the scope and the ordinance were required and needed to be developed, and that the Interim Finance Director made the recommendation.
- Stated that the litigation – was not all about the Trustees. There are Union Contracts, prior litigations, and some are ongoing from years past.
- The Kindness Challenge was phenomenal.
- Social Media is brutal and should be questioned.

Trustee Grant

- Stated that he had read the Audit and that this Board could do some things to correct the past findings.
- The Forensic Audit was not on the agenda, and he was not expecting it to be there as the Board never decided who would do it, as there was no agreement at the Committee. He had asked for a cost break-down on all three proposals before deciding.

Trustee Jasinski congratulated the students and apologized that she could not be at the Kindness Challenge.

- She stated that she hoped that the Forensic Audit could be done next month

#### Trustee Brewer

- Spoke on the forensic Audit as there are things that transpired since May 2017. She is looking for a clean slate. There should be improvements to the Village; things occurred without approval and consent of the Board. She stated that she had not accused anyone of fraud or theft. She is looking for a clean slate and doing something for the residents.

#### Trustee Todd

- Stated that she went to Wagoner. There were lots of tears and cheers. It was the first in Illinois and first for an elementary school. Senator Elgie Sims proclaimed National Kindness Day on February 24, going forth.

#### Mayor Burgess

- Mentioned the National Kindness Day and stated that it was something to behold as it showed that our youth are smarter than we at times and compared the students' behavior to that of those attending Board meetings. He appealed to attendees to learn from the students. He announced our representatives who were present.
- He is not against the Forensic Audit, but funds received from the sell of the Gas N Wash should be used to provide services to the Village. He will bring forth proposals for trees, sidewalks, and street repair in the future.

### **13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 9:04 p.m.

Trustee Bell moved, and Trustee William seconded. The meeting adjourned by a voice vote and comment consent.

Please be advised that Regular Board minutes dated 2/25/2020 were submitted to the Board of Trustees for review on 3/30/2020 and approved 4/16 /2020 and have exceeded the 30-day deadline and is in violation of OMA rules, , and with regards to the State Emergency Declaration towards the Coronavirus.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



## **Journal of Proceedings**

### **Village of Sauk Village**

Committee of the Whole

Village Board of Trustees

21801 Torrence Avenue, Sauk Village, IL 60411

**Tuesday, March 3, 2020**

**8:00 p.m.**

#### **CALL TO ORDER**

---

Mayor Burgess called the Committee of the Whole Meeting to order at 8:00 p.m.

On Roll Call: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in attendance: Adm. Chris Williams, Staff Planner Maggie Jarr

---

#### **MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess asked for a motion to recess to Executive Closed Session to discuss updates of Pending Litigation and Collective Bargaining Matters at 8:02.

Trustee Brewer moved, and Trustee Todd seconded. The vote was unanimous.

#### **Motion Carried**

#### **MOTION TO RECONVENE**

Mayor Burgess called for the meeting to reconvene at 8:45 p.m.

---

#### **DISCUSSIONS**

---

- Planner Maggie Jarr
  - There was a discussion on a Resolution Establishing a Complete Streets Policy for the Village of Sauk Village presented by Maggie Jarr, Village Planner. She stated the need for streets that can be safely traveled by all pedestrians, bicyclists, and buses. The policy is needed to establish a commitment by the Village to develop a safe, quality of life experience as captured in the Resolution. The Resolution does not require all elements on required roadways. She stated that the adoption of a policy would ensure greater access to grant funding. It was agreed that the item would be placed on the next Board Agenda.
  - There was a discussion on a proposed Resolution Outlining an Agreement Between Sauk Village and South Suburban Mayors and Managers Association (SSMMA). She advised that STP funding would be sought with 100% funding as the Village qualifies, but that it must enter into an

agreement with SSMMA. It was agreed that the item would be placed on the next Board Agenda.

## Questions/Comments

- Trustee Grant asked about the Complete Streets Committee. Ms. Jarr stated that there was a meeting the previous week comprised of Dept. Heads, Directors, and a Trustee, and thought it was the right make-up, but it could be altered.
  - Trustee Brewer mentioned the need for street signs as a significant focus throughout the Village
- Village Clerk Marva Campbell-Pruitt
    - The Village Clerk addressed the Ordinance Amending Division 4 Duties of the Village Clerk Protocol for Approval of Minutes. She stated that policy and procedures were requested for the Attorney to draft. An Ordinance was developed instead. She discussed that the one being reviewed that night were red-lined to illustrate her recommended changes to the Ordinance. She asked for comments on the revised Ordinance be sent to the Clerk’s Office by Friday so that the Ordinance Review Committee could review it along with the other recommended amendments.
      - Trustee Todd asked if the recommendations had been shared with the Attorney and was told that Clerk had planned to do so once Trustees had included their recommendations, they were all included at once.
      - Trustee Grant asked why the phrase “Tampering” was removed for the Village Clerk.
      - Mayor Burgess stated recommendations should come back to the Clerk.
      - Trustee Todd asked to have recommended changes for the Ordinance Review Committee to discuss them at the following committee meeting. She was asked if the other recommended duties and responsibilities would be included to combine all duties and responsibilities into one Ordinance. Trustee Todd did not think so, but, took great diligence to explain what the Clerk meant based upon what had been presented previously.
      - Trustee Williams pointed out language illustrated in the Binding Agreement concerning OMA and duties to approve minutes timely.
      - Much unrest ensued.
      - Mayor Burgess asked that any desired changes be submitted to the Village Clerk
    - The Village Clerk spoke of the current copier’s ongoing need for servicing. She explained that it was recommended to add an attachment rather than replacing it at this time. She sought

approval to solicit a quote from Proven Copier Lease of Equipment to add an accessory for stapling documents. She was asked to bring back a quote.

- Trustee Grant thought the price was excessive. The Clerk justified the purchase as it would decrease the time used when preparing meeting documents.
  - Trustee Brewer asked about the capability of the copier and was told that the attachment was needed.
- Trustee Grant
    - Trustee Grant spoke of the Finance Policy and Procedures and asked Trustees who had not provided input to do so. He asked each Trustee to comment individually. They each expressed their input on varying points with changes due to him on Friday. Trustee Grant stated that the changes would be made and brought back to the Board and then to the Attorney, and lastly, for adoption at a meeting in two weeks.
  - Mayor Derrick Burgess
    - Mayor Burgess discussed the agenda item on Infrastructure Repairs:
      - He reported that he has looked at quotes for repairs. Seven streets would be impacted. Some have not been repaired since 1957 and beyond. In improving the streets, he stated that the Village must include ADA compliance. He cited a cost of \$588,320.00 or \$616,500.00 if concrete is used. The projects do not include sidewalks.
      - Mayor Burgess provided an update on the Tree Removal. Director Weller sought quotes from a vendor as the Village does not have the equipment. He announced quotes for removal of \$2,000.00 for the larger trees and \$600.00 for smaller trees. There are two hundred and fifty trees needing removal. They are targeting to start this work in the Spring.
      - The projects would cost approximately one million dollars. It would be bid. The Mayor stated that they would not use MFT funds but was hoping to use the reserve funds. He will put information in mailboxes, and Director Weller would be the project leader.
      - Streetlights repairs would come from MFT Funds.

He was asked:

What were the priorities? A combination of the streets and trees would take precedence.

If the jobs had gone to bid? And if there would be three quotes solicited. He sought approval to go to bid with the projects. It was agreed that the item would be placed on the next Board Agenda.

- Trustee Linda Todd

- Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Spending Freeze with the recommended changes for internal control. The Committee recommended change for identifying:

- Emergency spending needs
- Department heads should have authority and responsibility for maintaining their budget

Comments and questions that were identified required additional information. The Mayor asked why his position was excluded from who would be responsible for spending. He mentioned who would be responsible for overseeing services. He would want to be included in both scenarios. A Trustee stated the gray areas and the difficulty of knowing what constitutes an emergency, if the funds were available in the fund, etc. It was said that they receive a budget to actual report so that it can be realized. There was discussion about what remained in the budget or budget lines. The Ordinance was referred back to the Committee for changes and review.

- Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Hiring Freeze. Recommended changes were presented, and comments were made regarding:

- Adding the language: Mayor would make recommendations with approval of the Board
- Who decides staffing needs? This decision is made at Budget Level, and it needs a note that may not be in the current budget, but the position is necessary. A statement would be required to entertain how to handle an exception where a position, not in the budget, is essential and approved by a budget amendment.
- There are needed timelines for when the Hiring Freeze is in effect.

The Ordinance was referred back to Committee to add language

- Ordinance Amending Article II of Chapter 78 (Rehab Water) Trustee Brewer and Dir. Finch recommended a new language required as some businesses do not have meters to check. Trustee Grant asked if the price for commercial meters be added? It was agreed that the item would be placed on the next Board Agenda.

---

#### **PUBLIC COMMENT**

---

- J. Cast spoke on the handicap accessible doors; was confused by the two agenda as presented.
- C Boetcher asked if the tree cutting included stump grinding, the Code Red, and a Kindness banner.
- D. Sapp asked about the Forensic Audit and how many years would it cover and Street lights.
- J. Hinko spoke of the length of Executive Sessions, and that it should occur at the end of the meeting, and sixteen cars without village stickers.
- P. Couch spoke on Purchase Orders; dog licenses; Forensic Audit; Road Repairs; Check holds and the need for respect.

## Mayor Burgess' Responses

- The Accessible Door does not lock appropriately regularly. They are attempting to establish a practice so as not to burn out the motor
- The Village owns a grinder. Research to determine if the company or Public Works would handle the stump removals; Registration is needed for CodeRED; A banner is school district related and would come from them.
- The Forensic Audit would move forward as it was voted upon
- Executive Session must occur when those being paid are available
- Purchase Orders on every item can be explored, Village Stickers we do not target people, but people should pay for them.
- Dog Licenses, we are losing money
- Respect must be provided, and going forth, meetings would be stopped.

---

## GENERAL COMMENTS FROM MAYOR & TRUSTEES

Trustee Williams announced the next event of the Committee

Trustee Bell announced the next Committee meeting

Trustee Grant had no comment

Trustee Jasinski announced the next Committee meeting

Trustee Brewer reiterated the need for the Forensic Audit. She questioned the timing of the service upgrades recommended

Trustee Todd announced the next Committee meeting. She stated the need for volunteers.

Mayor Burgess announced plans to attend a meeting on the outbreak of the Coronavirus. He would bring back information.

---

## ADJOURNMENT

Mayor Burgess called for a motion to adjourn at 10:58 p.m. Trustee Bell moved, and Trustee Brewer seconded. The meeting adjourned by common consent.

Please be advised that Committee Board Meeting minutes dated 3/03/2020 were submitted to the Board of Trustees for review on 4/03/2020 and approved 4/16 /2020 and have exceeded the 30-day deadline and are in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

# Journal of Proceedings

## SPECIAL MEETING

OF THE CORPORATE AUTHORITIES

VILLAGE OF SAUK VILLAGE

Village Board of Trustees

Tuesday, March 3, 2020

6:45 p.m.

Sauk Village Municipal Center

21801 Torrence Avenue

Sauk Village, Illinois 60411

(708) 758-3330

- 
- CALL TO ORDER:** Mayor Derrick Burgess called the Special Meeting of the Corporate Authorities to order at 6:45 p.m.
- Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance
- Roll Call:** Present: Trustees: Brewer, Bell, Grant, Todd, Williams  
Absent: Trustee Jasinski
- Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

Mayor Burgess called for a motion to approve a Resolution Approving the Retention of Sikich, LLP for Forensic Auditing Services in the Village of Sauk Village, Illinois

Trustee Brewer moved, and Trustee Williams seconded.

Comments and Questions:

Extensive dialogue ensued as there was a significant number of questions, suppositions, and unrest.

- Trustee Grant stated his reluctance to expending the reserve funds. He asked if the funds from the Reserves would be paid back if there were no findings.
- Trustee Williams expressed disappointment that the Interim Finance Director was not present. She referenced Section Two of the Resolution concerning the year(s) and the years for which the Forensic Audit would encompass. It was her understanding that it would cover one year, not two, and that it would cover 2017-2018.
- Trustee Grant stated that the subject was presented at the Committee Meeting and that they reviewed three companies. They had not discussed the scope for the Forensic Audit and that neither firm had been decided; another Committee of the Whole meeting was required before a meeting to adopt and approve a Resolution and company.
- Trustee Williams countered that the Interim Director asked for their recommendations to be sent to him. Trustees communicated with the Interim Director by e-mail and agreed to follow his recommendation of Sikich.
- Trustee Grant avowed that the meeting conducted that night should have been to approve the company in the public's view collectively and asked not to vote on the item in light of the number of comments.
- Trustee Williams stated that it was appropriate to have those discussions before the vote.
- Mayor Burgess asked if there was a reason that the vote had to be taken that night as he thought there was readiness on the motion that was not evident. He stated that he called the meeting as he was forewarned that if he did not, three Trustees would call for the meeting with the agenda item as noted. He asked if anyone had reached out to the Interim Director for him to attend the meeting and if notice had been provided for him to be in attendance.
- Trustee Williams stated that she assumed he would be present.
- Trustee Brewer stated that she had talked with the Interim Director and other Trustees individually, and that was the reason for the vote to go forth. She cited reasons for the need of the Forensic Audit.
- Mayor Burgess inquired why move forward with the vote with the number of questions being asked without answers.
- Trustee Bell stated that they are accepting the Interim Director's recommendation.
- Trustee Todd commented that an e-mail was sent to Trustees by the Interim Director asking for the chosen company, the years, what he wanted to be in the scope, and where the funds should be derived. She inquired if all Trustees had received and responded to the email. She suggested that they moved forth with the vote.
- Trustee Williams stated that the Resolution could be amended for one year, or they could proceed to include the two years and that funding would come from the reserves.

- Mayor Burgess stated that the use of reserves is not acceptable. He thought payment would be from the Line of Credit. He shared that they had always talked of a two-year audit. Those funds (Reserve) should be used for infrastructure repairs.
- Trustee Williams stated that she was told that the reserves would be more advantageous and cited the differences, as said to her by the Interim Director.
- The Village Clerk took liberties to state that the process undertaken was comparable to a behind the scenes transaction (a back-door transaction) and how improper the actions had been. She noted that the discussions should have transpired at a Committee Meeting, not individually with the Interim Director in person or via e-mails. She mentioned the three companies presented and the Trustee's request to have comparables of all three companies. She explained why she submitted an FOIA request as the correct procedures had not been followed. She informed of her intentions if the vote goes forth.
- Mayor Burgess asked for confirmation of the Village Clerk's comments and its intent. He informed that voting on a \$100,000.00 a year, Forensic Audit without knowledge, would result in the Annual Audit being delayed during the Forensic Audit.
- Trustee Todd suggested that another special meeting should be called when the Interim Director is available.
- The Mayor asked if the originator desired to rescind the motion. It was not accepted.

### **On Roll Call**

Ayes: Trustees Gary Bell, Bernice Brewer, Linda Todd, Debra Williams

Nays: Trustee Grant

Absent: Trustee Jasinski

### **Motion Carried**

### **Public Comment**

K. Boetcher commented on the Forensic Audit and asked would misappropriated funds be refunded, how, and if there would be prosecutions.

P. Couch read a stature concerning speaking on the same subject more than twice. The need for the Forensic Audit should be paid by any available funds.

J. Cast stated that the Forensic Audit should have been completed a while back as there were alleged issues. The Interim Finance Director's recommendation should be accepted. She thought the previous week's meeting had accomplished it.

## **Mayor Burgess' Responses**

Asked what to do when fraud is found, and what do you do when there are no findings?

Forensic Audit was passed and would go forth, and the Mayor will fight for the money as the interest has been \$16,000.00 in a year.

### **Adjournment**

Mayor Burgess called for a motion to adjourn at 7: 41 p.m.

Trustee Bell moved, and Trustee Brewer seconded. The meeting adjourned by a voice vote and comment consent.

Please be advised that the Special Board minutes dated 3/3/2020 were submitted to the Board of Trustees for review on 4/2/2020 and were approved 4/16/2020 and will exceed the 30-day deadline, in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**

**Regular Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village**

**SAUK VILLAGE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS**

**Tuesday, March 10, 2020  
7:00 PM**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:05 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees: Brewer, Bell, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Eng. Jim Czarnik                      Chief Malcolm White                      Treasurer/Interim Finance  
Administrator Chris Williams              Chief Stephen Barrett                  Director Anthony Finch

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2. MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Board Meeting

**3. MOTION TO RECONVENE REGULAR BOARD**

**4. APPROVAL OF MINUTES**

a) Motion to Approve the Journal of Proceedings for the Special Board Meeting of February 4, 2020.

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

b) Motion to Approve the Journal of Proceedings for the Regular Board Meeting of January 28, 2020

Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

c) Motion to Approve the Journal of Proceedings for the Committee of the Whole Meeting of January 21, 2020

Trustee Todd moved, and Trustee Bell seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

**5) PUBLIC COMMENT**

- J. Cast - different agenda, snow plowing, the hospitalization of the former Fire Chief;
- B. Sterns - updated marquee; posting meetings
- C. Pondexter on behalf of the Deer Creek Homeowners Assoc. - Fire hydrants, streetlights, 39 dead trees, and high taxes, infrastructure, forensic audit

**Mayor Burgess’ Responses**

- The Chief’s hospitalization is personal
- Issues take precedence over updating the marquee
- Public Works and the Village Administrator will address the problems of Deer Creek

**6) REPORTS OF OFFICERS**

- a. Mayor’s Report - Mayor Derrick Burgess:
  - i. Asked residents to use care, antibacterial gel, and caution considering the Coronavirus.
  - ii. Reported on a meeting for housing issues to take care of the vacant homes or demolition as a last resort. Landbanks have been asked to partner with the Village.
- b. Village Clerk – Ms. Marva Campbell-Pruitt:

- i. Reported that the CDBG Grant Application was submitted
- c. Village Administrator – Mr. Chris Williams:
  - i. Reported that defibrillators are being installed and training is forthcoming
- d. Village Engineer – Mr. Jim Czarnik:
  - i. Provided an update on projects in progress. Report to be filed with certified minutes.
- e. Village Attorney – Atty. Mike McGrath had no Report.
  
- f. Treasurer’s Report – Mr. Anthony Finch
  - i. Provided the corporate balance accounts
  - ii. Provided the balance in the Reserve Account

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Interim Director Anthony Finch:
  - 1. Reported that total distributions were \$426, 510.70, and asked that it be approved.
- b. Fire Department - Chief Stephen Barrett:
  - i. Reported twenty-nine calls of service, one fire-fighter completed training at Prairie State, and two firefighters are expected to graduate in a couple of months, and at that point, all staff would be fully certified. Report to be filed with certified minutes
- c. Police Department - Chief Malcolm White:
  - i. Reported 350 calls for service and nine arrests, all fire and police personnel were recertified in First Aid/CPR/AED training. Report to be filed with certified minutes.
- d. Emergency Management Agency - Director Allen Vavrik – In his absence, Mayor Burgess read the report. Report to be filed with certified minutes.
- e. Public Works – Director Kevin Weller:
  - i. Provided a report of the accomplishments from 2019, and an update on current work efforts of staff.
  - ii. Stated that the staffing pattern had not changed, though the work output is much greater. Report to be filed with certified minutes.
    - o Trustee Grant requested an update on all fire hydrants.
- f. Community Development - Director Tonya McCoy - Absent

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell announced the March 17<sup>th</sup> meeting.
- b. Public Services Committee - Trustee Bernice Brewer
  - i. Reported that the Public Works Department is staffed with nine people, but they are hindered by lack of staff and financing
- c. Budget & Finance Committee- Trustee Rodrick R. Grant

- i. Reported that he had received the comments/feedback on the policy and would send it to the Attorney and then bring back to the Board for review.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski announced the March 25<sup>th</sup> meeting.
- e. Ordinance Review Committee - Trustee Linda L. Todd:
  - i. Announced the April 13<sup>th</sup> meeting.
  - ii. Reported that she had several Ordinances to present for the Committee of the Whole.
  - iii. Stated that the Committee would not review Ordinances drafted by the Attorney and that Board members could share changes on the one concerning the binding opinion of the Atty. General. She requested a special meeting to adopt the Ordinance as soon as possible.
    - 1. There was unrest as the Clerk had submitted changes to the ordinance that were not entertained. Mayor Burgess asked the Attorney if it could be held for the next regularly scheduled meeting. The Attorney advised if there were changes, the Board should send them to him, as he would only entertain changes from the Board members. The Clerk asked about representation from Odelson and Sterk for the Clerk and was told his office represents the Board. Mayor Burgess requested that both versions of the Ordinance be presented at the following Committee meeting, and if a special meeting were required, it would be planned.
- f. Public Events – Trustee Debra Williams
  - i. Spoke on the Talk with Tonya
  - ii. Announced:
    - 1. New Calendar on the back table
    - 2. The Cook County Treasurer property assessment, property tax delinquency training
    - 3. Announced that there would be events coming up
    - 4. Announced Crossroads Church’s Corned Beef Dinner

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Council – Chairman, Emmett Farmer
  - i. Announced the March 12<sup>th</sup> meeting and other activities. Report to be filed with certified minutes.

**10) UNFINISHED BUSINESS**

None

**11) NEW BUSINESS**

Mayor Burgess called for motions on the following:

- a. Motion to Approve the Accounts Payable and Disbursements Dated March 10, 2020, for \$426,510.70  
Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

- b. Resolution Outlining an Agreement Between Sauk Village and South Suburban Mayors and Managers

Trustee Bell moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

- c. Resolution Establishing a Complete Streets Policy for the Village of Sauk Village

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

- d. Motion to Approve the Collection of Quotes for Infrastructure Repairs

Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

## **12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

THERE WERE NO COMMENTS

## **13) ADJOURNMENT**

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 8:10 p.m.

Trustee Bell moved, and Trustee Todd seconded. The meeting adjourned by a voice vote through comment consent.

Please be advised that Committee minutes dated 3/10/2020 were submitted to the Board of Trustees for review on 4/10/2020 and approved 4/16/2020 and have exceeded the 30-day deadline and are in violation of OMA rules, and with regards to the State Emergency Declaration towards the Coronavirus.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

The Meeting of March 17, 2020,  
was canceled

/s/ Marva Campbell-Pruitt, Village Clerk

**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, April 28, 2020, 6:00 p.m.**  
**Remotely via ZOOM**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 6:00 p.m

- **Roll Call**

On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams  
Others in Attendance: Planner Maggie Jarr, Chief Barrett

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

There was no Executive Session

**MOTION TO RECONVENE**

---

**DISCUSSIONS**

---

**CALL TO ORDER**

- Roll Call

---

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

- Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS) 120/2 (c) (2018)

---

**MOTION TO RECONVENE**

---

**DISCUSSIONS**

---

- **Village Clerk Marva Campbell-Pruitt**
  - A PetChamps Presentation was provided by Stan Urban and staff, Julie Vaught. He started by providing an update on the Pro Champs register 153 30,000.00 This year, Seventy-nine new properties were registered, and Twenty-five properties were de-registered.
  - Julie provided a brief introduction of the PetChamps Program for registering animals, along with pet profiles that would be on-line and providing animal tags. They discussed payment procedures and renewal information along with other advantages of using the system. Trustees asked questions about how to involve veterinarians who are not local, the cost of the services, how the company would acquire the database, if a contract is required, and asked that the formal presentation be made available. It was decided that the information be provided to residents by way of the water bills. The Clerk will draft a letter for inclusion for both the animal tags and vehicle stickers. She informed that at the following Board Meeting, the Board would be asked for approval to prepare an ordinance and agreements. It was decided to withdraw the action. A Trustee reminded the others that it was voted on that the date change had

been approved at the April 16, 2020, meeting. The agenda item for the Ordinance would be withdrawn, but a letter would go to residents with the date changes.

- **Fire Chief Stephen Barrett**

- A BrightStar Ambulance Service Proposal was presented by Chief Barrett, highlighting the services the company seeks to provide to the Village. He outlined the rates, the times of operation, and the staffing to be available along with their certifications. Chief Barrett provided verbal comparison with other companies as many were reluctant quote their prices.
- The contract with the current company will be up June 21, 2020, and a decision is needed as soon as possible.
  - Trustees questioned and commented as follows: the length of the term of the proposed contract (3-5 years); if the mutual aid assistance would still be available (yes); if the current contract requires a thirty-day notice of non-renewal (unable to ascertain); if a bidding process is required with three proposals (three bids are not required for emergency services); response time (current ETA is 18-20 minutes it would decrease to 4-5 minutes with the proposed company); the cost for residents would be reduced; and if the funds are available in the budget. ( the prices are equivalent); how the ambulances are manned, can they assist with fire fighting (they would be strictly EMS); the escape clause (it will be in the contract) and the price will remain the same for three years. Do we need an ordinance or resolution change, to be researched); Do we buy out the existing contract (the attorneys will be consulted. )
- Ms. Jarr provided an update on Long-Range Planning Activities. She notified that her work plan would be changed to include greater effort and resources for the Village to meet its goals. She announced that C-Map would host a webinar on the impact of CoVid- 19. The Mayor asked where masks could be obtained. Ms. Jarr will investigate.
- Police Chief White discussed the AXON Body Cameras proposal. He provided a history of the company and surveyed other departments regarding the company. The proposal will not be on the Board Agenda for a vote. Three Proposals would not be sought as the Taser International (AXON) is already in use by the Village, and this would build upon systems already utilized. There would be a five-year contract with upgraded equipment as needed. Two systems were evaluated by officers with good results. The first year would be financially more for the equipment but would reduce in subsequent years. He mentioned funding sources.
- Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Spending Freeze. She highlighted the changes and asked if there were questions.
  - A trustee reiterated the procedure for Department Heads' approval. And, that now the Ordinance covers essential and non-essential spending. Would Department Heads receive a monthly review? The Department Heads can track their spending, but to meet with them quarterly. The Trustees were advised that there are items that would need to be purchased in response to the pandemic crises.
- Trustee Todd reintroduced an Ordinance Declaring a Village -Wide Hiring Freeze and asked for questions. A question was asked if the Fire Department was included in the freeze, and was informed that they

would need to come before the Board if additional staff would exceed the approved budget. Another Trustee stated that if a new position is required, it must be authorized in the upcoming budget process.

- Trustee Todd reintroduced An Ordinance Amending Article II (water) of Chapter 78 (utilities) of the Village Code (Re-hab Water) and asked for questions. She explained the one-line change and why the cost for a water meter was not listed. A trustee asked how the Village tracks those with re-hab water. There is a file in the front office. Mr. Finch further described the system for thirty-day approval.
- Trustee Todd reintroduced An Ordinance Amending Division 3 ( Rules of Procedure). It had been previously tabled. The Ordinance Review Committee was unclear of its intent as there was no original Ordinance on file to amend. Trustee Brewer was called to respond. She recounted the process. The attorney drafted the Ordinance and asked that it be placed on the table as it required additional research (it should actually be tabled again) It was addressed so that two Trustees could recommend an agenda item. There was continued review required. It would not be voted on at the next Board Meeting. The Clerk provided notice that the language in the Ordinance conflicts with the existing Ordinance requiring three Trustees to call a Special Meeting and set the agenda for the said meeting. A Trustee clarified that the agenda can not be changed within forty-eight hours and had been posted.
- Trustee Todd reintroduced the request that the Village Clerk's Duties and Responsibilities be committed to an Ordinance. She sought removal for any reference to the Clerk's Office collecting funds. The Ordinance Review Committee recommended that it should stay as presented by State Statute.
- A Trustee questioned the Clerk's responsibility for the establishment of fees (Fees Schedule) and her duties relative to commissions and committees. The Clerk provided clarification on the roles. The Trustees agreed not to proceed forth with the Ordinance, in spite of the Clerk noting the advantages to assist with the future transition of the office. It was still decided that the Board would not move forward with drafting an Ordinance. They were reminded that the collection of funds should be eliminated along with a review of the numerous instances that required removal.
- Trustee Brewer requested consideration for Pandemic Relief Funds during another Committee Meeting. She asked for a reduction (\$25.00) of water fees for June and July. Discussion ensued on how to handle incidences where the landlord pays the bill; those who are already behind in bill payment; the tentativeness of the Village's finances; the cost was discussed;
- Trustee Williams discussed the need for additional Emergency Management Staff. It was acknowledged that the message to recruit staff had been documented, and the appeal had been made numerous times. Director Vavrik has been recruiting and appealing to others to join the team. The Fire Chief offered to assist.

- J. Morden announced that the bills for the Lincoln Lansing Drainage District would be mailed soon. Thanked Public Works for the removal of shopping carts.
- L. Washington asked for masks and hand sanitizers for residents. The Mayor is seeking the requested items.

---

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

Trustee Bell asked people to stay safe.

Trustee Jasinski asked people to stay safe and thanked everyone for their support in her time of need.

Trustee Brewer had no comment.

Trustee Todd asked people to stay safe and hope that we will get back to normal.

Trustee Grant appealed to everyone to stay safe and stay home.

Trustee Williams asked everyone to be safe and be smart.

---

**ADJOURNMENT**

Trustee Williams moved, and Trustee Brewer seconded a motion to adjourn at 8:39. It was approved by common consent.

---

---

/s/Derrick N. Burgess, Mayor

---

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS  
Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village**

**VIA REMOTE VIDEO – ZOOM**

**Tuesday, May 12, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams (arrived at 7:20 p.m.)  
Absent: None

**Staff Present:** Administrator Chris Williams  
Interim Director/Treasurer Anthony Finch  
Eng. Jim Czarnik

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

Mayor Burgess asked, and Trustees agreed to move the Executive Session to the end of the agenda.

**4. APPROVAL OF MINUTES**

- a)** Motion to approve the revised Journal of Proceedings for the Special Board Meeting of April 16, 2020

Trustee Todd moved, and Trustee Bell seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5. PUBLIC COMMENT**

- P. Couch commented that there had been no response to her letter regarding the pit bull and asked about plans to re-open.

## Mayors' Responses

- Remarked that a letter should have been sent, and the official re-opening of Village Hall is determined by the Governor's determination.

## 6. REPORTS OF DEPARTMENTS

- a. Mayor's Report – Mayor Burgess reported as follows:
  - i. Bid Opening for I-394 Water Main Replacement Project – Seven bids were received and opened. They were received by:
    - Airy's
    - Austin-Tyler Construction
    - Steve Spiess Construction
    - Riccio Construction
    - M & J Underground
    - Archon Construction
    - Olthoff, Inc
  - ii. Partitions were ordered to provide a barrier at the front office windows.
  - iii. Staffing was projected to start as two staff members would be on-site daily.
  - iv. Volunteers who assisted with the Mask Distribution event were thanked.
  - v. He was working on getting PPEs for Village Hall.
- b. Interim Finance Director Finch announced that a letter to residents would go out regarding water bill details. A Water Reading would occur the following month. June 1 is the target for the whole Village to be billed at the same time.
  - i. Corrections for the title of the Village on the letter and how the check should be tender is required.

## 7. REPORTS OF TRUSTEES/ STANDING COMMITTEES

- a. Public Safety Committee – Trustee Gary Bell had no report but commented on his attempt to obtain a generator.
- b. Public Services Committee - Trustee Bernice Brewer had no report
- c. Budget & Finance Committee- Trustee Rodrick R. Grant announced the new budget year and that Mr. Finch should present the proposed budget soon.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd stated that the committee had not met, but an ordinance is needed to amend how residents are billed. The Village Clerk advised that the Ordinance had been amended at the same time as the mode of billing was changed.
- f. Public Events – Trustee Debra Williams announced cancellations of the yard sale and the 4<sup>th</sup> of July event. She reported the Blood Drive netted nineteen units of blood.

## 8. REPORTS OF COMMITTEES AND COMMISSIONS

- a. Senior Advisory Committee – Mr. Farmer had no report

## 9. UNFINISHED BUSINESS

None

## 10. NEW BUSINESS

- a. Motion to Approve the Accounts Payable and Disbursements for \$376,591.07

Trustee Todd moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**MOTION TO RECESS TO EXECUTIVE SESSION**

- b) Mayor Burgess asked for a motion at 7:41 p.m. to recess to Executive Session for the Discussion of Personnel Matters, Update of Pending Litigation and Collective Bargaining Matters, Employment, and Compensation in accordance with (5ILCS) 120/2 (c) (2017).

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**MOTION TO RECONVENE REGULAR BOARD**

Trustee Williams moved, and Trustee Brewer seconded a motion to reconvene the Regular Board Meeting at 10:04 p.m. with all Trustees present at roll call.

**11. GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustees Williams stated, “be safe.”
- Trustees Grant and Jasinski had no comment.
- Trustee Bell inquired if Shugga Shack paid rent for the use of the parking lot. The response was no.
- Trustee Todd inquired if there would be another mask distribution and asked for advanced notice.
- Trustee Brewer inquired if additional PPEs would be provided and announced a grant for reimbursement of such items.
- Mayor Burgess commented on the following:
  - “Be safe.”
  - There would be another mask distribution
  - PPEs are at a premium, but he had been in communication with a company to donate masks.
  - The Village has surface sanitizer.
  - He suggested COVID testing for employees; he will consult with the Attorney.

**12. ADJOURNMENT**

Having completed the agenda items, Mayor Burgess called for a motion to adjourn.

Trustee Bell moved, and Trustee Todd seconded. The meeting was adjourned at 10:13 p.m. by common consent.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411

**Tuesday, May 19, 2020**

**7:00 p.m.**

**Remotely via ZOOM and On-site for the Corporate Authorities**

**Special Note: Technical difficulties impacted the start of the Special Meeting, causing a delay for the beginning of the Committee of the Whole Meeting.**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 9:30 p.m.

- **Roll Call**

On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Chief Barrett, Eng. Czarnik, Atty. McGrath

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

There was no Executive Session

---

---

**DISCUSSIONS**

**THE FOLLOWING ITEMS WERE REMOVED FROM DISCUSSION BY THE REQUESTS OF THE TRUSTEES NOTED BELOW**

---

- **Trustee Williams**
    - Village Administrator Search
    - Finance Director Search
    - Deadlines for Village Stickers, Business Licenses and Pet Licenses
  - **Trustee Sherry Jasinski - House Permits – Tom Pahnke, Safe Built**
- 

- **Mayor Derrick Burgess**

- Bid Opening for Ambulance Services – three (3) bids were received and opened by Mayor Burgess.
  - Bud’s Ambulance - \$75,156.00
  - Bright Start - \$76,000 - \$90,000.00 depending upon negotiated services
  - Kurtz Paramedic Services (AMR) - \$135,000.00 for Branded Services

- **Eng. Jim Czarnik**

- Grant Funding Opportunities – Rebuild Illinois Public Infrastructure Program
  - Mr. Czarnik had technical difficulties but returned to the meeting and provided information on the funding opportunity.

- **Trustee Debra Williams**

- Interim Delegation of Village Administrator’s Duties was discussed, and specific questions were posed:

- Who would handle the FOIA Requests? Trustee Williams offered to serve as interim FOIA Officer.
- Who would manage staff and direct calls? Mayor Burgess stated that he would manage staff, but he would need an assistant. Trustees Williams and Brewer offered to direct and answer phone calls
- Other concerns were for the handling of business and contractors' licenses and plans for the pandemic crisis.

---

**PUBLIC COMMENT**

---

- L. Washington asked that residents be informed on matters concerning the Village.
- P. Couch commented that staff should return to work and the previous report of plexiglass installation

**Mayor Burgess' Responses**

- The Village is following the Governor's orders and the glass will be installed before staff returns to work

---

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Brewer appealed for the Trustees and the Mayor to work cohesively and to stop wasting tax-payers money.
- Trustee Williams expressed concern for information leaked from Executive Sessions.
- Trustee Todd asked residents to be safe, with hopes that the next meeting would be smoother.
- Trustee Grant asked residents to be safe.
- Trustee Bell reported of a food chain that would not consider opening in the Village
- Trustee Jasinski expressed the following concerns: the handling of Executive Session; social media pages impacting the Village; the need for follow-through and transparency, and the need for front office staff to return to work.

Mr. Finch asked to provide the following updates:

Both Audits are out; Budgets were presented to Department Heads; one-month water bills were sent for the southside; a graph is being developed to show billing.

**ADJOURNMENT**

---

Having completed the agenda items, Mayor Burgess called for a motion to adjourn at 10:30 p.m.

Trustee Williams moved, and Trustee Bell seconded. The meeting was adjourned by common consent.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**

**SPECIAL BOARD MEETING**

**OF THE VILLAGE OF SAUK VILLAGE**

**Corporate Authorities**

**SAUK VILLAGE MUNICIPAL CENTER**

**21801 TORRENCE AVENUE**

**SAUK VILLAGE, ILLINOIS**

**VIRTUAL MEETING USING ZOOM**

**Tuesday, May 19, 2020**

**Special Note: Internet connectivity was inferior and lacking at the intended start of the meeting. Trustees sought varying locations for which to conduct the Virtual Meeting on-site, which was to start at 6:00 p.m. A quorum was always maintained. However, the Special Board Meeting was significantly delayed and started at 7:16 p.m.**

**1. CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:16 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Trustees: Bell, Brewer, Grant, Jasinski, Todd Williams  
Absent: None

**Staff Present:**

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath (Remote)

**Mayor Burgess Requested a MOTION TO ENTER INTO EXECUTIVE (CLOSED) SESSION TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH (5ILCS) 120/2 (c) (2017) at 7:17 p.m.**

Trustee Bell Moved, and Trustee Jasinski seconded.

**On Roll Call:**

Ayes: Trustees: Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

## **The Motion Carried**

The Mayor, Village Clerk, and Trustees left the Rotunda of Village Hall and convened the Executive Session in the Senior Center, located inside the Village Hall.

### **MOTION TO RECONVENE SPECIAL BOARD MEETING OPEN SESSION WITH ACTION TO BE TAKEN**

Trustee Bell moved, and Trustee Williams moved to reconvene the Special Board Meeting at 8:25 p.m.

### **On Roll Call**

Trustees: Bell, Brewer, Grant, Jasinski, Todd Williams

Absent: None

### **NEW BUSINESS**

- a) Mayor Burgess called for A Motion to Terminate the Employment of Christopher Williams as Village Administrator.

Trustee Todd moved, and Trustee Bell seconded.

### **Comments/Questions**

- Trustee Brewer commented that the Board should have received a listing of all information before the motion to terminate.
- Trustee Jasinski commented on the many accusations and clarified that the fight was for the position, not the person.
- Trustee Grant expressed the lack of evaluations, notice to the employee if not performing and that the Board had not handled the employment correctly.
- Trustee Bell spoke of his attempts to talk with Mr. Williams and that he failed to provide job descriptions and that he had not followed the request to lay-off staff.
- Trustee Todd spoke to Mr. Williams not evaluating staff, and that staffing patterns were ineffective.
- Trustee Williams spoke of Mr. William's lack of follow-through, not responding to an FOIA Request concerning Ghost Payroll, use of benefit time, lack of communication, and his failure to respond to Trustees' request concerning day-to-day operations.

### **On Roll Call:**

Ayes: Trustees Bell, Jasinski, Todd, Williams

Nays: Trustees Brewer, Grant

### **Motion Carried**

### **PUBLIC COMMENT**

- L. Washington commented on the hiring of the Village Administrator and hostility faced.
- P. Couch commented on the meeting logistics, social media pages that were privy to advanced information
- Mayor Burgess' Responses:
  - The decisions of the Board of Trustees were voted upon, and subsequent actions were taken for the Village Administrator's placement.

- He does not know how privileged information was disseminated. He cannot stop the Facebook dialogue.

#### **GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Brewer spoke of the shameful cost to residents throughout the process; Mr. Williams was thrown under the bus; and benefits to other employees.
- Trustee Williams spoke of the need for them to do better as they dropped the ball, yet the Village Administrator had been forewarned of the issues, and the need for the Mayor and the Board to work together.
- Trustee Todd acknowledged that the Board did not evaluate the Administrator; she spoke on three previous employees, the Administrator's failure to respond to e-mails, and his premise that some questions were not within the purview of the Trustees.
- Trustee Grant commented that they all played a role in his demise and hoped that the Board establishes ground rules going forth. The responsibilities were significant and the need for supportive Department Heads.
- Trustee Bell stated the need to be more diligent and apologized to the town for wasting its money.
- Trustee Jasinski stated that she hated that the VA was terminated as they fought for the position, but they made a mistake in the hiring process.
- Mayor Burgess had no comment.

#### **ADJOURNMENT**

Having completed the agenda items, Mayor Burgess called for a motion to adjourn at 9:09 p.m.

Trustee Bell moved, and Trustee Williams seconded. Though no former Roll Call was made, the meeting was adjourned by common consent.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**  
**Board Meeting**  
**of**  
**the Corporate Authorities**  
**Village of Sauk Village**  
**VIA REMOTE VIDEO - ZOOM**

**Tuesday, May 26, 2020**  
**7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:01 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Interim Director/Treasurer Anthony Finch, Fire Chief Stephen Barrett

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Session

**3) MOTION TO RECONVENE REGULAR BOARD**

**4) APPROVAL OF MINUTES**

a. Motion to Approve the Journal of Proceedings for the Special Committee Meeting of April 28, 2020  
Trustee Todd moved, and Trustee Jasinski seconded

Comment:

Trustee Brewer did not understand a point on Pg. 2. An attempt was made to clarify.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Brewer

**Motion Carried**

b. Motion to Approve the Journal of Proceedings for the Board Meeting of April 28, 2020

Trustee Todd moved, and Trustee Bell seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

- P. Couch inquired about staff payments.
  - 3)** Mayor Burgess responded that he was unaware that staff were still being paid and the letter advising them of a reduction in pay was required, and that he was aware of the Fire Chief's stipend

**6) REPORTS OF DEPARTMENTS**

- a. Mayor's Report - Mayor Burgess reported the following:
  - i. Grass cutting for vacant houses and properties is being done with the same company previously contracted (Larrell). He asked to be notified of sites requiring mowing.
  - ii. Village Hall would be re-opened, June 1, 2020, with necessary safeguards.
  - iii. PPE had been ordered.
  - iv. Did the majority of the Trustees approve the Fire Chief's stipend, and was he paid? How many were provided? Trustees did not vote on the previous stipends but were asked for approval for the current period. Mayor Burgess did not receive the final consensus. However, few employees receive paper checks. Trustees were not asked initially, but they had declined the last request. The Clerk requested to receive all responses for this matter. Recommendations to include the Clerk in correspondences and communicate appropriately going forth.

Comments/Questions

Did the Lawn Service go out to bid? To the "No" response, he replied that going forth; there should be bids.

Did we get the grant? Yes

There were concerns that the landscaper did not clean up properly. (Affected addresses should be sent to Mayor Burgess.

- b. Village Clerk's Report- Clerk Campbell-Pruitt:
  - i. Thanked members of the Fire Department who assists with food delivery to residents and
  - ii. Appealed to all for Census Survey Completion, and gave the completion rate for that date.
  - iii. Apologized for the technical difficulties impacting the previous meeting, and she provided a review of the use for the meeting participation via ZOOM.
  - iv. Village Stickers were received for sale on June 1, 2020, and should be displayed before July 1, 2020, but the late fees may be waived.
- c. Mayor Burgess read the Emergency Management Report provided by the Director. The report will be filed with the certified minutes; he read the Police Report supplied by the Police Chief, and he read the Engineer's report. The reports will be filed with the certified minutes.
- d. Interim Finance Director- Anthony Finch reported:
  - i. That he had spoken with the attorney regarding the contracts, and they are seeking a two-year contract. The membership does not believe that the Village is negotiating in good faith. He proposes a \$500.00 deductible with the Village picking up the difference.
  - ii. That the Board must decide how aggressive to be in collecting funds for water bill as the uncollected funds are \$872,000 as of 4/30 2020, and those funds are needed to pay for garbage collection.
  - iii. He received one quote for a kiosk but is seeking two additional before discussing it further.
  - iv. He had sent an email concerning the HR and Village Adm. Positions. But he stated, if we do not get one, a staff accountant is needed immediately.

- v. He confirmed that Kane McKenna had not been paid, and the staff took it off the Aging Report to reduce the number of persistent questions. Kane McKenna may walk away instead of insisting on the funds, but the Village would likely need to locate another company to provide the same services.
- vi. Miller Cooper and a TIF Audit is forthcoming.
- vii. Payroll systems, there are only three reliable, can review PayCheck, and Paylocity, but the decision should be dependent on the quality of service needed for day-to-day operations, as ADP has been lacking. Department Heads should be involved in the process.
- viii. The Village Administrator and Human Resource positions are a necessity. There is too much on him.  
Question: Where are we with the Forensic Audit? He has been responding to the company as needed and has provided information as requested.

## 7) REPORTS OF TRUSTEES/ STANDING COMMITTEES

- a. Public Safety Committee – Trustee Gary Bell had no meeting or report.
- b. Public Services Committee - Trustee Bernice Brewer had no meeting or report.
  - i. Comments: Trustees must be more diligent with knowing about funds for the stipends. She asked how a salary increase could be provided during a Hiring Freeze; How would new individuals be compensated during a Hiring Freeze; ADP contract is up for renewal, will there be a new bid? How much were staff overpaid; inquired who authorized the payment for Kane McKenna, if not paid, why was it not on the aging report? Mayor Burgess responded that Kane Mckenna would be available next month for a Committee Meeting. A detailed email was provided by the administrator for approval for payment to Kane McKenna.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant – reported that the department heads were presented their budgets. A preliminary budget for the Board will be available soon. He addressed the discrepancies of the water bill, its scheduling, and timely mailing.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no meeting or report.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no meeting or report.
- f. Public Events – Trustee Debra Williams reported that many planned events were canceled, but announced that a Food Box Distribution was in the works

## 8) REPORTS OF COMMITTEES AND COMMISSIONS

- A) Senior Advisory Committee – Mr. Emmet Farmer inquired when the Center could begin rentals and the need to give back deposits for previous bookings.

## 9) UNFINISHED BUSINESS

- a. Motion to Approve the Recommendation to Accept a Bid for the I-394 Water Main Replacement Project for M and J Underground, the lowest bidder.

Trustee Bell moved, and Trustee Williams seconded

### On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

## 10) NEW BUSINESS

- a. Motion to Approve the Accounts Payable and Disbursements for \$380,984.23.  
Trustee Williams moved, and Trustee Bell seconded

A question was asked if the amount includes the amount for postage.

### On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

b. Motion to Approve a Recommendation for the Bid for Ambulance Services

A motion was not called as the company was asked to address the Board at the next Committee Meeting.

A question was asked if a motion was needed to remove the item from the agenda.

A question was asked if the Village had communicated with Bud's Ambulance concerning the non-renewal of their contract. Yes, there has been a discussion.

The need for three bids was questioned and if the others would come before the Board for a presentation. The lowest bidder is not the company to address the Board relative to the RFP. The others would not be invited to address the Board.

**11) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Williams made several requests and comments, that would be sent to the Clerk as there were too many to digest. The report will be filed with the certified minutes.
- Trustee Todd asked about the need for an Ordinance to amend what is in place to extend deadlines? If past the end of June, a temporary Ordinance is required. The attorney responded to develop a simple Ordinance to extend deadlines.
- Trustee Jasinski was happy that the staff would be returned. The letter to the resident concerning the pit bull continues a need to be addressed; she asked for a scope of work for the Community Development Director and others. She discussed the sign for a new business that is not within code and its proposed drive thru. Mayor Burgess will follow-up. Who is handling signs, variances, billing, etc.? She would send her list of unanswered questions again. She was asked to send them to the Clerk for distribution.
- Trustee Grant had no comment.
- Trustee Brewer asked that lay-offs and furloughs be addressed, she requested a cash report, how much is being paid on the water bills, how others are coming on board, and the amount required to enlist their services. She made another request for invoices from Kane McKenna. Mayor Burgess suggested that the discussion, along with a list, be provided to Mr. Finch for a response.
- Trustee Bell stated that the contracted work had not lowered the payroll costs.
- Mayor Burgess reported on PPE items that were on hand and those ordered. He addressed lay-offs and furloughs and stated our revenue from taxes was not expected until November. Mayor Burgess stated that he and the Board would need to entertain the concepts of furloughs and lay-offs across the board, not just one area. He is checking to determine if an Official could serve as the FOIA Officer. He spoke of the importance of having someone work for Human Resources area, and he needs someone to assist him with correspondences. Trustee Brewer mentioned the FEMA Grant and if the Village is collecting all invoices relating to COVID – 19. They are being collected and submitted at the appropriate time for reimbursement.

**12) ADJOURNMENT**

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 8:37 p.m.

Trustee Williams moved, and Trustee Brewer seconded. The meeting adjourned by a voice vote and common consent.

Be advised that Board Minutes dated 5/26/2020 were submitted to the Board of Trustees for review on 6/16/2020 and approved 6/26/2020. They were presented and approved timely.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, June 2, 2020**  
**7:00 p.m.**  
**VIA REMOTE VIDEO - ZOOM**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:06 p.m.

- Roll Call

On Roll Call were Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams  
Others in Attendance: Chief Barrett

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

There was no Executive Session

**MOTION TO RECONVENE**

---

- **Mayor Derrick Burgess introduced the following two organizations:**

- Ambulance Services Provider – Bright Star, the presenters were Dionte Holmes and Stanley Nevels. They presented the intended deliverables if the Village would engage them in a contract:
  - Twenty-four hours onsite coverage
  - Day Car to be provided during peak time 12 am – 12 pm
  - CPR
  - EMT Training at no cost, but fees would come to the Village
  - Contact Supervisor with one, a resident of Sauk Village seven days a week
  - Participation in community events, blood pressure, and medical exams
  - S.V. Branded vehicles
  - Maintenance, gas, and insurance
  - The Bid is for \$80,000.00 for three years and an increase of up to 10% after that.

Trustees had the following questions/concerns addressed:

- The Attorney did not review the contract, but, would do so before adoption
- The language recommended for editing concerned default of 60 days and termination without notice
- The second car or day car was clarified

- Monday – Saturday would be peak hours; a car can be available as needed on Sunday
  - The length of time for the contract must be agreed upon; whether, it is four or five years, or to be renegotiated in the fourth year. All references to the length of time will be revised to show four years.
  - The fleet is newer and up to code
  - EMT classes would be as early as September
  - Bright Start has provided service to surrounding communities for nine years. No municipalities, but serve nursing homes and Will County
  - The document would be sent to the Attorney and Trustees for adoption at the next Board Meeting or on June 23, depending on the readiness of the contract.
- Lenny's Gas & Wash Operations
    - Leonar McEnery asked to sell beer and wine on Sunday mornings only. They would be packaged carry-out to begin at 8:00 a.m. opposed to noon. He asked to have the capability to match the competitors and to keep the sales within the Village.
- Trustees had the following questions/concerns addressed:
    - A volume increase is expected
    - During that period, only packaged goods would be sold. There would be no under-age sales.
  - Mayor Burgess would send the Ordinance to the Attorney for an amendment to include all businesses.
  - A consensus of the Board was taken, and it was decided that the item would be included on the June 9, 2020, agenda for a vote. A Trustee asked to review the original Ordinance.
- Trustee Sherry Jasinski stated concern for the permit process and for handling in-house permits and inspections.
    - Housing Permits – Tom Pahnke, Safe Built, introduced himself and provided his credentials. He provided the following:
      - His service is set by an Ordinance
      - He explained the process. There is an administrative fee; an example is if the inspection costs \$95.00, \$75 goes to Safe Built and \$20.00 to the Village. The full payment is derived from the application fees. None is from the General Fund.
        - Mr. Pahnke cited the following issues
          - Permits are not being sent to the Permit Tech for inspection scheduling
          - Difficulties in getting payment. The Village is six-month delinquent
          - Housing inspector is not necessarily certified, and there is no verification process
          - In-house Inspections are offensive
          - He wishes to strengthen the front office process to send the inspection request sooner.

- Trustees had the following questions/concerns addressed:
  - Independent inspections were bided by one company, Safe Built.
  - Invoices were submitted to Mr. Finch, and those funds should be set aside for Safe Built as the funds are not taken from General Funds
  - In-house inspections should be reviewed by the Attorney.
  - Issues of the mold in homes were discussed. Safe Built was not involved as they only do construction inspections.
  - Going forth, Mr. Pahnke was asked to communicate issues with Mayor Burgess.
  - The breakdown of the process is a training issue, and the Mayor will meet with him, the front office staff, and the Community Development Director
  - In-house permits would be addressed and improved, with a report back to the Board.
  - The contract with Safe Built is an annual contract that automatically rolls over.
  
- Village Clerk Marva Campbell-Pruitt addressed the following
  - Department Head’s Reports – The Clerk asked for consideration that Department Heads follow standard industry procedures concerning reports, and rather than them providing reports every two weeks, that they submit reports at the end of the month.
    - Trustees requested that Department Heads continue to provide reports every two weeks to ensure accountability, transparency, checks and balances, and more information.
    - The Mayor stated that Department Heads when asked, must meet the obligation. They will be asked to submit their reports as requested.
    - CodeRed should be utilized more, and incidents must be reported.
  - Trustee’s Reports – The Clerk reminded Trustees that they are required, by code, to provide monthly reports towards their Standing Committees. She asked that the Mayor and Trustees provide said reports, and to provide the reports being read at meetings rather than only announcing their next meeting. There were no questions or comments. The issue was not resolved.
  
- Trustee Debra Williams discussed the following:
  - Interim Delegation of Village Administrator’s Duties and Village Administrator Search. Trustee Williams sent the current duties and asked that they are reviewed and amended. The administrative responsibilities must be reviewed and asked that interim positions be discussed in the next meeting’s Executive Session.

Trustees had the following questions/comments:

- It was recommended that the Village Code knowledge and state statutes should be added as an experience.
- The Administrator role, as presented, is too expansive and, a Human Resources consultant is needed.
- The positions were not in the budget, and there is a Hiring Freeze.

- The Human Resource position can be limited to ten hours weekly, and job descriptions would be that individual's responsibility
- Finance Director Search
  - The advertisement has expired and must be updated
- Interim Staffing Requirements
  - Were already discussed.

Trustees had the following questions/comments:

- When would all staff return to work?
- Have applications for business licenses and permits been mailed?
- The process for issuance of licenses and permits requires review.
- How were purchases of the new computers being monitored:
- There was a question about the FOIAs and who was attending that detail, and, if the person was paid, the offer of Trustees to assist was not taken into consideration. The volunteer has already been through the training.
- Communication with Trustees could offset resistance as the volunteer should have been discussed with the Trustees.
- There was a request to review the salaries in the upcoming budget, with attention to the hiring and salary freezes.
- Deadlines/Extensions for Village, Business, and Pet Licenses
  - Notices of all extensions until the end of July must be communicated
- Trustees had the following questions/comments:
  - A question on how the water billing was calculated. Clarity was provided, and the information will be conveyed in the next water bill.
- Trustee Bernice Brewer
  - Contractual Matters- Trustee Brewer discussed the need for all contracts to be reviewed and approved by the Trustees. The need for a bid if the contract was over \$10,000.00. She stated state statute and Village Code regarding designated line items in the budget.
    - The need to establish rules and procedures for contracts, perhaps an Ordinance, is needed.
    - Issues with Kane McKenna and Verizon contracts and the need to monitor them within 30-60 days before the expiration of contracts
    - Discussions ensued about the company that installed the plexiglass protective barriers and their qualifications. The process was communicated to and from the Village Administrator. A copy of their license, the qualifications, and the contract were requested.

- The Clerk asked that the established policy for emailed communication and consensus be followed to ensure that all information is communicated with and between Trustees to negate lack of follow-through.
- Trustee Gary Bell
  - The discussion of the Fire Chief Position was deferred and would be considered during the budget process. He commented on the positive impact of the current Fire Chief. Trustees commented favorably as well and the need to start the budget process.
- Interim Finance Director
  - Financial Updates – Mr. Finch was not present for discussions.

## **PUBLIC COMMENT**

---

- J. Daley, L. Daley, and R. Robinson commented on the unfairness of the bid process for ambulance service, the scope of services, and the company's success rate. Spoke of the need to research the costs of providing 24/7 services; EMT classes.

Mayor Burgess commented that the contract would be awarded at the next board meeting. If there is a dispute, the RFP and contract would be reviewed with the Attorney. He expressed his appreciation for their comments and services to the Village.

- P. Couch questioned the Police Chief's salary, commented on the hiring freeze, village and animal licenses, the temporary entrances and exits for seniors, volunteer, and a police report, received no CodeRed and FOIA response

Mayor Burgess stated that he would check on the Chief's salary, the Village would review the process for entrance and exits; CodeRed was addressed by the Clerk and the one alert sent and that there were no others were provided; The FOIA was discussed previously.

- S. Davenport spoke of the need for mandate reporting, and communication needs via CodeRed; water bills; the plexiglass shield is positive.

Mayor Burgess re-stated the plan to provide the process for water billing and spoke on the type of shield

- J. Cast expressed concern about the CodeRed ineffectiveness; lack of transparency; the number of empty houses and high grass; the budget and its hearings; pay raises; Falco and his replacement; and the police department's upgrades

Mayor Burgess stated that CodeRed notifications should be sent; he asked that addresses for high grass should be sent to his office; budgets will be addressed with Department Heads; pay raises will be negotiated; the police department is being upgraded, and consideration for another canine unit is being entertained.

- D. Holmes re-affirmed the services that Bright Star could provide.
-

**MOTION TO RECESS TO EXECUTIVE SESSION - There was no Executive Session**

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Bell asked residents to look out for one another.
- Trustee Brewer stated that contracts need to be reviewed and policy and procedures need reviewing, and information should be provided in advance of the presentations; she requested Aging reports and an item that was removed; she requested confirmation on payment to three employees and to review all payroll every two weeks; she mentioned the hiring and spending freeze and the attempt to provide raises; The I-Team should give information.
- Trustee Jasinski asked about the lack of communication concerning the closing of McDonald's and the storefronts that were vandalized. Residents should have been alerted via CodeRed.
- Trustee Grant stated his view of the Village Hall reopening and appealed to all to practice safe distancing.
- Trustee Todd asked about the new business and if they knew that a drive-thru would require Code approval; the lack of communication to residents concerning the looting and rioting that took place and information should have come from the Mayor or Clerk.
- Trustee Williams reported the next Committee meeting on June 10<sup>th</sup>, the Food Distribution planned for June 12<sup>th</sup>. She asked that the Mayor, Trustees and the Clerk participate; the canine position should be returned; the need for official communication with residents and Trustees in times of an emergency; and she read a letter from Commissioner Donna Miller. Trustee Williams will provide a copy of her report to the Clerk's office.
- Mayor Burgess reiterated that windows were broken but that there was no looting or riots. He advised of his communication with the Police Chief and the steps taken to secure the businesses. He read a message to be disseminated by the Clerk via Email e-blasts, e-news, and to the Trustees.

**ADJOURNMENT**

Having completed the agenda items, Mayor Burgess called for a motion to adjourn at 10:48 p.m.

Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call:**

Ayes: Trustee Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

Be advised that Board Minutes dated 6/02/2020 were submitted to the Board of Trustees for review on 6/16/2020 and approved 6/23/2020. They were presented and approved timely.

---

Derric N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

**Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village  
VIA REMOTE VIDEO – ZOOM and ON-SITE**

**Tuesday, June 9, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:18 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Interim Director/Treasurer Anthony Finch, Fire Chief Stephen Barrett

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess asked for a motion to Discuss Personnel and Litigation, Review of Executive Board Minutes, and Real Estate at 7: 22 p.m.

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: Brewer

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD With Action to be Taken**

The Board Meeting reconvened at 9:

**ON ROLL CALL**

Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

a. Motion to Engage the Services of a Human Resources Consultant  
Todd Brewer

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Board Meeting of May 12, 2020

Trustee Todd moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve the Journal of Proceedings for the Special Board Meeting of May 19, 2020

Trustee Bell moved, and Trustee Todd seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve the Journal of Proceedings for the Committee Meeting of May 19, 2020

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- d. Motion to approve and hold the Executive Board Meeting Minutes of May 19, 2020

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- e. There was no need to call a vote for Item E as the motion to hold the minutes had previously carried.

**5) PUBLIC COMMENT**

- J. Cast asked about copies of Accounts Payable; lacking transparency and accountability where a homicide was concerned; not receiving police data; outdated Sargent's List

**Response:** Accounts Payable is available after its approval. Will seek protocol concerning the transition of the youth; It and the Sergeant’s List was discussed in the Police Chief’s report.

- Mr. Robinson of 911 and Bud’s Ambulance asked to be paid the outstanding balances timely and wished the Village well. He made their services available until July, if needed.
- P. Couch discussed the grass cutting that was recommended; the participants being muted on the call; fireworks.

**Response:** The Village Clerk provided logistics on how all participants on Zoom are muted and that their video is off upon entry. Mayor Burgess addressed fireworks and grass cutting efforts.

- R. Bishop discussed the lack of grass cutting and the retention pond in the Carolina Sub-division  
**Response:** Mayor Burgess will research who provided the services last year. He asked that addresses of the offending homes be phoned into the Village. He stated that he would send her an e-mail response the next day.

- L. Washington complimented the PPE Shield and the police car presence as positive. She expressed concerns for the loud, expletive music is offensive; Human Resources position; the possibility of a Police Blog.

**Response:** Mayor Burgess expressed appreciation for the acknowledgments; The loud music should continue to be reported and advise of the potential fines.

## 6) REPORTS OF DEPARTMENTS

- a. Mayor’s Report – Mayor Derrick Burgess, stated
  - i. Mentioned the unrest and is proud of Sauk Village in that we did not have the looting and damage of other municipalities. He was hopeful that the Village would continue to follow guidelines regarding social distances and to wear masks and wash your hands. The new norm will be our reality.
  - ii. Announced that he still has masks available
- b. Village Clerk – Ms. Marva Campbell-Pruitt, reported on the Census and the committee’s outreach efforts. She announced that the current completion rate was 56.6%. She appealed to everyone to complete the questionnaire.
- c. Village Engineer – Mr. Jim Czarnik provided an update on the 2019 maintenance hole project study. The report will be filed with the certified minutes. He made recommendations to continue to apply for a loan through the Environmental Protection Agency.
- d. Village Attorney – Atty. Mike McGrath
- e. Treasurer’s Report – Mr. Anthony Finch

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Interim Director Anthony Finch
- b. Fire Department - Chief Stephen Barrett, provided stats on the number of calls answered, and the efforts to sanitize the fire station.
- c. Police Department - Chief Malcolm White, addressed some of the public commenters and asked that the calls be steered to him. The Board of Police and Fire Commission have been meeting and developing a schedule. He provided the data on the calls for service and arrests. He announced a June 15, 2020 training that would be shared with the Village of Lynwood. He provided a criminal update from the November 26, 2019 incident, and explained why transparency could not be readily evident during investigations.
- d. Emergency Management Agency – Trustee Todd read the report that will be filed with the certified minutes outlining the efforts from May 2020.

- e. Public Works – Director Kevin Weller was not present.
- f. Community Development – Mayor Burgess, read the report that will be filed with the certified minutes. He announced a grant received for \$500.00. Business License renewals have been sent out.

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell, had no report.
- b. Public Services Committee - Trustee Bernice Brewer reported the efforts to gain access to CIVIC. Trustees can opt-out of the process.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant, had no report. He announced the budget meetings between Mr. Finch and the Department Heads. He would be bringing back the Finance Policy for review at the next Committee Meeting.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski has no report. She hoped to meet in July.
- e. Ordinance Review Committee - Trustee Linda L. Todd stated that they have not met and hoped to meet in July.
- f. Public Events – Trustee Debra Williams announced the meeting the following evening. She announced the Food Distribution with many partnerships on July 12, 2020.
  - i. Mayor Burgess asked for clarification on logistics to ensure they were covered.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

- a. Motion to Approve the Accounts Payable and Disbursements 23660.64  
Trustee Williams moved, and Trustee Todd seconded

**Comments:** Trustees had not received the requested payroll information for employees, and there was a record to pay Bud’s. A question from the Mayor about how they would know if individuals were being overpaid.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

- b. Motion to Direct the Village Attorney to Notify Bud’s Ambulance Service that its Contract with the Village of Sauk Village is Being Terminated.

Trustee Williams moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustees Brewer, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Bell

**Motion Carried**

- c. Motion to Approve the contract with Brightstar to Provide Ambulance Services to the Village of Sauk Village.

Trustee Brewer moved, and Trustee Todd seconded

Comment: A Trustee asked if the recommended changes been made to the contract they were readying to ratify. He was informed that the changes had been made.

**On Roll Call**

Ayes: Trustees Brewer, Grant, Jasinski, Todd, Williams

Nays:

Abstain: Trustee Bell

**Motion Carried**

- d. Motion to approve an Ordinance Amending sec. 6-62 (closing hours) of Article III (standards) of Chapter 6 (alcoholic beverage establishments) of the Sauk Village Municipal Code to Change the Time for Retail Sales of Liquor.

Trustee Todd moved, and Trustee Brewer seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd

Nays: Trustee Williams

**Motion Carried**

**12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

Trustee Brewer reiterated the requested materials not received with hopes to receive the data.

No Comments from Trustee T

Trustee Jasinski requested a response to her inquiries

Trustee Williams spoke of the police presence during the pandemic. She expressed concerns about the fireworks.

Trustee Grant thanked the first responders for keeping us safe. He thanked the Police Chief for his detailed report.

Mayor Burgess promised to respond to the requested emails from Trustees.

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 10:51 p.m. Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd

Nays: Trustee Williams

**Motion Carried**

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

Be advised that Board Minutes dated 6/09/2020 were submitted to the Board of Trustees for review on 7/8/2020 and approved 7/16/2020.

**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, June 16, 2020, 6:00 p.m.**  
**Remotely via ZOOM and Teleconferencing**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 6:05 p.m.

- **Roll Call**

On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Interim Finance/Treasurer Finch, Police Chief White, arrived later to the meeting.

---

---

**DISCUSSIONS**

---

- **Police Chief Malcolm White**

**Chief White was not in attendance at the start of the meeting. He presented it later during the meeting.**

- **Village Clerk Marva Campbell-Pruitt**

- An Ordinance Establishing Open Meetings Act Remote Attendance & Disaster Remote Meeting Policies

- The Village Clerk discussed the Ordinance and justified its need relative to a remote meeting. The item would be on the next meeting for ratification. A question was asked about verbatim recordings and was informed that the ZOOM Meeting is being recorded, but it does not pertain to meeting minutes.

- **Trustee Rodrick Grant**

- Finance Policy and Procedures

Reintroduced the document and had asked and received a few comments from Trustees. The feedback received was made and red-lined for ease of reading. He asked each Trustee individually if there were other comments.

Additional questions were asked about written bids; the Interim Village Administrator reviewing the document; and a list of changes had been presented; requested legal guidance pertaining to those who would approve financial documents; investment policy, contracts, and procurement were missing; separation of duties; it appears to be a home-rule policy. Trustee Grant clarified the concerns and highlighted the location in the document where the referenced items were located; All

processes were asked to be included in the policy. Trustee Grant will follow up with sending the document to the Attorney after the Interim Village Administrator and Finance Director provided recommendations, and he asked that the document be brought back for review.

- **Trustee Bernice Brewer**

- Spending Freeze

- Trustee Brewer asked questions about the spending freeze before suggesting additional appropriations for PPE. She stated that the Settlement Agreement allowed for training expenses for CIVIC and asked about the Forensic Audit.

- She spoke of the need to separate MFT Funds and CDBG Grants. Mayor Burgess shared the regulations of CDBG and how to utilize MFT funds to offset costs that the CDBG funds do not cover. Neither are subjected to the Spending Freeze recently approved. PPEs can be included in the upcoming budget.

- Comments

- Mr. Finch provided an update on the proceedings of the Forensic Audit and the Annual Audit. The training was not in the previous budget and did not recall it being in the Settlement Agreement. He does not agree with legislative bodies having access to systems. Access was intended for data, as the company cannot make the needed provisions to ensure its confidentiality and stability by making it “read-only” access. He clarified that his department had provided financial information as requested.
      - Trustees responded accordingly: The Board was not in agreement with all Trustees having access as it was needed. A solution would be to place the Village Administrator responsible for securing the requested information. The Settlement Agreement was read clarifying access to review only, and that training was not included.

- **Police Chief Malcolm White**

- The Chief provided two presentations to provide background, history of availability of both agreements to be voted on at the upcoming Special Board Meeting.

- StarCom User Agreement (Portable Radios)
  - Contract with AXON (Body Cameras) (Both sides of the document were not printed. He will send it.) He recommended utilizing funding through DEA.) Additional add-on capabilities were discussed. He mentioned other companies for which he does not endorse.

- After the presentations, it was agreed to vote on both contracts with the stipulations as stated.

- Comments/Questions

- The Mayor asked for clarification on costs, and a Trustee asked if there was a policy in place and to have it available to Trustees. There is no policy.

- **Trustees Gary Bell & Debbie Williams**

- Hiring an interim part-time Village administrator (Ordinance and Consultant Agreement)
- Hiring a Human Resources Consultant (Consultant Agreement)

- Trustee Williams took the lead in discussing the amended Ordinance and the agreements. She discussed items that were redlined that should remain concerning personnel, to over-seeing employee issues in the absence of a Human Resources staff. She addressed the language in the Human Resource's agreement Consultant's language recommended by the Mayor to include the Mayor and consent of the Board of Trustees for the appointments.

- She discussed the longevity of the contract and how the agreement can be terminated. Some items required corrections. Those agreements would be presented and shared with the Trustees before sending back to the Attorney.
- She stated that she did not agree with an increase in payment after 90 days for the Village Administrator. Evaluation Process is required within the 90 days.

#### Comments/Questions

Trustees expressed concerns with the need to firm up the sole responsibilities of the Human Resources position as it is not so static. There should be two separate Ordinances. Concerns were expressed that the Village Administrator recommends to the Board, salaries of employees as it is not within the purview of the Board. The HR person should not be considered temporary without concern who would pick up the slack of the responsibilities. There is hope that both positions should remain in the Village indefinitely. The changes require correcting before ratifying the Ordinance as the dollar amounts are incorrect, and there are many changes needed. A Trustee asked to include in the two separate Ordinances, greater specification of the days and number of hours to be worked.

The agreements and Ordinance will be on the upcoming schedule for ratification. They can be amended as needed.

- **Treasurer Anthony Finch**

- Insurance Broker, Kahlil Hogan, provided a presentation on the Village's insurance premiums of the HMO and PPO coverage, the rates for individuals, and families in varying denominations. Employee and employer contributions were presented for both. He discussed an increase in the PPO coverage deductibles for employees, but with the actual amount being paid by the Village. The recommended PPO would still be a cost-saving for all concerned. With the Village realizing approximately \$73,000.00 a year. HMO coverage is unchanged.

#### Comments/Questions

- Concern was expressed on the lateness of receiving the document. A plan was discussed to send the document to the Attorney and to discuss the insurance options with the employees via a presentation. A decision is not needed until August 1, 2020.
- Union Contract
  - Mr. Finch spoke of the possibility of going to Arbitration. He would like to bridge both contracts in 2021 to ensure that they are in sync. He also confirmed the pay increase and the need for clarification for the terms of the retro pay. Once the Trustees approve the change, the proposal would be presented to the Union and the Attorney.

---

#### **PUBLIC COMMENT**

---

- P. Couch spoke of the yard being mowed, though it is unfinished. She asked about improvements on streets Paxton and Shirley from the repairs from numerous years ago; and an FOIA from March 12<sup>th</sup>.
  - Mayor Burgess discussed his efforts with correcting the issue with the grass and informed that that project is in the queue. The FOIA will be resent.
- J. Cast read information from a legal group concerning volunteers and FOIA responses.
  - Mayor Burgess responded that the Village Attorney confirmed that a volunteer could answer FOIAs. He would verify the insurance and bonding mentioned.

#### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Brewer spoke on the unaccountability of funding and Trustee approval of payment, access to documents, the Settlement Agreement, and the ability to have information.
- Trustee Jasinski asked for transparency and that her requests and questions be fulfilled.
- Trustee Todd asked about a temporary Ordinance to post-pone the deadlines for stickers, pet licenses, business licenses, etc. Mayor Burgess responded to his attempts to communicate with the Attorney.
- Trustee Williams reported on 500 – 1,000 boxes of donated food at Bloom Township and that going forth, she would need to undergo a former process. She reminded them of her offer to complete the FOIAs, the inability to receive reports on them as requested. She discussed pages on Social Media that provide inaccurate information, and items on the SVI page needs correction.
- Trustee Grant reminded of the meetings scheduled to meet with Department Heads on their budgets
- Trustee Bell asked about the food tax at Pop's, a modular home request, and a staff who is working from home. Mayor Burgess responded to the food tax and stated it would likely go to litigation. He mentioned HIPAA Laws making it impossible to discuss employee's health.
- Mayor Burgess spoke of his attempts to be transparent. He took exception to statements that the Village and Village Hall is in disrepair and the accusations of misappropriation of funds.

#### **ADJOURNMENT**

Mayor Burgess asked for a motion to adjourn the meeting at 9:52 p.m. Trustee Brewer moved, and Trustee Williams seconded.

On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Committee of the Whole Minutes dated 6/16/2020 were submitted to the Board of Trustees for review on 7/21/2020 and approved 7/28/2020. They were outside of the OMA thirty (30) day guidelines.

**Journal of Proceedings  
For the Special Meeting  
OF THE VILLAGE OF SAUK VILLAGE  
Corporate Authorities  
SAUK VILLAGE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS  
VIRTUAL MEETING USING ZOOM**

**Tuesday, June 16, 2020  
7:00 p.m.**

**(Immediately following the Committee of the Whole Meeting)**

**1. CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 10:03 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remotely: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Interim Director/Treasurer Anthony Finch, Fire Chief Stephen

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**3) MOTION TO ENTER INTO EXECUTIVE (CLOSED) SESSION**  
There was no Executive Meeting.

**2) MOTION TO RECONVENE SPECIAL BOARD MEETING OPEN SESSION**

**3) PUBLIC COMMENT**

- P. Couch spoke to the need to move forward with hiring new people.
- L. Washington asked if the positions were posted or if a search was conducted?

**Response:** Mayor Burgess reported that the positions were posted on the Village website. He does not know who recommended the candidates

**4) NEW BUSINESS**

- a) Motion to Approve an Ordinance Establishing Open Meetings Act Remote Attendance & Disaster Remote Meeting Policies

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b) Motion to Approve an Ordinance amending Article IV “Officials and Employees” of Chapter 2 “Administration” of the municipal code to amend the duties of the Village Administrator and create the position of Human Resource Consultant. (Tabled)
- c) Motion to approve the Consultant Agreement between the Village of Sauk Village and Sonya K. Douglas, Consultant. (Tabled)
- d) Motion to Approve the Village Administrator Agreement between the Village of Sauk Village and Jerry Hurckes, Consultant (Tabled)

**7. Comments of Mayor and Trustees**

- Trustee Brewer responded that in the past, positions were not approved with the consent of the Board; she had asked for agenda items that were not included
- Trustee Todd had no comment
- Trustee Jasinski asked for requested information; and that the Trustees are informed on matters
- Trustee Bell stated that this is not a platform for politics
- Trustee Williams asked when we would move to Phase IV to end Zoom Meetings: The Board Meetings are not a platform for political campaigning
- Trustee Grant had no comment

**8. Adjournment**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 10:20 p.m.

Trustee Brewer moved, and Trustee Williams seconded.

On Roll Call

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**Trustee Bell was present, but technology failed.**

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

Be advised that Special Board Minutes dated 6/16/2020 were submitted to the Board of Trustees for review on 7/9/2020 and approved 7/14 2020.

**Journal of Proceedings**  
**Board Meeting**  
**of**  
**the Corporate Authorities**  
**Village of Sauk Village**  
**VIA REMOTE VIDEO - ZOOM**

**Tuesday, June 23, 2020**  
**7:00 p.m.**

**1. CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:13 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Interim Director/Treasurer Anthony Finch, Police Chief Malcolm White,

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess asked for a motion to Discuss Personnel and Litigation, Collective Bargaining, and Real Estate at 7: 15 p.m.

Trustee Bell moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD With Action to be Taken**

The Board Meeting reconvened at 8:30 p.m.

Moved by Bell, and seconded by Trustee Jasinski

**ON ROLL CALL**

Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

**Trustee Todd Moved, and Trustee Williams to table the actions from Executive Board Meeting as follows:**

- i) Motion to Approve an Agreement Between Village of Sauk Village and United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union AFL-CIO (Public Works Employees)
- ii) Motion to Approve an Agreement Between Village of Sauk Village and United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial, and Service Workers International Union AFL-CIO (Office & Technical Employees)

**ON ROLL CALL**

Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Board Meeting of May 26, 2020  
Todd moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve the Journal of Proceedings for the Committee Meeting of June 2, 2020  
Trustee Todd, and seconded by Trustee Jasinski

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

- J. Cast spoke of the administration's lack of transparency concerning police reports, finances, and honesty and the Mayor's non-responses.
  - Mayor Burgess responded to the overuse of the word transparency, and he stated the process for the Accounts Payable Report and the volunteer. He deferred to the Police Chief to respond to the allegation of his department's lack of reports.
- H. Parker expressed concern about the lack of news on the happenings in the town, rather than seeing it in the news reports. She spoke on the fireworks blasting, and the police car out of the jurisdiction
  - Mayor Burgess responded and deferred to the Police Chief for responses that were mentioned. Fireworks are illegal, and citations would be issued.
- P. Couch spoke on grass mowing and did not want double payment, the dog issue; the SVI page and logo
  - Mayor Burgess responded that the bank would receive a bill for the mowing done by the Village. He could not control the Social Media pages.

- L. Washington commented on the Bike Ride with hopes that residents participate, she asked about extra masks and for them to be distributed at the Bike Ride.

## 6) REPORTS OF OFFICERS

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Discussed the standards and activities permissible under Phase IV of the Illinois Reopening Plan to be in effect starting that Friday.
  - ii. Announced participants for the Bike Ride scheduled and the intended routes
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Announced where the Phase IV planned could be accessed on the FB e-News page, and that our capacity limitations are only twenty-four.
  - ii. Announced the Census Assistance and Voter Registration at the Bike Ride Event
  - iii. Appealed to all to share with others the importance of completing the questionnaire.
  - iv. Announced the Election Forum for candidates interested in running for office
- c. Village Attorney- Atty. Mike McGrath had no report
- d. Village Engineer – Mr. Jim Czarnik provided a written report stating the company's assistance with completing grants and made recommendations. The report will be filed with the certified minutes
- e. Treasurer's Report – Mr. Anthony Finch had no report, but he discussed the Payroll and Accounts Payable. There was a vendor to be pulled (IDES ), and there would be a revised report presented the next day. The Aging Report would be increasing as the cash flow is limited  
 A question was asked about the Buds Ambulance invoices. It is not the last, and that there would be one more going forth.

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Interim Director Anthony Finch
- b. Fire Department – Fire Chief Stephen Barrett provided an update on the activities of the Fire Department. He provided the number and types of calls for service. He announced the Golf Outing. The next Outing will be named for Chief Stoffregen. He announced the Push-In Ceremony. The report will be filed with the certified Minutes.
- c. Police Department - Chief Malcolm White addressed concerns and comments during public comments. His responses:
  - i. He addressed his monthly reports, Chat with the Chief where he answered questions as presented
  - ii. He discussed limitations of getting out information and intentions of using technology to provide information, modifications to the facility, contracts for the Body Cams, and new systems.
  - iii. He provided an update on the dog, stating that the dog had been removed from the premise and is impounded
  - iv. The officers in marked cars cause people to flee when they see them and fireworks is addressed as much as possible
  - v. He mentioned the Mutual Aid Agreements with surrounding areas, and a police car could have been assisting.
  - vi. Concerning the Police Department's regular report, he provided the number of calls for service and the number of arrests. He mentioned departmental training. He announced that Tony's Liquor's donated funds for the 2020 Shop with a Cop. The written report will be filed with the certified minutes.

Trustees shared that the fireworks are professional in nature and are on-going

- d. Emergency Management Agency – Mayor Burgess read the report highlighting two calls of service. Volunteers are being solicited. The report will be filed with the certified minutes.
- e. Public Works – Director Kevin Weller was not present and no report
- f. Community Development – Director Tonya McCoy was not present and no report

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell had no meeting or report
- b. Public Services Committee - Trustee Bernice Brewer had no meeting or report
- c. Budget & Finance Committee- Trustee Rodrick R. Grant commented on the Department Head’s Budget meetings
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski will plan a meeting in July and is looking for committee members.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no meeting or report, but will meet in July, and is seeking volunteers
- f. Public Events – Trustee Debra Williams met the previous month to discuss the Food Distribution and the partners. She announced the next event. The school district requested a contract, and she announced that she would bring the contract to the next meeting for approval. She announced a recycling event and a COVID Testing event

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Mr. Farmer’s committee will continue with ZOOM meetings. The link would be posted to their FB page. He inquired about hosting events.

**10) UNFINISHED BUSINESS**

- a. Motion to Approve an Ordinance to create the position of Human Resource Consultant with the addition to include developing tools to implement developing tools for recruiting, etc  
Trustee Bell, and seconded by Trustee Brewer

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to approve the Consultant Agreement between the Village of Sauk Village and Sonya K. Douglas, Consultant.

Trustee Bell, and seconded by Trustee Brewer

Comment: A Trustee asked for a list of priorities for the position

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve an Ordinance amending Article IV “Officials and Employees” of Chapter 2 “Administration” of the municipal code to amend the duties of the Village Administrator.

Trustee Todd moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Grant

**Motion Carried**

- d. Motion to Approve the Village Administrator Agreement between the Village of Sauk Village and Jerry Hurckes

Trustee Bell moved, and Trustee Todd seconded

A Trustee requested a priority list of duties to be performed. He did not believe that Trustees did due diligence concerning IMRF. The Attorney needs to advise of the financial impact Consultant should be removed from the motion. The Human Resource Consultant will research the IMRF concerns for both new employees

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

**11) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursements for \$350,540. ??

Trustee Todd moved, and Trustee Bell seconded

Comment: Trustee asked for a copy of the Payroll Expenses

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Accept a Consent Agenda to Approve:
  - i. A Resolution approving AXON’s Sales Terms and Conditions for Body Camera Equipment
  - ii. A Resolution Approving a User Agreement with Motorola for the STARCOM 21 Radio Systems

Trustee Brewer moved, and Trustee Todd seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

## **12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- TRUSTEE BELL ASKED ABOUT THE SAUK FOOD TAX
- Trustee Brewer had no comment
- Trustee Grant stated this was the worse meeting, and it was unacceptable. He read a written statement concerning the appointment of the Village Administrator
- Trustee Williams stated that she was unaware of the Bike Ride and had not been invited or told about the event. She mentioned the conflicts of other activities because of the lack of information. She rebutted Trustee' by asking about the process of hiring a former finance director and if the previous Board approved past hiring. She mentioned the new hires and the importance of them coming aboard in part-time positions.
- Trustee Jasinski mentioned the Bike Ride and that it conflicts with another event. She echoed much of what another Trustee stated.
- Trustee Todd piggy-bagged on other statements concerning the Bike Ride She was offended that Trustees were not personally invited. The SVI page could be stopped.
- Mayor mentioned other pages on Social Media and their constitutional rights. He expressed displeasure that he was unfairly accused. He did not slight anyone.

## **13) ADJOURNMENT**

Having exhausted all agenda items, Mayor Burgess called for a motion to adjourn at 10:10 p.m.

Trustee Williams moved, and Trustee Bell seconded

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

Be advised that the Board Minutes dated 6/23/2020 were submitted to the Board of Trustees for review on 7/17/2020 and approved 7/28/2020.



**Journal of Proceedings  
Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village  
21801 Torrence Avenue  
Sauk Village, Illinois  
Public, On-site, Teleconference, and Zoom as Needed**

**Tuesday, July 14, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:01 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Jasinski, Todd, Williams  
Remote: Trustee Grant  
Absent: None

**Staff Present:** Village Administrator Jerry Hurckes

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Board Meeting

**3) MOTION TO RECONVENE REGULAR BOARD**

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Board Meeting of June 9th, 2020

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve the Journal of Proceedings for the Special Board Meeting of June 16th, 2020

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve the Journal of Proceedings for the Committee Meeting of June 16, 2020 (Not available)

**5) PUBLIC COMMENT**

- P. Couch asked about reporting proceedings for meetings. Mayor Burgess advised that as this was the first on-site, Zoom, and Teleconference
  - F. Anderson asked about the liability for hosting in-person meetings. Mayor Burgess stated that he was unaware of any liability.

**6) REPORTS OF DEPARTMENTS**

- a. Mayor's Report – Mayor Derrick Burgess:
  - i. Reported the loss of a staff member's family members. He asked for a moment of silence and provided information on the services. A Resolution will be presented to the family and prayers for the family were requested
  - ii. Announced the recycling event on July 25th and
  - iii. Announced the necessity to wear a mask when entering Village Hall.
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Announced the Census Assistance to be provided on July 25, 2020, and asked residents to enjoy the swag bags that were; she provided the Census Response Rate for the State and the Village. She appealed for all to be counted.
  - ii. She invited everyone to sign up for E-Blast E-mails and to visit the Facebook E-News page for notifications of meetings. She advised of the unsuccessful attempt to live-stream the meetings. She appealed to residents to understand when glitches occur and to be patient.
  - iii. Announced Absentee Ballots for the upcoming elections
  - iv. Announced that to date, 1,720 Village stickers had been sold. The extension is through July 31, 2020.
- c. Village Engineer – Mr. Jim Czarnik:
  - i. Reported on the water main project and other bids in the solicitation phase, and grants. The report will be filed with the certified minutes.
- d. Village Administrator – Mr. Jerry Hurckes provided a written report that will be filed with the certified minutes, stating:
  - i. He had toured the Village, had met with the Department Heads and had introduced himself to the Congresswoman and Commissioner.
  - ii. He had reached out to business entities to engage new businesses
- e. Village Attorney – Atty. Mike McGrath had no report
- f. Treasurer's Report – Mayor Burgess read the financial report in Mr. Finch's stead. The report will be filed with the certified minutes.

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Interim Director Anthony Finch
- b. Fire Department – Capt. Fuoss read the report in Chief Barrett’s absence. He reported on the calls for service and other data. The report will be filed with the certified minutes
- c. Police Department – Mayor Burgess, read the written report for the department on the calls for service and the number of arrests, and occurrence for a shooting incident. The written report will be filed with the certified minutes
- d. Emergency Management Agency – Mayor Burgess read the written report for the department on the calls for assists. The written report will be filed with the certified minutes.
- e. Public Works – Director Kevin Weller reported:
  - i. The activities conducted by staff
  - ii. The next branch pick-up will be September 2nd, 2020
  - iii. Water shut-offs figures to dateThe written report will be filed with the certified minutes
- f. Community Development – Village Clerk read the report on the revenue collected for licenses and contracts. There was an announcement that a letter for permits would be sent; she announced the Talk with Tonya for August 11<sup>th</sup>.
- g. A question asked about permits going to bid, has to be researched

## 8) REPORTS OF TRUSTEES/ STANDING COMMITTEES

- a. Public Safety Committee – Trustee Gary Bell read a report for the Ambulance Services. A written report was not provided for the files.
- b. Public Services Committee - Trustee Bernice Brewer reported on having only six employees and the need to bring on the part-time staff.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant had no report.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report but hoped to reconvene meetings in August.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no report.
- f. Public Events – Trustee Debra Williams provided a report. She announced the Recycling Event and Food Box Distributions and the testing for COVID-19 testing and an upcoming Blood Drive. She announced the FB page for that committee.

## 9) REPORTS OF COMMITTEES AND COMMISSIONS

**MAYOR BURGESS ANNOUNCED THEIR UPCOMING ZOOM MEETING SCHEDULED FOR JULY 16TH, 2020.**

## 10) UNFINISHED BUSINESS

### 11) NEW BUSINESS

- a. Motion to Approve the Accounts Payable and Disbursements for \$ 307, 726.75

Trustee Bell moved, and Trustee Todd seconded.

Trustee asked about staff who were overpaid. She asked for regular copies of Payroll disbursement.

#### **On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

**12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

Trustee Brewer spoke on repairs to the infrastructure and her outreach to the Village's legislators to secure promised funds.

Trustee Bell had no comment.

Trustees, Jasinski, Williams, and Todd welcomed Mr. Hurckes and Ms. Douglas.

Mayor Burgess stated that he would enforce the mask-wearing dictate; he was hopeful that the Corn and Dog Roast could still be planned.

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 7:57 p.m.

Trustee Bell moved, and Trustee Brewer seconded.

**On Roll Call**

Ayes: Trustee Bell, Brewer, Grant (remote), Jasinski, Todd, Williams

Nays: None

**Motion Carried**

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt,

Village Clerk

---

Be advised that the Board Meeting Minutes dated 7/14/2020 was submitted to the Board of Trustees for review on 8/12/2020 and approved 8/18/2020.

Village of Sauk Village  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
Tuesday, July 21, 2020, 7:00 p.m.

## In-Person Meeting

### Public Must Register to Participate In-Person (first 24) Video or Teleconference

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:05 p.m.

- **Roll Call**

On Roll Trustees Bell, Brewer, Grant (Remote), Jasinski, Todd, Williams

Others in Attendance: Interim Finance/Treasurer Finch, and Village Administrator, Hurckes

#### **MOTION TO RECESS TO EXECUTIVE SESSION**

---

- Mayor Burgess called for a motion to recess to Executive Session at 7:10 p.m. for a discussion of Personnel Matters (5ILCS) 120/2 (c) (2018).
- Trustee Bell moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant (remote) Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

---

#### **MOTION TO RECONVENE**

Mayor Burgess called for the meeting to resume at 9:20 p.m.

---

#### **DISCUSSIONS**

---

- **Maggie Jarr and guests will present another time when there is an in-person meeting.**
- **Village Administrator Jerry Hurckes presented three areas for discussion**
  - Bid Process for Village Inspections Adm. Hurckes informed that the contract with Safe Built expired two years ago and that the company's employees are out. He suggested that the company and independent inspectors used currently be combined into one new contract. The task would be that the Village contract with a company, residents would then pay funds to the Village and that the Village would pay the company.
    - Trustees spoke of the current practices and how costly it is for residents.

It was suggested to utilize the bid process outlining the requirements for a company to provide permits and inspections.

- Interim Code Enforcement Officer (certified) Ed Myers was suggested to serve as an Interim Code Enforcer for six weeks until the current Officer returns from sick leave. It was discussed: if he would work full or part-time in that capacity, how it would affect his current position and a pay-rate of \$17.50. Adm. Hurckes will communicate with the Union to verify and approve the arrangement.
- The hiring of part-time employees in public works
  - Discussed was the need to hire part-time employees. One duty would be to cut Village-owned properties. There is \$5,000.00 budgeted for four positions at a rate of \$12.00 per hour. There would likely be a grievance that would need to be resolved.
- Village Clerk Marva Campbell-Pruitt
  - Copier for Administration Building and Department's Lease Renewals
    - Discussed was the need to replace the current copiers in the Administration Office and Police Department, and to renew the equipment for the Public Works and Water Department. The recommendation was to place the approval of an extended lease on the next board agenda for adoption.

---

#### **PUBLIC COMMENT**

---

P. Couch appealed to speakers to use microphones, spoke of the need for a Code Officer and canine unit, and the motorcycle racers.

Mayor Burgess responded by stating that additional microphones have been ordered. Citations were to be given to enforce all rules and that a canine unit would be investigated.

#### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

Trustee Williams announced upcoming events.

Trustee Brewer reminded the body of the Arrowhead Park Grant and the CN Funds. The Administrator will research funds from the Water Funds for the repair of hydrants.

Trustee Bell provided a Board Report for the Ambulance Company

Trustees Jasinski, Todd and, Grant had no comments.

Mayor Burgess asked the Board to read an e-mail from the Police Chief.

**ADJOURNMENT**

Mayor Burgess asked for a motion to adjoin the meeting at 10:21 p.m. Trustee Williams moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**The Motion Carried**

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Committee of the Whole Minutes dated 7/21/2020 was submitted to the Board of Trustees for review on 8/12/2020 and approved 8/18/2020.

**Journal of Proceedings  
Board Meeting  
of  
the Corporate Authorities  
Village of Sauk Village  
VIA REMOTE VIDEO and In-Person**

**Tuesday, July 28, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:01 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Interim Director/Treasurer Anthony Finch, Village Administrator Jerry Hurckes

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion for to recess to Executive Session at 7:05 p.m. for the Discussion of Personnel Matters, an Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS) 120/2 (c) (2017)

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD**

Mayor Burgess called for a motion to reconvene the Regular Board Meeting at 9:00 p.m.

All Trustees voted present.

**4) APPROVAL OF MINUTES**

a. Motion to Approve the Journal of Proceedings for the Committee Meeting of June 16, 2020

Trustee Bell moved, and Trustee Jasinski seconded.

o Question/Comment

A Trustee questioned the language of “the purview of the Board.”

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

b. Motion to Approve the Journal of Proceedings for the Board Meeting of June 23, 2020

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

None noted

**6) REPORTS OF OFFICERS**

a. Mayor's Report - Mayor Derrick Burgess

i. Bid Opening for West Elevated Tank Painting

ii. Bid Opening for 221<sup>st</sup> Street Culvert Replacement

The bids and were to be submitted to Robinson Engineering Firm the next day for their recommendation for awards.

iii. Motion to Approve the Appointment of a Finance Director

Trustee Grant moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Grant

Nays: Trustees Todd, Jasinski, Williams, Brewer

**Motion Failed**

**Mayor Burgess Appointed Michelle Royster as the Interim Finance Director for thirty (30) days.**

iv. Re-appointment of Commissioners

**Zoning Board of Appeals**

Commissioner Lee Littleton - Not Present

Commissioner Charles Pondexter – Not Present

**Fire and Police Commission**

Commissioner Francine Anderson was re-commissioned and sworn in as Commissioner, by the Village Clerk, the Marva Campbell- Pruitt.

b. Village Clerk – Ms. Marva Campbell-Pruitt provided updates on:

i. The Census, resources, and the need for residents to become enumerators

ii. The copier lease which covers the new product ordered

iii. The change to the Village's meeting calendar as a result of the National Proclamation that November 3, 2020, is now a Holiday. There was no need to amend the resolution. However, there is a need to approve the change.

c. Village Attorney- Atty. Mike McGrath had no report.

- d. Village Engineer – Mr. Jim Czarnik was not present.
- e. Village Administrator Jerry Hurckes provided a report on his functions conducted to date. The report will be filed with the certified minutes.
- f. Treasurer’s Report – Mr. Anthony Finch provided a copy of the current cash flow, the restricted and unrestricted funds. The report will be filed with the certified minutes.

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Interim Director Anthony Finch provided the amount of the current payroll and accounts payable to be approved. He advised that it would be higher as there were two grievances to be paid to public works staff. The report will be filed with the certified minutes.
- b. Fire Department – Mayor Burgess, read the report, citing 105 calls of service, and that most were for ambulance assists. They usually respond in less than five minutes. The report will be filed with the certified minutes.
- c. Police Department - Chief Malcolm White provided a report on 445 calls for service and fifteen arrests. The department responded to a fire on Carol. The sound quality was low, and a complete report could not be heard. The report will be filed with the certified minutes.
- d. Emergency Management Agency – Village Clerk Campbell-Pruitt read an email from the director asking for prayer for the loss of a family member.
- e. Public Works – Mayor Burgess read the report outlining activities and actions from that department. It will be filed with certified minutes.
- f. Community Development – Director Tonya McCoy provided:
  - i. Updates on companies readying to move businesses into the Village
  - ii. Information on IDA Grant resources
  - iii. An announcement that she had accepted another position and thanked those who entrusted her to do the job.
  - iv. Response to Board members who were racist and the change in the atmosphere

Some of the land occupied by Shugga Shack, but not paid for, was questioned. The property to the intended businesses would be sold in its totality.

A question about the American Family continued business mentioned.

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell had no report but provided information on the activities of the Ambulance Service.
- b. Public Services Committee - Trustee Bernice Brewer reported that her report was dependent upon receiving a report from the Finance Department. It is forthcoming.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant had no report.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no report.
- f. Public Events – Trustee Debra Williams reported on:
  - i. The Recycling Event and the Food Distribution and Census Activities.
  - ii. Announced the next Food Distribution planned the following Saturday, the upcoming COVID-19 testing, and a Blood Drive on August 29
  - iii. She asked that the Bloom Trail Agreement is on the next agenda.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Mayor Burgess announced the upcoming meeting via Zoom.

## **10) UNFINISHED BUSINESS**

## **11) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursements for \$365,827.39

Trustee Bell moved, and Trustee Todd seconded.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

### **Motion Carried**

- b. Motion to Approve Solicitation of Bids for Village Inspections

Trustee Williams moved, and Trustee Todd seconded.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

### **Motion Carried**

- c. Motion to approve hiring of four (4) part-time staff to Public Works for Grass Cutting of Village-owned properties

Trustee Bell moved, and Trustee Brewer seconded

- o Question/Comment

Would the staff only cut grass? The duties would encompass more than grass cutting.

The motion was rescinded and was amended to read, “to approve hiring four part-time staff for Public Works.”

Trustee Grant moved, and Trustee Bell seconded.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

### **Motion Carried**

## **12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

Trustee Williams justified her no vote for the Finance Director and questioned how the position would be paid and questioned the process. Mayor Burgess responded that the position was in the budget and would be paid from that line.

Trustee Grant questioned the duration of the report for copier usage and acknowledged that he appreciated receiving it.

Trustee Brewer mentioned the discord at the Executive Session and stated her hopes to work together with improved interactions.

Trustees Bell, Jasinski, and Todd had no comment.

Mayor Burgess stated that there had been accomplishments to be noted. He referenced the process for interviewing for the Finance Director's position, and others who had been interviewed. He recounted that a discussion of positions did not constitute the approval of those positions.

### **13) ADJOURNMENT**

Having completing agenda items and the business of the day, Mayor Burgess called for a motion to adjourn at 10:03 p.m.

Trustee Bell moved, and Trustee Williams seconded. The meeting adjourned by a roll call vote with all Trustees voting Aye.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

Be advised that Board Minutes dated 7/28/2020 were submitted to the Board of Trustees for review on 8/21/2020. They were approved timely on 8/25/2020.

JOURNAL OF PROCEEDINGS  
Committee of the Whole Meeting

OF THE VILLAGE OF SAUK VILLAGE

SAUK VILLAGE MUNICIPAL CENTER

21801 TORRENCE AVENUE

SAUK VILLAGE, ILLINOIS

**In-Person Meeting and Teleconference**

**Tuesday, August 18, 2020**

**6:00 p.m.**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 6:02 pm.

- **Roll Call**

On Roll Trustees Brewer, Grant, Jasinski, Todd, Williams

Trustee Bell was absent with notice

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Hurckes, Interim Director Michelle Royster, H.R. Director Sonya Douglas, and Treasurer Anthony Finch

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

- Mayor Burgess called for a motion to recess to Executive Session at 6:03 to discuss Personnel Matters and Collective Bargaining (5ILCS) 120/2 (c) (2018).

Trustee Todd moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Brewer, Grant (remote) Jasinski, Todd, Williams

Nays: None

Absent: Trustee Bell

**The Motion Carried**

---

**MOTION TO RECONVENE**

Mayor Burgess called for the meeting to resume the Committee Meeting at 7:23 pm.

## **DISCUSSIONS**

- i) Mayor Burgess discussed the following topics:
  - i) The Facility Rental Agreement for Bloom Township H.S. District 206. Trustee Williams added logistics for the need for the agreement and when the next Pop-up Food Distributions on the parking lot of Bloom Trail H.S., and that there would be no cost to use the facility.
  - ii) An Agreement Between Village of Sauk Village and United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union AFL-CIO (Public Works Employees & the Office & Technical Employees)
  - iii) An Ordinance Authorizing Expenditures Pending Passage of Annual Budget and Appropriation Ordinance
  - iv) An Agreement with GMT/Durowade Med Group, Intent to Develop Village-owned property, Approximate address: 1771SaukTrail

Each item would come to a vote at the Special Board Meeting following the Committee Meeting.

- i) TIF Updates
  - Adm. Hurckes asked permission from the Board to develop a TIF on Sauk Trail. It was once a TIF property. A Trustee asked if it was TIF I. Mayor Burgess advised that the land in TIF I, west on Sauk Trail, included residential properties.

---

## **PUBLIC COMMENT**

- ii) B. Hopkins asked about the actual location of the Pop-Ups and why residents had to register to attend meetings.
- iii) Mayor Burgess informed her that the location was not at the School District. Instead, it was for the parking lot at Bloom Trail H.S. He provided the reasoning for the need to register for in-person meetings, citing capacity issues during the Pandemic.

---

## **COMMENTS OF MAYOR AND TRUSTEES**

Discussions did not occur as they were to be heard at the Special Board Meeting following the Committee Meeting

## **ADJOURNMENT**

Mayor Burgess asked for a motion to adjourn the meeting at 8:41 p.m.

Trustee Todd moved, and Trustee Williams seconded.

### **On Roll Call**

Ayes: Trustees Brewer, Grant, Jasinski, Todd, Williams

Nays: None

Absent: Trustee Bell

### **The Motion Carried**

Derrick N. Burgess, Mayor

Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Committee of the Whole Minutes dated 8/18/2020 was submitted to the Board of Trustees for review on 9/6/2020 and approved /2020.

**JOURNAL OF PROCEEDINGS BOARD Meeting  
Of the  
Corporate Authorities  
Village of Sauk Village  
In-Person and Teleconference**

**Tuesday, August 25, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:01 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustee Bell (With Technical Difficulties)  
Present: Trustees: Brewer, Grant, Jasinski Todd, Williams  
Absent: Trustee Bell (After Roll Call, he no longer was present)

**Staff Present:** Interim Director/Treasurer Anthony Finch, Village Administrator Jerry Hurckes

Others in Attendance: Clerk Marva Campbell-Pruitt

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Session

**3) MOTION TO RECONVENE REGULAR BOARD WITH ACTION**

**4) APPROVAL OF MINUTES**

Motion to Approve the Journal of Proceedings for the Board Meeting of July 28, 2020

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees: Brewer, Grant, Jasinski, Todd, Williams

Unresponsive: Trustee Bell

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

- The speaker was unidentified: Provided kudos to the firefighters, police, Public Works, and neighbors for their assistance during the storm and an emergency.
  - Mayor Burgess agreed and was thankful.

## **6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Spoke on the recovery efforts resulting from the storm. All debris and trees should be out before September 13, 2020.
  - ii. Asked residents to report lawns in need of service.
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Shared the Census Self-Report data. She provided support for completing the Census Survey for two households during the outreach at Walgreens
- c. Village Attorney- Atty. Mike McGrath – Not present
- d. Village Engineer – Mr. Jim Czarnik provided project updates. The written report will be filed with the certified minutes.
- e. Village Administrator Jerry Hurckes – not present
- f. Treasurer's Report – Mr. Anthony Finch – not present

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster reported that the audit is moving forward and that a follow-up meeting is planned. She reported that the Budget would be available for review the following day.
- b. Fire Department – Mayor Burgess, read the written report highlighting that the department responded to 130 calls for service. The written report will be filed with the certified minutes.
- c. Police Department - Chief Malcolm White – not present
- d. Emergency Management Agency - Director Allen Vavrik – not present
- e. Public Works – Mayor Burgess read the written report of updates on the accomplishments of that department. The written report will be filed with the certified minutes.
- f. Community Development – Antonio Cooper

## **8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell not present
- b. Public Services Committee - Trustee Bernice Brewer Mentioned that the audit report not being done would result in the failure to receive the tax dollars.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant – No report
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski- No Report
- e. Ordinance Review Committee - Trustee Linda L. Todd – No Report
- f. Public Events – Trustee Debra Williams:
  - i. reported the Blood Drive planned for that wee-end
  - ii. The Rental had been extended, and the Mortgage Assistance Program is starting.
  - iii. The next meeting would be the following Monday

## **9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced that they look forward to the re-opening of the Senior Center

## **10) UNFINISHED BUSINESS**

None

## 11) NEW BUSINESS

- a. Motion to Approve the Payroll and Accounts Payable Disbursements \$308, 120.60/

Trustee Todd moved, and Trustee Jasinski seconded.

### On Roll Call

Ayes: Trustees: Brewer, Grant, Jasinski, Todd, Williams

Unresponsive/Absent: Trustee Bell

Nays: None

**Motion Carried**

## 12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES

- Trustees Williams commented on the SVI Facebook page relative to unfounded budget allegations. Announce that that Budget Hearing would be September 18 and that residents should review the budget.
- Trustee Brewer reminded that the tax dollars would be held up if the audit is not completed by October 6, 2020
- Trustee Jasinski and Todd had no comment
- Trustee Grant commented that he had not heard that the audit would impact receipt of tax revenue.
- Mayor Burgess asked that comments be used to share information and not rebuttals. If it continues, comments would be removed from the agenda.
- The fire station is open for a Cooling Center. Wellness checks will be provided as needed.
- Trustee Williams stated that the Treasurer's Report, not the Audit, is the one requiring filing to ensure tax revenues.

## 13) ADJOURNMENT

Having completing agenda items and the business of the day, Mayor Burgess called for a motion to adjourn at 7:35 p.m.

Trustee Todd moved, and Trustee Williams seconded. The meeting adjourned by a roll call vote with all Trustees voting Aye. Trustee Bell was absent

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

Be advised that Board Minutes dated 8/25/2020 were submitted to the Board of Trustees for review on 9/20/2020. They were approved 9/22/2020

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, September 15, 2020, 7:00 p.m.**

## **In-Person Meeting & Teleconference**

### **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:02 p.m.

#### ▪ Roll Call

On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Hurckes, Treasurer Anthony Finch, HR Sonya Douglas

### **MOTION TO RECESS TO EXECUTIVE SESSION**

---

Mayor Burgess called for a motion to recess to Executive Session to discuss Personnel Matters. It was deferred to the end of the meeting.

---

### **PRESENTATIONS**

---

- Trustee Brewer introduced Mr. Carrol and the director from Centrica Business Solutions, who provided a presentation on infrastructure repair. He provided a PowerPoint presentation. It is an energy-efficient company that could provide optimization of energy and water utilization. They provide LED lighting for streetlamps and water conservation and solar. They would provide a no-cost assessment of the Village's systems and recommend solutions. Mayor Burgess asked about funds to replace water meters and if the grant would provide reimbursement. There are generally no upfront costs. They would seek grants or low-interest funding. Cash flow and duration were addressed.
  
  - Tom Fagan from Azavar presented the tenets of the existing contract and the limitations of auditing that resulted in its inability to perform. He discussed the company's desire to reconnect and perform items noted in the original contract. Their focus is to ensure that ComEd, Nicor, and Cable companies resulted in the Village's revenue. Would a new contract be required? The contract states that they collect a percentage of funds collected, and no new contract is needed. It was established that the finance director is typically the contact person. We need only to start the process as there are no upfront fees. There would be a 60/40 split of funds captured.
- 

### **DISCUSSIONS**

---

- Jim Czarnik spoke on the TIF resurfacing Project, rather than the 221<sup>st</sup> Culvert Replacement Project Award Recommendation. He provided an update and the intended recommendation.
- The 221<sup>st</sup> Culvert Replacement requires a supplemental resolution as the costs are higher. The Village Clerk clarified that the subject was not as relating to the item that Jim was addressing.
- Mayor Burgess addressed the Ordinance Superseding Ordinance 19-022 for the Motor Fuel Tax. The Clerk explained the issue with the previous ordinance. A correction was needed for the taxes noted in the previous ordinance.
- Trustee Brewer addressed:
  - An update for the Union Agreement on Outsourcing (Tree Removal and Hydrants) She asked the Village Administrator to provide further information. Mr. Hurckes announced the agreement made and a proposal for multiple units rather than one at a time. A written proposal is expected.
    - A Trustee mentioned that a one-time agreement would not meet the Village's needs, considering the number of hydrants and trees requiring service or replacement.
    - Trustee Brewer discussed the projects and prices from two companies. The Trustees agreed that the projects should have an RFP and should follow the bid process.
  - Utilization of Funds - CN Agreement. Trustee Brewer proposed that CN funds fund additional hydrants and trees in a specific area. Mayor Burgess asked that funds not be targeted by the different sides of town. Trustee Brewer clarified the intent of the Project(s). The funding would derive as follows: \$100,000.00 is in the budget for fire hydrants, and the CN fund allocations would supplement four hydrants and trees.
    - Trustees asked for a written plan to direct both projects' path, inclusive of agreements and bids. Robinson Engineer agreed to take the lead.
- Director Hurckes led discussions concerning:
  - The attorney approved the Comcast Cable Contract. It focuses on franchise fees and impending charges. The rate and charges are forthcoming.
  - This topic will be revisited.
  - 6B for Minority Trucking was introduced, and they are requesting another agreement to utilize the land for an additional ten years with tax incentives. An Ordinance will be drafted.
  - Paylocity – A representative presented a proposal from the company outlining intended deliverables towards the Village's finances. He provided a Power-Point presentation outlining the services to be provided for Payroll and Human Resources, and Health Insurance. He discussed the incentives if the Board approved the agreement. The program should be readied for implementation in December. The Village would follow-up. The contract with ADP requires a 90-day notification.
  - Occupancy Inspectors- Mr. HURCKES asked about the two independent inspectors. He asked for consideration for in-house inspectors. He expressed concern that the owners were paying them and not the Village. He mentioned the realtors' concern that we did not hire inspectors. It is being researched. He mentioned Mr. Myers or a company to perform the task. Mayor

Burgess provided a historical perspective. The Village Clerk reminded the Body that new Ordinances were approved in January and asked them to be reviewed.

Update  
9/15/2020

- A Trustee recalled a Bid Process discussed and agreed upon previously. Mr. Hurckes provided justifications for considering in-house inspectors. Concern was expressed with the delay and time required that would unfold if one internal staff is used.
- Chief White reintroduced:
  - An Ordinance Amending Article II (Police Department) of Chapter 42 (Law Enforcement) Of the Municipal Code of Sauk Village to Provide for Lateral Hiring of Police Officers. It has gone before the Fire and Police Commission. It was agreed that this item would be an agenda item at the following Board Meeting for consideration

---

#### **PUBLIC COMMENT**

---

- P. Couch asked about the budget and audit and if the notice to shred items previously impacted the completion of both. She discussed erroneous information concerning the caving in of pavement on her block and the ladies' restroom's untidiness.
- R. Brown addressed inoperable fire hydrants on her block
- A. Coleman addressed the Public Works employees and asked how many hours they worked. He asked about employees' requiring surety bonds.
- F. Williams addressed the chart previously drafting that showed the fire hydrants in disrepair and the untidy restrooms
  - Mayor Burgess Responses
    - Inspection Process- will be fine-tuned, and a plan will be prepared. He discounted and explained the shredding of documents to ensure privacy. It had nothing to do with the budget and audits. The restrooms will be addressed.
    - Surety Bonds are for certain levels of employees, and the Village incurs the cost.
    - Residents should provide notice on inoperable hydrants.

---

#### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Brewer confirmed that the previous Finance Director was bonded. In-House Inspectors should have a contract with the Village.
- Trustees Jasinski, Todd had no comment.
- Trust Williams announced the next Food Distribution, Blood Drive, thanked Trustee Brewer and Adm. Hurckes for the work done at this point.
- Trustee Bell spoke of the hydrants color-coding used previously. He announced the next meeting to occur in the third week in October.
- Trustee Grant announced the Budget Hearing and the subsequent vote.
- Mayor Burgess announced the Home Ownership Seminar planned for that Saturday, the Corn and Dog Roast, combined with a Movie Night.

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

Mayor Burgess called for a consensus to recess to Executive Session to discuss Personnel Matters at 9:55 p.m.

A motion was requested.

Trustee Brewer moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Brewer, Bell, Grant, Jasinski, Todd, Williams

Nays: Trustee Grant

Absent:

**The Motion Carried**

**MOTION TO RECONVENE**

Mayor Burgess called to resume the Committee Meeting at 10:34 p.m. All Trustees responded to the Roll Call.

---

**ADJOURNMENT**

Having exhausted the committee agenda items, Mayor Burgess called for a motion to adjourn at 10:35 p.m.

Trustee Bell moved, and Trustee Jasinski seconded. The motion carried unanimously.

---

Derrick N. Burgess, Mayor

---

Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Committee of the Whole Minutes dated 9/15/2020 was submitted to the Board of Trustees for review on 10/6/2020 and approved 10/13/2020.

---

# JOURNAL OF PROCEEDINGS

**BOARD Meeting  
of  
the Corporate Authorities  
Village of Sauk Village  
On-site and Teleconference  
(Dial-in Number: [\(605\) 475-3215](tel:6054753215)  
Access Code: 523110 #**

**Tuesday, September 22, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:05 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Treasurer Finch, Administrator, Hurckes, Eng. Czarnik, Dir. Royster, Chief Barrett, Chief White, Director Weller

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty. Mike McGrath

## **2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion to recess to Executive Session at 7:08 p.m. for the discussion of Personnel Matters, and an Update of Pending Litigation

Trustee Brewer moved, and Trustee Williams seconded.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

## **3) MOTION TO RECONVENE REGULAR BOARD**

Mayor Burgess called for a motion to reconvene the Regular Board Meeting at 8:02 p.m.  
All Trustees voted present.

## **4) APPROVAL OF MINUTES**

a. Motion to Approve the Journal of Proceedings for the Board Meeting of August 25, 2020

Trustee Bell moved, and Trustee Todd seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve the Journal of Proceedings for Committee of the Whole Meeting September 1, 2020

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried****5) PUBLIC COMMENT**

None

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess reported the following:
  - i. Announced the Corn & Dog Roast and the Drive-in Movie
  - ii. Appealed to residents to respond to the Census so that we do not lose \$1,400.00 per person for ten years.
- b. Village Clerk – Ms. Marva Campbell-Pruitt reported the following:
  - i. Census Outreach
  - ii. Elections, candidates can pass petitions starting 9/22/2020. The Clerk's Office prepared packets for candidates, and the information was placed on the website.
  - iii. Website Updates- A couple of departments have updated their pages.
  - iv. Volunteers for the Corn & Dog are needed. She thanked individuals who donated to the Movie Night.
- c. Village Attorney- Atty. Mike McGrath had no report.
- d. Village Engineer – Mr. Jim Czarnik read a report stating an update on the I-394 water main project. The report will be filed with the certified minutes.
- e. Village Administrator Jerry Hurckes read a report highlighting:
  - i. It was announced that Kevin Posey wished to provide a presentation on solar energy.
  - ii. A Cable Franchise Agreement
  - iii. A Bid for Inspection Services
- f. Treasurer's Report – Mr. Anthony Finch was not present.

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster highlighted the following:
  - i. Read the cash balances and restricted funds
  - ii. Requested approval for Payroll and Accounts Payable
  - iii. The Forensic Audit and Audit meeting
  - iv. Care's Grant presented to the Count \$587,027.95

- b. Fire Department – Fire Chief Stephen Barrett reported 84 calls for service, one false alarm. The department has ten fire alarms to provide.
- c. Police Department - Chief Malcolm White reported 410 calls for service and eleven arrests. Announced the Internet Purchase Exchange Program.
- d. Emergency Management Agency – Mayor Burgess read three calls for service, automobile accident. The report will be filed with the certified minutes.
- e. Public Works – Director Kevin Weller highlighted
  - i. Branch and storm pick up update, the next one will be in May.
  - ii. The equipment error was corrected
  - iii. Varying activities performed by staff and their locations
- f. Community Development – Mayor Burgess, read the report that will be filed with the certified minutes.

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell had no report.
- b. Public Services Committee - Trustee Bernice Brewer had no report.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant had no report.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no report.
- f. Public Events – Trustee Debra Williams reported:
  - i. Food Box Distribution is on hold until further notice. Southland Voice will have one the following Saturday in Steger along with recycling.
  - ii. A Blood Drive rescheduled for October 24.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the meeting on October 8 and the Senior Walk on September 24.

**10) UNFINISHED BUSINESS**

- a. None

**11) NEW BUSINESS**

- a) Motion to Approve the Payroll and Accounts Payable Disbursements \$367,868.73  
Trustee Bell moved, and Trustee Williams seconded.

**On Roll Call**

Ayes: Trustees Bell, Grant, Jasinski, Todd, Williams

Nays: None

Abstain: Trustee Brewer

**Motion Carried**

- a. Motion to Approve an Ordinance Amending Article II (Police Department) of Chapter 42 (Law Enforcement) of The Municipal Code of Sauk Village to Provide for Lateral Hiring of Police Officers

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c) Motion to accept the Recommendation to Award a Contract Bid for the TIF Resurfacing Project for the Low Bidder, "D" Construction, for Nine Hundred Seventy-One Thousand Five Hundred Thirty-Six Dollars and Fifty Cents (\$971,536.50)

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- d) Motion to Approve an Ordinance to Amend the Ordinance for the Municipal Motor Fuel Tax in The Village of Sauk Village, Cook County, Illinois

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**b) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Brewer was hopeful that the ordinances were approved and subsequently, the passage of the budget
- Mayor Burgess appealed for participation at the Corn & Dog Roast.

**c) ADJOURNMENT**

Having exhausted the committee agenda items, Mayor Burgess called for a motion to adjourn at 8:45 p.m.

Trustee Bell moved, and Trustee Williams seconded. The motion carried unanimously.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Board Meeting Minutes dated 9/22/2020 was submitted to the Board of Trustees for review on 10/8/2020 and approved 10/13/2020.

**JOURNAL OF PROCEEDINGS  
SPECIAL BOARD MEETING  
OF THE VILLAGE OF SAUK VILLAGE  
Corporate Authorities  
SAUK VILLAGE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS**

**In-Person or By Tele-conference**

**Tuesday, September 29, 2020  
6:00 p.m.**

1) **CALL TO ORDER** – Honorable Mayor Derrick Burges at 6:00 p.m.

a) Roll Call

Present: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams  
Absent: None

The Village Clerk attended the meeting remotely. Trustee Williams called the roll.

2) **MOTION TO ENTER INTO EXECUTIVE (CLOSED) SESSION**

There was no Executive Session

3) **MOTION TO RECONVENE SPECIAL BOARD MEETING**

4) **PUBLIC COMMENT**

NONE

5) **NEW BUSINESS**

a) Motion to Approve an Ordinance Creating the Positions of Finance Director, Assistant Finance Director, Payroll Specialist, and Assistant Chief of Administration (Fire Department)

Trustee Todd moved, and Trustee Bell seconded.

Comment:

Last week's meeting discussion called for multiple positions. They are not all present in the Ordinance and should not be rushed.

The positions to be approved tonight can be ratified, and the budget voted upon later. Another Ordinance is forthcoming.

Why piecemeal the process?

Bargaining Unit positions need no Ordinance. All others require an Ordinance.

Discussion to Table the Motion was considered and denied.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

- b) Motion to Approve an Ordinance Making Appropriations for All Corporate Purposes for the Village of Sauk Village Cook County Illinois for May 1, 2020, to April 30, 2021, Fiscal Year for \$13,671,001.00

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

**6) COMMENTS OF MAYOR AND TRUSTEES**

- Trustee Grant questioned why the Village piecemeal items. The Attorney should be more responsive
- Mayor Burgess stated that the Ordinance for the Appropriations should be available the following day. He thanked everyone who volunteered at the Corn & Dog Roast and Movie Night. He would like to host another such event.

**7) ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 6:14 p.m. Trustee Brewer moved, and Trustee Jasinski seconded. The vote was unanimous.

---

/s/Mayor Derrick N. Burgess

---

/s/Village Clerk Marva Campbell-Pruitt

## JOURNAL OF PROCEEDINGS

Village of Sauk Village  
Committee of the Whole  
Village Board of Trustees  
21801 Torrence Avenue, Sauk Village, IL 60411  
Tuesday, October 6, 2020, 7:00 p.m.

### In-Person Meeting & Teleconference

#### CALL TO ORDER

- Roll Call

#### CALL TO ORDER

Mayor Burgess called the Committee of the Whole Meeting to order at 7:02 p.m.

- Roll Call

On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Jerry Hurckes

#### MOTION TO RECESS TO EXECUTIVE SESSION

---

**There was no Executive Session**

---

#### MOTION TO RECONVENE

---

#### PRESENTATIONS

Sikich was not in attendance to provide an update on the forensic Audit. They will be re-invited.

Lumena Energy Solar Program and Space Allocation - Kevin Posey, Vice President of the Company and a staff person, provided an outline of the presentation and the varying options the company offers. The program provides low-cost energy options to homeowners and businesses. They provide solar panels. There are tax incentives up to 30% tax credits for those utilizing solar panels starting in November. There are opportunities for properties installing panels to note an increase in value up to \$17,000.00.

The second part of the presentation discussed the givebacks to communities. Each home using the services would serve to bring in rebates to the Village. They will donate funds to the Village. WS Inc. will partner to develop a warehouse to offer 150 employment opportunities for residents. He stipulated the space needs (50,000 sq. ft) to create and operate the warehouse. There are opportunities to increase student knowledge of solar technology and employment paths for future career goals. The solar panels will store energy for usage during power failures.

## DISCUSSIONS

---

- A Supplemental Resolution for Improvement Under the Illinois Highway Code (221<sup>st</sup> Culvert Replacement)
  - Mayor Burgess explained the intent and need for the resolution. The projected bid was fourteen thousand dollars short of the initial bid and thirty-six thousand dollars in contingency. The item will be brought to a vote at the next Board meeting.
- A Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Between Cook County, Illinois, and The Village of Sauk Village, Illinois
  - Mayor Burgess spoke to this item. \$537,000.00 is the anticipated amount to be realized. Expenses must be kept through December. This item will be brought to a vote at the next Board meeting.
- A Resolution Approving an Intergovernmental Agreement for the Provision of Environmental Health Inspectional Services
  - Mayor Burgess spoke to this item. He clarified that Cook County provides this service. This item will be brought to a vote at the next Board meeting.
- Referendum/Ordinance to place a Question of Public Policy on the April 6, 2021 Ballot Requesting Legal Voters in the Village of Sauk Village to Determine whether the Village Should Pursue its own the United States Postal Zip Code.
  - Clerk Campbell-Pruitt justified requesting a dedicated zip code for the Village to offset the need for residents to get certified of proof that they resided in Sauk Village, rather than Chicago Heights. The parameters required will be explored. It was recommended to communicate with the Postal Office for their requirements. This item will be on the agenda for approval to conduct further research to move forward.
- Municode Estimate for Agreement for Supplement No. 2 to Code of Ordinances
  - Clerk Campbell-Pruitt provided the Agreement for the Municode Supplement. She will request a formal document for approval at the Board Meeting. Trustees asked for figures on an agreement to send ordinances for codification quarterly. The amount of the Agreement is less than the amount budgeted for fy 2021. The Clerk will bring back rates for quarterly codifications. Acceptance of the current Agreement will be on the agenda for approval at the next Board Meeting.
- Resolution and Agreement to contract with Paylocity

- Mayor Burgess addressed the quote, Agreement, and resolution. The request for greater communication was addressed by pin-pointing the language already in the contract. This item will be brought to a vote at the next Board meeting.
- Halloween Hours /Trunk or Treat
  - Mayor Burgess asked for a consensus for Trick or Treat. All Trustees agreed. The hours will be 4:00 p.m. – 7:00 p.m. Trunk or Treat was considered and approved. Everyone must wear a regular mask in addition to costume masks. It would be strictly an outdoor affair. Logistics will be worked out. After discussion, it was decided that the Library events the same day would not compromise either event. Trunk or Treat will be at noon.
- Comcast Cable Contract
  - Mayor Burgess stated the Village Hall and Community Center would incur costs for basic services going forth. The total amount is unknown. Comcast promised to provide greater support to Village activities.
- RFP for Inspections
  - Adm. Hurckes presented the document for review by the Trustees. Changes and comments were sought.
- Review of the Ordinance for positions to include the PW Director.
  - Adm. Hurckes discussed the need to approve the Ordinance. It is to be noted that the Ordinance needed the language, “Amended.” It is uncertain if new positions would be required and added later. The attorney is researching. The Village Clerk will add “Amended” to the Ordinance. This item will be brought to a vote at the next Board meeting.
- Hydrants and Tree Cutting Updates
  - Mayor Burges addressed the Union Agreement for repair or replacement for twenty fire hydrants. He was uncertain of some of the language of the memo. Tree cutting was not included in the memo.
  - Adm. Hurckes stated that the engineer is considering the dollar amount for twenty hydrants. Until then, staff will attempt to fix hydrants. Bidding for \$140,000.00 is an estimate. The cap would be for twenty hydrants. The \$120,000.00 is from CN's promised funds for tree cutting; the other funds were included in the budget.
- Motorola Star Cam
  - Chief White discussed the need to re-author the previously approved resolution and Agreement. He provided an update of the system. The update is because the original proposal stated no need for down payments. The company could not finance the Village, as noted in the prior arrangement. The Village is asked to pay fifty percent down. An amended

version was developed. Chief White, CalComm, and its director met to look at structural agreements for consideration of upfronting the funds for the Village and spread the funds over five years. He requested permission to negotiate another arrangement. It would require another resolution and Agreement. Details and interest, if any, must be decided. Star Cam cameras would be linked to those used by ESDA. A trustee asked if there was another bucket where the funds could be generated? The DEA funds are committed to new vehicles. Therefore, it is not an option. He also shared that other undecided commitments were requiring the funds budgeted to remain as presented. A timeline was presented. Mayor Burgess offered to research the use of funds from the COVID Grant.

---

## **PUBLIC COMMENT**

---

- D. Miller commented on the Library Halloween events and its intentions. She provided logistics for the planned events.
- J. Cast discussed her chagrin with the Treasurer's talk, and that Trustees were unable to speak.
- A. Coleman asked if the budget had been passed and when would plans start for the next.
- P. Couch appealed to Trustees to speak louder and use the microphones.
- F. Harvey spoke of a resident's disrepairs on his property and the need to satisfy residents.
- L. Washington spoke of residents who are displeased with the Mayor's and Trustee's lack of responsiveness and stated one inspector does not meet the residents' needs. The disrepair of curbs.
- L. Saunders spoke of the timing of the boil order that occurred a week after the water outage.

### Mayor Burgess' Responses

- Forensic Audit will be updated soon.
- The next budget should start before April 2021
- The Trustees heard the comments for mic usage
- Public Comment is not for announcing campaign efforts
- The Village Adm and the Mayor are available, and he shared how to communicate with Trustees or how to leave a message.
- Discussed the tenets of the boil order

---

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Williams thanked Ms. Miller for clarifications for the Halloween events; she announced the calendar, the food dropbox schedule and location, and that her phone number was on all documents. She asked about the boil order and notifications.
  - Trustees Bell, Grant, and Todd had no comments
  - Trustee Brewer advised that there was a water main break and informed that Sauk E-News generally provide information; she spoke of the Treasurer's Talk, and the warning received. She expressed her concern that the Trustees were lumped together. She asked that the Treasurer reconvene and allow the Trustees to communicate.
  - Trustee Jasinski reiterated that residents should contact the Trustees and attend meetings to address concerns.
  - Mayor Burgess clarified the pipe under I-394 was replaced, not busted. The pressure was lost and created an issue; he thanked all involved in the Corn & Dog Roast and the Movie Night; he discussed the need to complete the Census and the need to register to vote.
- 

**ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 9:04 p.m.

Trustee Bell moved, and Trustee Williams seconded. The vote was unanimously approved

---

/s/Derrick N. Burgess, Mayor

---

/s/Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Committee of the Whole Minutes dated 10/06/2020 was submitted to the Board of Trustees for review on 10/13/2020 and approved 10/27/2020.

**JOURNAL OF PROCEEDINGS**

**BOARD Meeting  
of  
the Corporate Authorities  
Village of Sauk Village  
Must Register In-Person**

**On-site and Teleconference  
(Dial-in Number: [\(605\) 475-3215](tel:6054753215)  
Access Code: 523110 #**

**Tuesday, October 13, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:05 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Treasurer Finch, Administrator, Hurckes, Eng. Czarnik, Dir. Royster, Chief Barrett, Chief White, Director Weller

Others in Attendance: Clerk Marva Campbell-Pruitt

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion to recess to Executive Session at 7:08 p.m. for the discussion of an Update of Pending Litigation

Trustee Williams moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD**

Mayor Burgess called for a motion to reconvene the meeting at 7:44

Trustee Bell moved, and Trustee Jasinski seconded.

Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams

Absent: None

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for the Board Meeting of September 8, 2020

Trustee Williams moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve the Journal of Proceedings for Committee of the Whole Meeting September 15, 2020

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve the Journal of Proceedings for the Special Committee Meeting/Budget Hearing of September 22, 2020

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- d. Motion to Approve the Journal of Proceedings for the Board Meeting of September 22, 2020

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- e. Motion to Approve the Journal of Proceedings for the Special Board Meeting of September 29, 2020

Trustee Williams moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

- L. Sapp spoke on the concern for shutting down small businesses vs. business doing business without permits; Trustee seeking signatures on Candidates' Petitions and the method of acquiring residents' contact information on Village-owned properties and in Developments
- L. Washington addressed roadkill and who would be responsible for clean up; inoperable streetlights
- D. Miller invited individuals to Library hosted events

Mayor Burgess' Comments

- During the election season, many instances cannot be monitored. We must rely on candidates' integrity
- Dead items should be reported to Village Hall. Lights are an ongoing issue.
- A ruling would be made on the Food Popups

**6) REPORTS OF OFFICERS**

a. Mayor's Report - Mayor Derrick Burgess:

- i. Addressed the roadwork on the southwest side of I-394. The land is owned, but work has been halted pending required documents and permits.
- ii. Announced Trick or Treat hours are scheduled from 4 p.m. – 7:00 p.m.; Trunk or Treat is scheduled 12:00 p.m. – 2:00 p.m. All participants must be masked.

b. Village Clerk – Ms. Marva Campbell-Pruitt:

- i. Spoke about the Board actions at meetings and follow-up actions required to bring them to fruition. She asked the maker to present the documents for signatures and certification. She announced the budget and Union Contract that has had no follow-through.
- ii. The timing of Board Meeting reports by Department Heads. Meeting preparations has become cumbersome because of the lateness of reports. She appealed to everyone to provide the reports timely, rather than pass out across the dais or after the established timeline.
- iii. Announced the success of social distancing

- iv. Approval for Municode codifications
- v. Amendments to ordinances and resolutions should be planned and voted as agreed, rather than forming a consensus and then having to re-visit and amend the same items
- vi. Shared information on Absentee Voting and the process for a change of plans, and Early Voting locations.
- vii. Appealed to everyone to complete the Census Questionnaire.
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik Advised that the RFP for the Fire hydrants Project will be available by month's end, with implementation to start in November. The report will be filed with the certified minutes.
- e. Village Administrator Jerry Hurckes:
  - i. Spoke about his involvement with the Popup Tent food sales. Those involved were referred to the Illinois Department of Health. He asked Trustee Todd to address a Mobile Vending Ordinance and make amendments as needed.
  - ii. Spoke about the construction activity previously mentioned west of I-394.
  - iii. Announced that the Union agreed to staff working over-time for tree-trimming
  - iv. Reported that Realtors asked that the Ordinances for permits be revised. The report will be filed with the certified minutes
- f. Treasurer's Report – Mr. Anthony Finch:
  - i. Reported the Cash Balances of each account of \$2,878,310.
  - ii. Reported the total of Restricted Funds of 1,441,556.
    - 1. The full report will be filed with the certified minutes

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Director Michelle Royster:
  - i. Requested approval of Payroll and Accounts Payable for \$193,776.35.
  - ii. Reported that Sikich and Miller Copper continue to work on audits
  - iii. Reported on the work with Public Works on the collection of water accounts. There were 249 accounts not in compliance and have entered into 120 agreements. She reported on obstacles preventing shutoffs. The report will be filed with the certified minutes
- b. Fire Department – Fire Chief Stephen Barrett responded to 148 calls of services three calls for structural fires. There were squatters improperly heating the home. He made appeals for property homes to secure their properties. The full report will be filed with the certified minutes
- c. Police Department - Chief Malcolm White:
  - i. Reported that the Department responded to 418 calls of service and made twenty-one arrests.
  - ii. Reported plans to present two officers with commendations and others with letters of recommendation. The report will be filed with the certified minutes.
- d. Emergency Management Agency – Mayor Burgess read the report. The report will be filed with the certified minutes
- e. Public Works – Director Kevin Weller
  - i. Reported status on grass cutting, branch pick-up, and activities performed by staff.

- ii. Reported Leaf pick up in November
  - iii. Reported on the process for water complaints and shutoffs
  - iv. The full report will be filed with the certified minutes
- f. Community Development – Director Antonio Cooper was not present. No report provided.

**8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell had no report.
- b. Public Services Committee - Trustee Bernice Brewer:
  - i. Reported on a letter received by a resident to demolish a home
  - ii. The RFP for fire hydrants and the tree program should be available in two weeks as it is a time-sensitive issue.
  - iii. Requested that a proposal for pothole repairs using MFT funds for Carlisle Estates and Talandis.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant requested a report and a six-month review of how the budgets are being utilized at this point.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski
  - i. Requested that the RFP for inspections go before the Housing Committee for review before going to the Ordinance Review Committee to ensure that the ordinances' previous tenets were included. She announced a possible meeting the following Wednesday.
- e. Ordinance Review Committee - Trustee Linda L. Todd
  - i. Announced the next meeting
  - ii. Reported that the committee will bring information to the Board regarding Vendor Licenses/Pop Up Food events.
- f. Public Events – Trustee Debra Williams
  - i. Announced flyers on the Resource Table highlighting upcoming events.
  - ii. Announced the Blood Drive in conjunction with Bloom Trail students
  - iii. Announced the Veterans’ Meals event on November 13<sup>th</sup>. They can accommodate 100 veterans.
  - iv. Announced the fund-raiser to secure funds for Halloween

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer had no report but asked for prayers for the senior citizens.

**10) UNFINISHED BUSINESS** None

**11) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursements for \$520,226.70

Trustee Williams moved, and Trustee Jasinski seconded.

Questions/Comments

- Was the budget amended in March 2018 to consider the Treasurer's salary by Ordinance Number 18.009 and the requested retro-pay differential for ten thousand plus, now being requested for the position?
- A trustee attempted to provide the reason that the salary was not altered as needed.
- Another Trustee stated that there was no ordinance when the former Finance Director's pay was decreased and given to the Treasurer. Questioned the legality as salaries cannot be changed in the middle of a budget year. There was no budget amendment.
- The Clerk reminded them of the extensive discussions in Executive, Committee, and Board meetings. She offered to research past minutes and provide the Board with their content.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

### **Motion Carried**

- b. Motion to Approve the Following Consent Agenda  
Item 11.b. 5 was removed from the Consent Agenda.

11.b.1 Approve a Supplemental Resolution for Improvement Under the Illinois Highway Code – (221<sup>st</sup> Culvert Replacement)

11.b.2 Approve A Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Between Cook County, Illinois and The Village of Sauk Village, Illinois

11b..3 Approve A Resolution Approving an Intergovernmental Agreement for the Provision of Environmental Health Inspectional Services

11.b.4 Approve the Ordinance for the Cable Television Franchise Agreement by and Between the Village of Sauk Village and Comcast Of Illinois Inc.

11.b.5 Approve a Referendum/Ordinance to place a Question of Public Policy on the April 6, 2021 Ballot requesting Legal Voters in the Village of Sauk Village to Determine whether the Village Should Pursue its own United States Postal Zip Code. (Item was removed from the Consent Agenda)

11.b.6 Approve the Municode Estimate for Agreement for Supplement No. 2 to Code of Ordinances for \$3,626.30.

11.b.7 Approve a Resolution Approving the Contractual Subscription with Paylocity

Trustee Williams moved for the approval of the Consent Agenda, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

11.b.5 Approve research a Referendum/Ordinance to place a Question of Public Policy on the April 6, 2021 Ballot requesting Legal Voters in the Village of Sauk Village to Determine whether the Village Should Pursue its own United States Postal Zip Code. (Item was removed from the Consent Agenda)

Trustee Todd moved, and Trustee Bell seconded.

- Question  
When is the deadline to present the vote?

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c. Motion to Approve an Ordinance Amending Ordinance 20-019, dated September 29, 2020, (An Ordinance Creating the Positions of Finance Director, Assistant Finance Director, Payroll Specialist and Assistant Chief (Fire Department) of Administration) to Include the Public Works Director

Trustee Williams moved, and Trustee Todd seconded.

**Question/Comment**

- A Trustee stated that the positions should be individualized and not grouped and noted that others were requested when the Ordinance was approved.
- A Trustee stated the positions were created in May 2017 without the consent of the Board. The attorney advised that they had to create an ordinance to approve the positions in the budget
- Mayor Burgess advised that the position of Finance Director was always in place

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- d. Motion to Approve the **VILLAGE OF SAUK VILLAGE REQUEST FOR PROPOSALS (RFP): HOME INSPECTION ENTITY**
  - i. Mayor Burgess asked the Motion to be tabled as there were irregularities on the date of bid opening.

Trustee Williams moved, and Trustee Todd seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried****12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Williams took exception to the name-calling calling, discredit, and lack of acknowledgment of other Trustees and departments on the Sauk Village Illinois page
- Trustee Brewer stated that the Village is not Home-Rule. She announced other positions created by the Mayor without approval and consent of the Board. She appealed to others to gain a historical perspective of the Village and learn to appropriate a budget based upon required ordinances.
- Trustee Grant stated that the Finance Department and Public Works Director positions were in place for sixty years and prior to May 2017. Now that it is known, corrections are being made.
- Trustees Jasinski, Bell, and Todd had no comments
- Mayor Burgess announced the Veteran's Day celebration; he appealed to people to acknowledge that times are difficult during election periods. He was asked to announce the Treasurer's event.

**13) ADJOURNMENT**

Having exhausted all agenda items, Mayor Burgess asked for a motion to adjourn at 9:20 p.m.

Trustee Bell moved, and Trustee Todd seconded.

On Roll Call, the vote was unanimously approved.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

---

Be advised that the Board Minutes dated 10/13/2020 was submitted to the Board of Trustees for review on 10/25/2020 and approved 10/27/2020.

**JOURNAL OF PROCEEDINGS**

**Village of Sauk Village**

Committee of the Whole

Village Board of Trustees

21801 Torrence Avenue, Sauk Village, IL 60411

**Tuesday, October 20, 2020, 7:00 p.m.**

**In-Person Meeting & Teleconference**

Dial-in Number: (605) 475-3215      Access Code: 523110

• **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:00 p.m.

▪ **Roll Call**

On Roll Trustees: Bell, Brewer, Grant, Todd, Williams

Absent: Trustee Jasinski, with notice

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Hurckes, Finance Director Michelle Royster, H.R. Director Sonya Douglas, and Treasurer Anthony Finch

Mayor Burgess asked for a Moment of Silence for Cheryl Schultz, mother of Trustee Jasinski.

**PRESENTATIONS**

---

- MSI Software Proposal- Dan McDonald, MSI's sales manager, introduced himself and provided a video presentation of the Municipal Services that provides services for debt collection for many services, i.e., animal tags and vehicle stickers. He covered information on ticketing and adjudication. The software issues and tracks tickets with three options to consider. There is a capability to provide elements for business licenses, permits. Price points were asked. Mr. McDonald quoted \$2400.00 with a \$500.00 monthly discount. Training is not included. A menu of prices was discussed. A contract will be forwarded. There are available only during business hours. Troubleshooting during non-business hours would not be available. Customer references were questioned. The quote provided was for adjudication and home services combined.

- Mayor Burgess
- Public Buildings in Distressed Communities – Ken Holden discussed the subject topic. He is from Green Home Experts presenting on behalf of ComEd. Update the Village qualifies for free LED lighting for the public buildings, inside and outside. He referenced an application that requires completion for the evaluation of each site. The process for the evaluation, recommendation procedures were described. Completion would need to be completed in thirty days. Staff would be responsible for the installation of the light bulbs. Upon delivery, there would be no charge unless they were not installed. Further discussion ensued about the cost of replacement, the dimness of the LED lighting, and the need to provide separate presentations to the other entities with public buildings. The Public Works Director had

questions that were not answered. The staff's ability to perform the tasks would depend upon entering into agreements for each building individually. The Public Works and Water facilities would qualify. The Board will have a further discussion to make the deadlines as stipulated.

---

## DISCUSSIONS

---

- Trustee Williams - Financial Updates (Forensic Audit 2018-2019 Audit & Other Financial Records asked that the item is on the agenda. Adm. Hurckes provided the update. Director Royster provided information that both audits are moving forward. The Clerk asked if the Audit Company should be rescheduled as they did not attend the October 6 meeting. Bank statements and monthly meetings were requested. Mr. Finch advised that he had asked the Forensic Audit Company to attend the meeting. He mentioned the numerous Trustees who called the company. He reminded the Board that the audits would not be completed in a couple of months. The magnitude of running the Finance Department is extreme. Trustees offered to assist the department.
- Trustee Brewer - MFT Funds for Infrastructure repairs asked for a discussion of the distribution (\$100,000.00) of the MFT funds for use with the fire hydrants' repair. She asked that the funds be restricted to provide cosmetic improvements for hydrants once repaired or replaced.

A trustee asked where the funds were derived and advised that MFT Funds are already restricted and was uncertain if they could be used in the requested manner. The Village Adm, Fin. Director and Treasurer promised the funds for use in March. The Public Works Director stated that the Engineer should advise of the appropriateness.

Trustee Brewer stated that \$144,000.00 would come from C.N., \$100,000.00 was budgeted, and MFT Funds request for \$100,000.00 for a total of \$344,000.00. The appropriateness was questioned. Trustee Brewer stated that she would get everyone to sign off on the offer. A plan was advised and how the funds could be expended. The Clerk asked for the actual amount of funds generated from C.N. Funds, as those mentioned are not consistent. The actual amount would be shared. Trustee Brewer promised a plan outlining three steps and the various funds so that everyone is aware.

- Administrator Hurckes/Director Weller & Trustee Grant – Fire Hydrants – Mr. Hurckes advised of the e-mail he sent regarding the Bid that should be sent the following week. He advised of a two-phase program utilizing a vendor and Public Works completing in conjunction with them. Staff would work on Saturdays, and the number of staff needed, and the costs. He stated that Trustee Grant had presented a previously shared plan with the Administrator that was not shared with the Trustees but was shared with the Union. There was no written response to that proposal. Dir. Weller provided the logistics for the completion of four hydrants monthly. He was asked if hydrants' maintenance was inherent in staff job responsibilities and was told it was impossible for varying reasons. Trustee Grant presented the proposal he had shared and advised that other financial factors must be considered. He asked for a discussion on his proposal. A Trustee asked why the equipment was not

included in that proposal and the proposed timelines. She questioned elements noted and not included in both proposals and suggested several hydrants to be completed by the end of the year and the increased costs presented for parts. The staff was offered the proposition, but there were no confirmations that staff would work overtime. Trustee Brewer stated that the hydrants must be done. The Treasurer recommended that funds from the water fund are used and the task completed. He was not in agreement with out-sourcing. He advised of project management. Both proposals were asked to be viewed side-by-side, including a review of the benefits required and when the overtime would be done. Another Trustee asked to move forth and amend later. She asked that they start Saturday.

The Village Clerk took exception to kickstart a program that had no plan. She was out of order as she attempted to remind the Board of the plan of action previously discussed before starting that Saturday. There was a lot of discord.

A question was raised about why the funds budgeted last year to repair hydrants but not completed. The Mayor called for a five-minute recess at 9:10 p.m.

The meeting reconvened at 9:17 p.m. with Trustees Brewer, Bell, Grant, Todd, and Williams voting present. Mayor Burgess asked for a proposal before that Friday, and the consensus is given to the Clerk. There was no need for it to be on the next agenda. Staff needed to know when they would start working on Saturday.

- Trustee Todd - An Ordinance Amending Division 6 "Mobile Food Dispensers" of Article IX "Food Handlers" of Chapter 18 "Business and Business Regulations" of the Sauk Village Municipal Code to Regulate Temporary Food Dealers. Trustee Todd reviewed the previous Ordinance and highlighted the changes proposed. She outlined the changes to be considered, the costs per hour, and the Cook County Health Department's standards for such operation. The Committee asked to meet with the Interim Community Development Director. The Park Forest plan of operation was shared as a template. She requested the Board's input and stated the need for further research.
- Trustee Todd- Review Ordinance 00-12 Hours of Garbage Pick-up. The discussion took into consideration the hours of trash pick-up after a holiday. It was agreed to change the time to 6:00 a.m. – 4:00 p.m. The changes should be incorporated into the handbook. Days of the week are not a factor as they vary.
- The Village Clerk reviewed the proposed changes to the Residents' Handbook. She discussed elements of the revised handbook and asked for input. Trustees were asked to share recommended changes.

---

#### **PUBLIC COMMENT**

---

- L. Washington discussed her personal experience with inconsistencies of adherence to rules and regulations; communication in times of emergencies.
  - Mayor Burgess' Response
    - He was aware that individuals attempt to circumvent permits. They are fined when it becomes known. Residents must call the appropriate services during emergencies. Professionals people should be hailed.

**MOTION TO RECESS TO EXECUTIVE SESSION**

---

There was no Executive Session

---

**MOTION TO RECONVENE**

---

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee announced the Food Box Distributions and the Blood Drive, and the Health Screening with the Kidney Foundation, and asked that the hydrants program be started as soon as possible.
  - Trustee Brewer asked that the hydrants program be addressed. She stated that there was a plan to start that Saturday.
  - Trustee Bell advised that 911 be called during emergencies.
  - Trustees Grant and Todd had no comments.
  - Mayor Burgess announced the downed plane; the Veteran's Celebration
- 

**ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 10:08 p.m.

Trustee Brewer moved, and Trustee Bell seconded. The meeting adjourned by a roll call vote with all Trustees in attendance voting Aye.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

Be advised that Committee Meeting Minutes dated 10/20/ 2020 were submitted to the Board of Trustees for review on 11/4//2020. They were approved on 11/10/2020

---

**JOURNAL OF PROCEEDINGS**

**BOARD Meeting  
of  
the Corporate Authorities  
Village of Sauk Village**

**On-site and Teleconference**

**Tuesday, October 27, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:05 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Administrator, Hurckes, Eng. Czarnik, Dir. Royster, Chief Barrett, Chief White, Director Weller

**Others in Attendance:** Clerk Marva Campbell-Pruitt

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Session

**3) MOTION TO RECONVENE REGULAR BOARD WITH ACTION**

**4) APPROVAL OF MINUTES**

- a. Motion to Approve the Journal of Proceedings for Committee of the Whole Meeting of October 6, 2020

Trustee Williams moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**b. Motion to Approve the Journal of Proceedings for the Board Meeting of October 13, 2020**

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**5) PUBLIC COMMENT**

- R. Williams Baig refuted materials posted to the Sauk Village Illinois' Facebook page. She provided Trustees a document
- E. Norcut spoke to items of the Sauk Village Illinois' Facebook page.
- F. Williams spoke on the dissemination of erroneous information
- L. Washington spoke on Facebook items, the funds collected from the Gas N Wash, vendor qualifications, and the need for the Board to know. Trustees did not know the vendor of the Movie in the Park and the availability of Accounts Payable

Mayor Burgess' Responses

- The Facebook page referenced is not sanctioned by the Village, and he could not speak towards it and has no power where the page is concerned.
- The document presented referencing taxing bodies allegations against another is not accurate
- Family members should not be a target
- The funds received from gaming goes to the General Fund and is included in the quarterly reports.
- The Board was provided the cost and information pertaining to the Movie in the Park. It was funded 100% by donations, Trustees were emailed and asked for the approval of funds before all donations were received, and the anticipated sources were provided in advance. It did not cost the taxpayers
- The Facebook Sauk Village-E-News Page is the only page sanctioned by the Village. It is the

**6) REPORTS OF OFFICERS**

a. Mayor's Report - Mayor Derrick Burgess

- i. Read a Proclamation to Cheryl Schultz, highlighting her accomplishments. He recognized her committed volunteerism and service to the Village.
- ii. New Covid-19 restrictions relative to restaurants effective the following day.

- iii. Halloween would be celebrated, and the Trunk or Treat would be researched.
- b. Village Clerk – Ms. Marva Campbell-Pruitt
  - i. Announced the virtual Property Tax Appeal Forum for Bloom Township
  - ii. Announced the Nat’l Kidney Foundation screenings
  - iii. Appealed to everyone with FB pages to share the happenings
  - iv. Invited candidates seeking office for the 2021 elections to attend the Informational Forum. She announced the firm deadline of November 9<sup>th</sup> to register and asked Trustees to speak at the Forum
  - v. Encouraged everyone to vote and provided locations for Early Voting.
  - vi. Asked to revise the Public Comments segment
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik
  - i. Provided an update on the progress of projects in the works
    - 1. I-394 Water Main Replacement
    - 2. The elevated paint project is in process
    - 3. 221<sup>st</sup> Culvert
    - 4. Construction for the TIF
    - 5. Bid Opening for Fire Hydrants in November
    - 6. Completing the audit report for IDOT
- e. Village Administrator Jerry Hurckes
  - i. Discussed a game plan for the hydrants with Dir. Weller. Public Works would work on those on the southside, and the private contractor would work on those on the northside; an RFP would stipulate the scope of work; Boil Orders will be presented to residents and, weekly reports would be provided
  - ii. The union agreed to allow a contractor to remove 67 trees that are 36” in diameter or larger. Dir. Weller received four proposals.
  - iii. Well 2 needs a new pump
  - iv. Reported a donation of playground equipment
  - v. MOU with the realtors to be discussed at the next Housing Meeting.
- f. Treasurer’s Report – Mr. Anthony Finch was not present.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster
  - i. Requested approval of Accounts Payable for \$238,633.99. The total includes a payroll of \$137,314.09.
  - ii. The Forensic and Independent Audits are progressing. The Forensic Audits should be on-site in late November or early December
- b. Fire Department – Fire Chief Stephen Barrett
  - i. Reported 100 calls for service

- ii. Received accolades in the assistance with the plane crash
- c. Police Department - Chief Malcolm White
  - i. Reported 440 calls for service
  - ii. Made eight arrests
  - iii. Recovered twenty-two illegal guns and charged ten suspects between July and September
- d. Emergency Management Agency - Director Allen Vavrik
- e. Public Works – Director Kevin Weller was not present.
- f. Community Development – Director Antonio Cooper was not present

#### **8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell had no report.
- b. Public Services Committee - Trustee Bernice Brewer
  - i. She is working on a purchase ordering process with the Finance Director
  - ii. She had no agenda
  - iii. Congratulated staff working on hydrants
- c. Budget & Finance Committee- Trustee Rodrick R. Grant
  - i. There would likely be a Budget to Actual report the following week
  - ii. Requested that the mapping of the fire hydrants be displayed weekly
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd
  - i. The committee had no meeting scheduled
  - ii. There was a need to meet with the Cook County Department of Health
  - iii. Asked that the action item under new business be removed
- f. Public Events – Trustee Debra Williams
  - i. Had nineteen donations at the Blood Drive
  - ii. Food Box Distribution scheduled. New ones will be planned.
  - iii. Announced the Public Events Face Book Page
  - iv. She offered to reestablish the Sauk Talk and update the website.

#### **9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer was not present.

#### **10) UNFINISHED BUSINESS**

#### **11) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursement for \$375,848.08 (not the same as presented)

Trustee Bell moved, and Trustee Jasinski seconded.

#### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b. Motion to Approve an Ordinance Amending Section 72.11 of the Sauk Village Municipal Code (Ordinance 00-12 - Hours of Garbage Pick-up). This subject will go back to the committee.

## **12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Williams asked about the map of the hydrants. Asked for a report of the number of hydrants repaired; Read Sec. 3036 concerning unruly members
- Trustee Bell announced that new hydrants have new covers
- Trustee Grant stated that five-ten hydrants were repaired
- Trustee Todd had no comments
- Trustee Jasinski expressed appreciation for the emergency services and those who supported her and her family.
  
- Trustee Brewer asked that contractors be licensed; wish to discuss how items are placed on the agenda and that the Accounts Payable be placed on the resource table.
  
- Mayor Burgess announced that November 3<sup>rd</sup> was a holiday and that Village Hall would be closed; If the State goes back to Phase III, Village Hall would likely close. For now, it is still open.; Veterans Day would change, be virtual or another format.

## **13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess asked for a motion to adjourn at 8:12 p.m. Trustee Bell moved, and Trustee Brewer seconded. The motion was carried unanimously by a roll call vote.

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

Be advised that the Board Meeting Minutes dated 10/27/ 2020 were submitted to the Board of Trustees for review on 11/22/2020. They were approved on 11/ /2020

**Village of Sauk Village  
BOARD Meeting  
of  
the Corporate Authorities  
On-site and Teleconference  
(Dial-in Number: [\(605\) 475-3215](tel:6054753215)  
Access Code: 523110 #**

**Tuesday, November 10, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:10 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd,  
Trustee Williams (Attended Remotely)  
Absent: None

**Staff Present:** Adm. Hurckes, Eng. Czarnik, Dir. Royster, Dir. Weller

Clerk Marva Campbell-Pruitt

Others in  
Attendance:

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Session

**3) MOTION TO RECONVENE REGULAR BOARD WITH ACTION**

**4) APPROVAL OF MINUTES**

a. Motion to Approve the Journal of Proceedings for Committee of the Whole Meeting of October 20, 2020

Trustee Todd moved, and Trustee Bell seconded.

Discussion

Trustee Brewer stated that the actual amount from CN would be \$142,524.00.

### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Todd

Nays: Trustee Williams

Abstain: Trustee Jasinski

### **Motion Carried**

### **5) PUBLIC COMMENT**

- J. Cast clarified a previous comment concerning Robinson Engineer. Questioned the Accounts Payable report not being available in draft form/before approval
- L. Stewart mentioned the house was divided.

Mayor Burgess' Response

Apologized that he heard the comments concerning Robinson Engineering and Public Works stated incorrectly.

He would review the practice of distributing Accounts Payable distribution

### **6) REPORTS OF OFFICERS**

#### **a. Mayor's Report - Mayor Derrick Burgess:**

- i. Announced the close of Village Hall in observance of Veteran's Day.
- ii. Announced the logistics for the celebration of Veteran's Day
- iii. Spoke to the businesses seeking to open. Once business licenses are issued, he informed that he would inform Trustees
- iv. COVID -19 cases have risen. He spoke of the ramifications for restaurants and seating. He spoke of the intended vaccines to be available in February.

#### **b. Village Clerk – Ms. Marva Campbell-Pruitt:**

- i. Spoke to the weekly increases of ten COVID cases. Currently, there are 277 cases. She informed the Board that she would ask that ZOOM meetings be resumed. She works from home remotely as a precautionary measure
- ii. She spoke to only one issue at the Polling Places during the elections, and the assistance she provided
- iii. Candidates Forum is scheduled for November 21<sup>st</sup>, and that it would likely be by ZOOM
- iv. She announced the Kidney and Diabetes Screening
- v. Municode is readying the Supplemental Ordinances for mailing
- vi. Boil Order was posted on the E-News page.

#### **c. Village Attorney- Atty. Mike McGrath was not present**

#### **d. Village Engineer – Mr. Jim Czarnik**

- i. Announced a Roadway Improvement Program that would be funded by the issuance of Bonds. Will announce the entire process and funding at the next Committee of the Whole meeting
- ii. The bids for the Fire Hydrants Program will be introduced at the next Committee of the Whole meeting

- e. Village Administrator- Mr. Jerry Hurckes:
  - i. Reported on the fire hydrant and the main that was replaced the previous week. He provided an update on the intended Hydrant to be repaired/replaced
  - ii. Four Tree Proposals were placed in mailboxes and would be discussed in Committee.
  - iii. Announced that a Park District donated equipment to be installed in Arrow Park in the Spring.
  - iv. The Attorney has been asked to draft an Ordinance for realtors.
  - v. Minority Trucking requested a continuation of their 6 B license
  - vi. He discussed Bond Work with Mary Thompson and TIF Development
  - vii. Marco Trucking updated him on the approvals received. The company would seek incentives from the Village and Enterprise Funds
  - viii. He spoke of the homes that need demolition. He would look to go to bid for companies to demolish properties.
  
- f. Treasurer's Report – Mr. Anthony Finch was not present

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Provided the Payroll and Accounts Payable amount of \$255,064.14 for approval.
  - ii. Reported on the status with Miller Cooper. They are scheduled to be on-site in December
  - iii. She met with Azvaar, who is assessing revenue collection activities.
  - iv. COVID grant documents are being prepared for submission. An increase in awards is expected to be \$12,000.00 from the \$536,000.00
- b. Fire Department – Fire Chief Stephen Barrett was not present
  
- c. Police Department - Sgt. Langham (sp) read the report in Chief White's stead.
  - i. 371 Calls of Service. And ten arrests.
  - ii. The arsonist has been arrested
  
- d. Emergency Management Agency - Director Allen Vavrik was not present
  
- e. Public Works – Director Kevin Weller:
  - i. Provided an update on staff activities, branch pick up, leaf pick up, water complaints are being addressed. They are working on the shut-off list
  - ii. Set up for three events
  - iii. Updated the Marquee
  - iv. Repaired lights as needed
  - v. West tower is being drained for the painting project
  - vi. Power patching is taking place
  - vii. Road closures
  
- f. Community Development – Interim Director Antonio Cooper was not present

## **8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell
  - i. Will schedule a meeting for the last week of November

- b. Public Services Committee - Trustee Bernice Brewer:
  - i. Asked a couple of questions about the plans for COVID and sought to ask residents to mail water bills and to add a reminder to water bill to mask up, wash you hands and social distance.
  - ii. Reported that there is an Approved plan for 17 hydrants with the Union and Public Works on board
  - iii. Reported that there is a plan with the Union and Public Works on board and that the Mayor's plan could be implemented as well
- c. Budget & Finance Committee- Trustee Rodrick R. Grant:
  - i. Reported that talks on the audits are on-going
  - ii. He is seeking the Budget to Actuals for review at an upcoming Committee of the Whole
  - iii. He asked about the chart of the fire hydrants
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski:
  - i. Reported that the Kemper and Dynamic v. Sauk Village litigation sought nine changes. The Board should discuss the items being requested and not in her Committee
- e. Ordinance Review Committee - Trustee Linda L. Todd:
  - i. Discussed the mobile food dispensary ordinance and sought Trustee input.
- f. Public Events – Trustee Debra Williams informed that she could not hear the bulk of the call.
  - i. The Report:
  - ii. Announced the Drive-up COVID testing and Flu Shots planned the following day. She sought volunteers
  - iii. She announced the early Thanksgiving Veteran's Dinner at Bambinos Restaurant.
  - iv. Announced the screening for the Kidney screening logistics

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer had no report

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursements for \$255,064.14  
Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES – NO COMMENTS**

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 8:53 p.m.

Trustee Bell moved, and Trustee Williams seconded. On Roll Call, all Trustees voted Aye.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village**  
Committee of the Whole  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, November 17, 2020, 7:00 p.m.**  
**Virtual (ZOOM) Meeting & Audio-conference**

**(Submitted for Approval First: December 8, 2020, Second) January 26, 2021)**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:00 p.m.

- **Roll Call**

On Roll Trustees: Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Hurckes, Planner, Maggie Jarr

---

**PRESENTATIONS**

---

- Cook County Commissioner 6<sup>th</sup> District- Commissioner Donna Miller
  - Provided updates on issues within Cook County and the 6<sup>th</sup> District
    - COVID – 19 Rate Increasing across the County and in Sauk Village
    - The focus of every meeting that she attends to ensure we receive services and programs
    - Shared that Invest in Cook Programs and 8.5 mil dollar program through the Department of Transportation and developers to connect
    - Sauk Village was approved for \$300,000.00 to complete a feasibility study for the regional trail system between Chicago Heights and Dyer/Schererville Indiana
  - Mayor Burgess asked about the CARES Act funds and was told the funds must be distributed by the end of the year. The next round of funds would be provided to grantees individually. The program is stalled, awaiting a vote.
- Urban Gardens Agreement
  - Rev. Melody Seaton outlined many of the accomplishments of Grace UCC and its services to the community.
  - She shared details of a letter sent and goals of a proposed partnership with Just Roots and the Botanical Garden to develop a Community Garden. She presented an agreement stating the need for collaboration with the Village for the free water sources to sustain the garden to benefit the community.
- Engineer Jim Czarnik
  - Proposed Roadway Improvement Program

- A slide presentation was made outlining existing and new funds, and the proposed streets to be repaired.
  - Rebuild Illinois \$692,387.00 was allocated to the Village. Two payments were received.
  - MFT Allotments amended to distribute supplemental funds. 168,000.00 The Village can issue a Bond to fund a project for up to 2.3 million for the project
- Current
  - Standard MFT Allotments is \$2480,000.00 Crack, sealing, and patching is recommended
  - CDBG would provide up to \$400,000.00 every other year. The Village usually receives \$200,000.00
  - Along with the C-Map, there was a Pavement Evaluation Study. It was recommended that the entire roadway network be maintained. Current funding would be insufficient. The recommended crack, sealing, and patching would save significant funds in the future.
  - Increase funding for the rehabilitation of the roadway.
- The guidance provided by the study and funding availability establishes a three-prong program.
  - The funding discussed and the recommended Bonding issuance would permit the Village to cost-effectively complete many roads 29000,000 feet of roadways.
  - He presented a master map outlining which streets would be funded by the programs mentioned.
  - He stated that additional streets could be referred and that he should be contacted
  - Questions/Comments
    - Arrowhead Project was mentioned as information was to be provided. Those projects were not announced
    - The subject of the Bonds will be discussed.

## DISCUSSIONS

- **Village Administration**

- Maggie Jarr
  - Resolution Approving an Intergovernmental Agreement between Village of Sauk Village and the Regional Transportation Authority (RTA) for the 2020 Access to Transit Grant Resolution
    - A slide presentation was provided concerning the topic. A resolution and agreement were provided.
    - She reviewed portions of the CMAP Plan for Improvement.
    - A grant was applied to fund small projects for the Phase I Implementation Study. The Complete Streets Project was approved \$50,000.00 that Lincoln Highway and Sauk Trail for new sidewalks. There is no local match required.
  - Questions/ Comments

- Would RTA put in the sidewalks, No. There would be a Phase II Grant. The sidewalks are not guaranteed. Mayor Burgess advised that funds would be tight
- Sidewalks towards Candlelight must be addressed.
- Project funding states that the Village would be responsible for an overage of \$50,000.00. What would happen when there is an overage?
  - The scope of work would be revised.

A resolution for approval was requested to be on the agenda at the following Board Meeting

- Mayor Burgess
  - Fire Hydrant Repair/Replacement Program
    - Review Plan of 11/10/2020 and Q & A
    - Mayor Burgess reintroduced the proposed program. He then solicited questions from the Trustees. The Questions and responses will be attached to these minutes.
      - The Mayor asked that it come to a vote at the following meeting.
  - RFP Bid Opening for Fire Hydrants
    - The following bid documents were received and opened:
      - Steve Spires Construction – \$230, 408.50
      - Airy’s, Inc. - \$224,565.00
      - Calumet City Plumbing - \$285,215.00
      - M & J Underground - \$223,635.00
      - Olthoff, Inc. - \$274,432.36

The bids were surrendered to the Village’s Engineer for the company’s recommendation and brought to a vote at a subsequent Board Meeting.

### **Question/Comment**

The CARES grant is for COVID related instances.

There was a report that the CARES Grant was already committed. The Clerk advised that it had been promised. The Village met the deadline for the intent. The dollar amount and constructs were not needed to be provided.

The list had already been requested for reimbursement for payroll for the Fire and Police Departments. The Village Administrator advised that additional federal funds were forthcoming.

The question asked was, should the project continue to be researched. The Clerk asked if the concepts should continue for exploration. Mayor Burgess suggested that research for funding is worthy. All Board members stated that it was okay to move forward.

Information from the Library Sign maker will be shared with the Village Clerk for a quote.

- Clerk Marva Campbell-Pruitt
  - Web-site Postings and FOIA Requests
    - The results of posting to the website have been problematic. Minutes sent had not been published promptly. The IT Consultant agreed to provide access to the Web.
  - Digital Sign/Marques
    - Presented quotes for the signs. If funded by grants, the Village would not be encumbered. The Pros are that the Village could communicate with residents to a greater degree. The project could be funded through current grants. Funds totaling \$90,000.00 were requested from the CARES grant. Two companies were presented. No action was needed at that time.
  - Village Resident Handbook
    - Additional feedback was requested so that the Handbook could be presented for approval.
- Adm. Hurckes
  - Tree Removal Program
    - Has received from the Public Works Director four proposals that are predicated on the size of the trees. Seventy-four trees include no stump removal or restoration. The recommended company is Midwest Tree Company. The funds would come from the CN funds. It is over the amount obligated, so one tree may need to be foregone.
    - Mayor Burgess asked if there was a deadline for the proposed quotes
    - If CN funds were allocated for the fire Hydrants Project, how much would the tree cuts cost? Trustee Brewer stated that if additional funds were needed, the difference for the fire hydrants could come from the Water Fund.
    - A Trustee posed that the funds were being allocated from the same source that required clarification. The response was that \$142,000.00 from the CN allocation for fire hydrants was agreed to fund fire hydrants.
    - Is the Union on Board. CN funds cannot be used for the trees. Use the Water Funds for the hydrants. The Board should decide how and when to complete both projects according to the timing, weather, and the Union agreement. The Village Administrator stated that the Union had agreed to the provision for trees for the Village. CN stated that they agree with whatever is for the best interest of the Village. The agreement would be provided.

Before this proposal is included on the Board agenda, further details would be required. Unrest ensued. There will be a follow-up to deal with the uncertainties. It will come back before the Board.

- 6 B for Minority Trucking asked for an extension for ten years. The Village Administrator recommended that it is voted on at the next Board Meeting. A resolution is required. The Village Clerk requested that the necessary documents be available to bring items to a vote.
- A Question of what a 6 B designation is and was responded to by the Village Administrator.
- COVID-19 Virus Plan of Operations the HR Consultant, Sonya Douglas, provided information on the process and items ordered. Volunteers and guests have been limited.

## **PUBLIC COMMENT**

---

NONE

### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

Trustee Brewer mentioned the projects discussed. She asked to be proactive in providing staff the choice to work from home or to close the front office.

Trustee Todd reported that she had planned a meeting but must explore other options. She commented that if Village Hall must close, staff should continue to work.

Trustee Williams stated that she is pleased that a plan has been developed. She announced:

- The Kidney Screening would be postponed. One Hundred-twenty-three individuals were tested at the COVID screening.
- A Blood Drive would take place on December 26<sup>th</sup>.
- She asked about turkey distribution for Thanksgiving.

Trustee Grant thanked those involved with the COVID Plan.

Trustee Bell thanked those involved with the COVID Plan.

Trustee Jasinski hoped that the Plan would be enforced. She is not in favor of closing the Village Hall.

Mayor Burgess announced:

- The Village Hall, the Police and Fire Departments would be sanitized.
- The Santa Parade on the first Saturday of December
- Turkey donations for the baskets for Holiday Cheer.
- The Village will increase PPE's for the Village staff.

\*\*\*\*\*Please note that two items requested to move forward for adoption were removed and will not be included on the next Board Meeting Agenda. i.e., The RTA Resolution and the Fire Hydrant Plan.

---

**ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 9:55 p.m.

Trustee Bell moved, and Trustee Williams Seconded. The motion carried by a voice vote with all Trustees voting Aye.

/s/Mayor Derrick Burgess

/s/Village Clerk Marva Campbell-Pruitt

ADDENDUM

### **Questions/Comments by Trustees and Mayor Concerning the Fire Hydrant Repair Program from the November 17, 2020 Committee Meeting**

- Does the church own the land? What source of water is needed? The Fire Department realized limitations in the past when assisting the Beautification Committee. Public Works may be a source of water. What would happen if the Fire Department could not water on a date? The watering schedule should be able to accommodate.
- A Trustee suggested that the church contact the Metropolitan Water Reclamation District for rain barrels and watering twice weekly. The topic should be revisited closer to the date of inception.
- Where will the land be cultivated? Water is circulated two to three times a week.
- A meeting and agreement are required in December for funding and approval.
- The Fire Department had been contacted, and they agree to assist and meet the needs of the provision. The attorney had been contacted and stated that rather than an IGA, a resolution is required. A resolution will be drawn and presented at the next Board Meeting for consideration for adoption.

### **Questions/Comments by Trustees Concerning the Fire Hydrant Repair Program Presented by Mayor Derrick Burgess from the November 17, 2020 Committee Meeting**

Did the Engineer review the Plan?

What is the timeline for the hydrants' start time?

May need to reserve funds because of the COVID. Requires additional information.

The restoration was not clearly defined and where the specifications were derived.

The CN funds were earmarked for tree trimming, so it could not be factored into the proposal.

The Board was reminded that the Treasurer forecast a shortage in revenue.

The existing Plan should not be impacted by the new Plan presented by the Mayor.

Finish the current project and move forward with the new Plan.

Could a Trustee sit in on negotiations for the 'Phase III' plan?

Estimates for the repair phase were in the proposal, along with the timeline. The Engineer was not engaged because it was not approved.

The Union approved Seventeen hydrants. Was the Union contacted for the additional proposed Plan? It would cause grievances.

The Union and Engineer would be contacted upon approval. Recommendation to place the approval for consideration of adoption at the next Board Meeting.

The Treasurer stipulated that the funds available were for \$100,000.00. Where would the remaining funds be generated?

The funds are likely to be available.

The \$100,000.00 was budgeted. The funds from the Water Fund is projected to meet the expense of the proposed Plan. The costs would diminish as some hydrants would be completed by the time of the proposed Plan. Increased staff for \$240,000.00 would be challenging to accomplish. The Village and the South Suburban

Assurance was asked to ensure that the Plan would not be implemented until the agreements were made, should not obligate \$600,000.00 before moving forth.

No current project is asked to be stopped.

If presented to the Union and they are not in agreement, would they negate the current agreement.

It is unlikely that the Union would negate the agreement.

The Plan should have been discussed during the previous planning.

It is not the Mayor's Plan. He has been gathering information for the current one presented.

All hydrants should be fixed using the Water Fund. New Public Work staff must be considered. Outsourcing many projects could be used to fund new staff.

The Village Clerk reported that the Clerk's office does not have a copy of the agreement between the Union and the Village for tree removal. She requested a legal copy. A copy should be forthcoming by the Village Administrator. It was approved through a consensus. It is to be provided.

## JOURNAL OF PROCEEDINGS

### BOARD Meeting of the Corporate Authorities Village of Sauk Village Virtual Meeting Via ZOOM

Tuesday, November 24, 2020  
7:00 p.m.

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:08 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams

Absent: None

**Staff Present:** Adm. Hurckes, Eng. Czarnik, Dir. Royster

**Others in Attendance:** Clerk Marva Campbell-Pruitt

#### **2) MOTION TO RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion to recess to Executive Closed Session at 7:09 p.m. Trustee Todd moved, and Trustee Brewer seconded. The roll call vote was unanimous.

#### **3) MOTION TO RECONVENE REGULAR BOARD WITH ACTION**

Mayor Burgess called for a motion to reconvene the Board Meeting at 7:41 p.m. Trustee Bill moved, and Trustee Williams seconded. On Roll Call, all Trustees responded present.

#### **4) APPROVAL OF MINUTES**

Mayor Burgess called for motions to approve the following minutes:

- a. Motion to Approve the Journal of Proceedings for the Board Meeting of October 27, 2020. Trustee Bell moved, and Trustee Jasinski seconded. The roll call vote was unanimous.

- b. Motion to Approve the Journal of Proceedings for the Board Meeting of November 10, 2020. This item was not presented for adoption.

## 5) PUBLIC COMMENT

- J. Welling questioned the award for the Fire Hydrant Replacement Project that was awarded to the second lowest bidder.
- T. Ragland sent an email message that was read by the Clerk, extending holiday greetings to the Mayor, Board, office staff and first responders.

## 6) REPORTS OF OFFICERS

- a. Mayor's Report - Mayor Derrick Burgess reported:
  - i. COVID-19 planning and preparation
    - 1. The impact that the Region Tier III status had on businesses.
  - ii. The logistics of the Christmas Parade on December 5, 2020. Trustees, staff the Fire and Police Departments and Public Works were asked to be engaged.
  - iii. The Holiday Cheer and the need for donations.
- b. Village Clerk – Ms. Marva Campbell-Pruitt reported:
  - i. Reminder of the Holiday Closing for the Thanksgiving Holiday.
  - ii. Additional information of the Christmas Parade.
  - iii. PPE distribution and readiness.
- c. Village Attorney- Atty. Mike McGrath
- d. Village Engineer – Mr. Jim Czarnik read a report that will be filed with the certified minutes highlighting:
  - i. MFT Roadway Improvement and the forms needed for adoption
  - ii. Fire Hydrants Project – a Pre-construction Meeting will be scheduled once a company is approved
  - iii. The delay of the West Elevator Paint Project until the spring
  - iv. The delay of the 221<sup>st</sup> Culvert Project until the spring
  - v. The delay of the TIF Resurfacing Project
- e. Village Administrator Jerry Hurckes provided the following updates:
  - i. Behr Paint visitation and intended upgrades
  - ii. Marco Trucking parking lot and the desire to build a fence. Need to be included on the next Committee Meeting.
  - iii. Faro <sp> Gas issues with propane tanks and a brush fire
  - iv. A water supply coming through Sauk Village to provide water from Chicago to Joliet
  - v. RFP for Inspections are released
- f. Treasurer's Report – Mr. Anthony Finch was not present.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Requested approval of Accounts/Payable for \$467,924.00
    1. Payroll \$142,636.59
    2. Accounts Payable - \$325,287.41
  - ii. Announced that Miller Cooper asked to reschedule the on-site audit visit until January 2021
  - iii. Preparing the 2020 Levy for discussion. She requested information from departments
- b. Fire Department – Fire Chief Stephen Barrett reported:
  - i. Responding to 108 calls for service
  - ii. Increase in ambulance calls stemming from COVID incidents
  - iii. Provide safety measures while cooking
- c. Police Department - Chief Malcolm White reported:
  - i. Responding to 346 calls for service
  - ii. Made twelve arrests
  - iii. Provided safety driving instructions
- d. Emergency Management Agency - Director Allen Vavrik was not present
- e. Public Works – Director Kevin Weller was not present.
- f. Community Development – Director Antonio Cooper was not present at the report time.

## **8) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a. Public Safety Committee – Trustee Gary Bell reported:
  - i. COVID Safety measures
  - ii. Meeting scheduled for the third week of December
- b. Public Services Committee - Trustee Bernice Brewer – had no report.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant
  - i. Applied and received funds from the COVID grant. Need to amend the budget. (correction, the funds were not received)
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no report.
- f. Public Events – Trustee Debra Williams updated:
  - i. Cancellation of the Kidney Screening
  - ii. COVID Testing served 123 individuals and 15 given flu shots
  - iii. Thanksgiving Dinner in conjunction with the library for 100 residents

## **9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer was not present.

## **10) UNFINISHED BUSINESS**

## **11) NEW BUSINESS**

### **a. MOTION TO APPROVE A CONSENT AGENDA**

- i. Approve the Payroll and Accounts Payable Disbursement
- ii. Approve a Resolution Approving the Village of Sauk Village Commitment to Supply Water for Urban Gardens for Grace United Church of Christ
- iii. Approve the Roadway Improvement Project
- iv. Approve a 6B Tax Credit for Minority Trucking

Consent Item 11 a. ii was requested to remove from the Consent Agenda and to vote on in separately.

### **The motion to approve the Consent Agenda for items 11 a. i, 11 a. iii and 11a. iv**

Moved by Trustee Bell, and seconded by Trustee Jasinski

#### **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

#### **Motion carried**

### **Item 11 a. ii**

Moved by Trustee Todd and seconded by Trustee Jasinski

Trustees engaged in discussion on logistics and liability issues. The motion was rescinded pending a review from the attorney, and language towards the Village not being held liable for harm to the crops.

- b. Motion to Approve a Proposal for Midwest to Provide Tree Removal Service Pending the Written Agreement from the Union and CN

Trustee Bell moved, and Trustee Jasinski seconded.

The motion was rescinded pending the required documents

- c. Motion to Accept one of two Recommendations from Robinson Engineer for an RFP for Fire Hydrant Replacement (Airy's Inc. - \$224,565.00)

Trustee Bell moved and Trustee Williams seconded.

#### **On Roll Call:**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

#### **Motion Carried**

## 12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES

- Trustee Brewer inquired about when would Airy's start work? She stated that the Board should use Robert's Rules of Order.
- Trustees Bell and Jasinski had no comment.
- Trustee Todd and Grant wished everyone a happy holiday.
- Trustee Williams questioned if a roll call vote was taken for item 11 B.
- Mayor Burgess asked for a Special Meeting on December 1, 2020

## 13) ADJOURNMENT

Mayor Burgess asked for a motion to adjourn the meeting at 8:49 p.m.

Trustee Bell moved, and Trustee Williams seconded. The roll call vote was unanimous.

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

Be advised that Board Minutes dated 11/24/2020 were submitted to the Board of Trustees for review on 01/23/2020. They were approved on 01/26/2021. They do not meet the guidelines established for timely approval of minutes.

**JOURNAL OF PROCEEDINGS  
Village of Sauk Village  
BOARD Meeting  
of  
the Corporate Authorities  
Virtual ~ ZOOM**

**Tuesday, December 8, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:01 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present Remote: Trustees; Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None

**Staff Present:** Director, Royster, Administrator Hurckes, Chief Barrett, Chief White, Eng. Czarnik,

Others in Attendance: Clerk Marva Campbell-Pruitt

**\*There is no recording of this meeting due to equipment malfunctions.**

**1) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Closed Session

**2) MOTION TO RECONVENE REGULAR BOARD**

**3) APPROVAL OF MINUTES**

- a) Motion to Approve the Journal of Proceedings for the Special Committee Meeting of November 10, 2020

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**b) Motion to Approve the Journal of Proceedings for the Board Meeting of November 10, 2020**

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**4) PUBLIC COMMENT**

- J. Cast spoke of the inconsistencies of permits and procedures
  - Mayor Burgess addressed the requirements that all must possess an occupancy permit

**5) REPORTS OF OFFICERS**

- a) Mayor's Report - Mayor Derrick Burgess
  - i) Announced the availability of PPE for Trustees and staff
  - ii) Read and email from Commissioner Miller granting additional funds (seven million for residents experiencing difficulties because of the pandemic.
- b) Village Clerk – Ms. Marva Campbell-Pruitt
  - i) Thanked residents and parade participants regarding the Parade and Tree Lighting ceremony
  - ii) Announced date and time for Holiday Cheer
- c) Village Attorney- Atty. Mike McGrath was not present
- d) Village Engineer – Mr. Jim Czarnik presented a written report to be filed and noted that the IPA would conduct an audit.
- e) Village Administrator- Mr. Jerry Hurckes
  - i) Airy's contract to be completed
  - ii) Ferrell made a payment on the gas bill
  - iii) Met with Nicor Gas and Republic
  - iv) CN Contract was sent the day prior
  - v) Provided an update on the fire hydrants
- f) Treasurer's Report – Mr. Anthony Finch was not present.

**6) REPORTS OF DEPARTMENTS**

- a) Finance & Administration – Director Michelle Royster
  - i) Recommended payment of Payroll - \$135,206.56 and Accounts Payable for \$185,465.15
  - ii) Announced the need to schedule a Public Hearing for the Tax Levy
  - iii) Announced grant funds received.
- b) Fire Department – Fire Chief Stephen Barrett
  - i) Calls for Service - 80
- c) Police Department - Chief Malcolm White
  - i) Calls for Service – 332
  - ii) Arrests – 16
  - iii) Responded to questions about the motorcams
  - iv) Reminded residents to use the Safe Exchange Zone for on-line purchases
- d) Emergency Management Agency – Trustee Todd read the written report that will be filed.
- e) Public Works – Trustee Todd read the written report that will be filed
- f) Community Development – Interim Director Antonio Cooper was not present.

**7) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a) Public Safety Committee – Trustee Gary Bell
  - i) Assisting with the Opti com System
- b) Public Services Committee - Trustee Bernice Brewer
  - i) Working with Republic to determine house counts, there were overpayments, working to get senior discounts.
- c) Budget & Finance Committee- Trustee Rodrick R. Grant
  - i) Requested a Budget to Actual report
- d) Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e) Ordinance Review Committee - Trustee Linda L. Todd
  - i) Working to establish a meeting
  - ii) Updated the Code Book. It is on her desk
- f) Public Events – Trustee Debra Williams
  - i) Expressed appreciation for those who co-hosted a dinner for one hundred at the library
  - ii) Announced food distributions, COVID Screening and Blood Drive

**8) REPORTS OF COMMITTEES AND COMMISSIONS**

- a) Senior Advisory Committee – Chairman Emmett Farmer had no report

**9) UNFINISHED BUSINESS**

- a) Motion to Approve the Fire Hydrant Repair/Replace Plan presented by Mayor Burgess

Trustee Grant moved, and Trustee Williams seconded.  
After Discussion, the motion and second were rescinded.

- b) Motion to Approve a Resolution Approving the Village of Sauk Village Commitment to Supply Water for Urban Gardens.

Trustee Williams moved, and Trustee Todd seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c) Motion to Approve a Proposal for Midwest to Provide Tree Removal Service Pending the Written Agreements from the Union and CN

Trustee Bell moved, and Trustee Jasinski seconded.

Discussions ensued and reference was made to a stream of e-mails presented by Trustee Williams

**On Roll Call**

Ayes: Trustees Bell, Brewer, Jasinski, Todd, Williams

Nays: Trustee Grant

**Motion Carried**

d) Motion to Approve the RFP for Home Inspection Entity

Trustee Bell moved, and Trustee Jasinski seconded.

Discussions ensued and reference was made to a stream of e-mails presented by Trustee Williams

**On Roll Call**

Ayes: Trustees Bell, Jasinski, Todd, Williams

Nays: Trustee Grant

Abstention: Trustee Brewer

**Motion Carried**

e) Motion to Approve the Motorola Proposal for the Purchase of Portable Radios (ref Resolution #R2020-007)

Trustee Brewer moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**10) NEW BUSINESS**

a) Motion to Approve the Payroll and Accounts Payable Disbursements for \$320,671.71

Trustee Bell moved, and Trustee Brewer seconded.

Trustees questioned the timeliness of the revised report and added invoices.

**On Roll Call**

Ayes: Trustees Brewer, Grant, Jasinski, Todd

Nays: None

Abstention: Trustees Bell, Williams

**Motion Carried**

b) Motion to Approve a Settlement Agreement and Release between LaRock v. Sauk Village 2019CH1414 in the matter arising from the denial of three October 21, 2019 and November 13, 2019 FOIA Requests for the sum of \$3,750.00.

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees: Grant, Jasinski, Todd, Williams

Abstention: Trustee Bell

Nays: Trustee Brewer

**Motion Carried**

- c) Motion to Approve a Settlement Agreement and Release between LaRock v. Sauk Village 2020Ch04583 in the matter arising from the denial of a March 3, 2020 FOIA Request for the sum of \$3,750.00

Trustee Grant moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees: Grant, Jasinski, Todd, Williams

Nays: Bell, Brewer

**Motion Carried**

**11) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Mayor Burgess thanked everyone who participated in the parade and tree lighting; reported on the Holiday food baskets; expressed concern as the Fire Hydrant plan presented was not approved; and provided an update of provisions made due to the pandemic.
- Trustee Todd expressed pleasure with seeing officials and residents working together.
- Trustee Brewer was impressed that two fire hydrants had been repaired/replaced and that the tree removals were occurring.
- Trustee Williams asked that a report be included with the minutes. She would provide the report. It was good to see everyone working together
- Trustee Grant thanked Santa and Mrs. Claus.
- Trustee Bell thanked residents for being outside during the parade.
- Trustee Jasinski provided regrets that she could not attend the parade event.

**12) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess requested a motion to adjourn the meeting at 9:15 p.m.

Trustee Bell moved, and Trustee Brewer seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

**/s/DERRICK BURGESS, MAYOR**

**/s/MARVA CAMPBELL-PRUITT, VILLAGE CLERK**

**Village of Sauk Village**  
Committee of the Whole  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, December 15, 2020, 7:00 p.m.**

## **Remote Meeting ZOOM & Teleconference**

### **MEETING AGENDA**

- **CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:00 p.m.

- Roll Call

On Roll Trustees: Bell, Brewer, Grant, Jasinski, Todd, Williams

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Hurckes

---

#### **PRESENTATION**

---

- **Village Clerk Marva Campbell-Pruitt** provided an overview of a proposition to acquire digital signage for the Village. She introduced Rod Hursh and Bill Przbalski of Community Digital Signs.
  - Community Digital Sign Presentation – Rod Hursh gave a Power Point Presentation outlining the tenets of the programs and shared signs that were erecting in other suburban locations.
  - Trustees asked general questions about electricity, rental of ads content manager, location of signs, ordinance and zoning requirements.
  - The Clerk asked that the subject be on the next Board Meeting for approval to continue exploration of the project.
- **Pastor James Schulker**
  - Use of Village-Owned Property
    - Paster James Schulker requested the use of the property adjacent to Popeyes and the Shugga Shack to provided prayer to the community. He detailed the use of the property. It would be twice a week from 3:00 p.m. – 5:00 p.m.

It was determined that a Release of Liability and an insurance rider would be needed.

The item would be on the next Board Agenda for adoption.

---

#### **DISCUSSIONS**

---

- **Human Resources Interim Director Sonya Douglas**
  - Mandatory Sexual Harassment Training
    - Director Douglas reviewed the State of Illinois Sexual Harassment Prevention Training. She discussed the quiz that should be completed, and the certification provided upon completion.

- **Interim Community Development Director Antonio Cooper** provided the following:
  - Departmental Updates
    - Businesses interested in locating to the Village: A 60,000 sq ft Cultivation Facility, the Urgent Care Facility
    - A developer interested in the 394 Steger corridor
    - An asbestos Report is forthcoming for homes to be demolished
    - He submitted the final documents to receive COVID funds for \$600,000
    - Responded to U.S. Bank zoning queries and expressed a need to work with the Zoning Board.

Adm. Hurckes complimented Interim Dir. Cooper on his accomplishments.

Interim Director address the Tier III Enhancement Mitigation that are not being followed. He addressed what Code Enforcement has done. He expressed the need for enforcing the violations. Trustees asked what would be done for those who are not in compliance on a regular basis. There would be a warning, ticket and then removal of business licenses.

- **Village Clerk Marva Campbell-Pruitt**
  - Proposed Dates and Times for the 2021 Official Meetings of the Sauk Village Corporate Authorities was presented with intentions to adopt the calendar at the next Board Meeting. Questions ensued about the lack of a scheduled meeting for January 5, 2021. The Clerk informed of the January 1<sup>st</sup> holiday and the inability to prepare meeting documents and its posting as required by OMA without having to work during the holiday weekend. Other meeting dates not listed were questioned and rationalized. Trustees were reminded that they agreed to consider reduction in meetings.
  - The PACE Community Vehicle Program was introduced and vetoed.
- **Village Administrator**
  - Admi. Hurckes introduced Sasha of Marco Trucking and he presented on the proposed fence and their possible 6B request. He was advised that a Special Use Permit would be needed, the Trustees must approve it and then it would need to be presented to the Zoning Board. A consensus was favorable for the fence. Sasha was advised that his attorney must file paperwork for the 6 B Request.
  - Discussion about Realtors suit
    - Adm. Hurckes referenced an e-mail sent to Trustees and the need for an ordinance and MOU. He asked that it be discussed at the following Committee of the Whole Meeting.

## **PUBLIC COMMENT**

---

- J. Cast asked how items were deleted on the Aging Report before the bills were paid; how a business acquires a permit without an inspection
  - Mayor Burgess responded that the report had not changed, but items were replaced in order to pay an outstanding bill for Robinson Engineers. He asked for the identification of a business that received a license without an inspection.

- P. Couch expressed satisfaction with the proposed prayer opportunities; and stated that the awards of business licenses should be enforced. COVID adherence is
    - Mayor Burgess responded earlier to the businesses not in compliance.
  - R. Brown spoke on the Tier III Mitigation and the compliance of businesses towards the Mitigation; she had concerns for the reports of the data on identified cases and was not in favor of the prayer.
  - F. Anderson spoke to Trustees presence on the Zoom meetings; they can be seen and heard. She offered to provide mental health resources, and like the fence. She mentioned the mixed messages regarding liability for securing the van, but not the outdoors prayer. Transportation is needed for residents.
- 

#### **GENERAL COMMENTS FROM MAYOR & TRUSTEES**

---

- Trustee Williams announced logistics for the COVID Testing, the need to participate in blood donations; she reiterated her view of Tier III Mitigations and businesses not complying. She spoke of the prayer opportunities. Regarding the van, she thought it was a good idea, but had issues with volunteers operating the van; the fencing is okay and the Village support Mr. Sasha's need to safeguard his property.
  - Trustee Todd expressed that the van is a great idea, but there are down sides.
  - Trustee Brewer discussed updates on:
    - Pre-Construction Meeting with Airy's
    - Communication should be included in water bills
    - Contract with Midwest
  - Trustee Grant thanked Interim Dir. Cooper
  - Trustee Jasinski commented on her support of the Holiday Cheer, and that businesses must follow the law and the van proposal can be revisited; and thanked Interim
  - Trustee Bell mentioned the requirements for a license to drive the van
  - Mayor Burgess discussed the Vaccine distribution and the logistics of it; announced the distribution of items for Holiday Cheer
- 

#### **ADJOURNMENT**

Mayor Burgess asked for a motion to adjourn and 9:40 p.m.

Trustee Brewer moved, and Trustee Jasinski seconded. The motion carried unanimously by a roll call vote.

/s/Derrick Burgess, Mayor

/s/ Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village  
BOARD Meeting  
of  
the Corporate Authorities  
Virtual ~ ZOOM**

**AGENDA  
Tuesday, December 22, 2020  
7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m.

**Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance

**Roll Call:** Present: Trustees; Bell, Brewer, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Administrator Hurckes, Eng. Czarnik, Dir. Royster, Chief Barrett, Chief White, Director Weller

Others in Attendance: Clerk Marva Campbell-Pruitt

**2) MOTION TO RECESS TO EXECUTIVE SESSION**

There was no Executive Board Meeting

**1) MOTION TO RECONVENE REGULAR BOARD**

**2) APPROVAL OF MINUTES**

Trustee Brewer asked to table both sets of minutes. Trustee Todd asked to second. It was acknowledged that both sets would be late.

a) Motion to Approve the Journal of Proceedings for the Committee Meeting of November 17, 2020

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

b) Motion to Approve the Journal of Proceedings for the Board Meeting of November 24, 2020

**3) PUBLIC COMMENT**

- P. Couch stated that she had written a letter to the Board and Mayor as the Clerk's response to her inability to access the meeting was not adequate.
  - Mayor Burgess acknowledged receiving the letter.
- J. Cast mentioned not getting copies of the Accounts Payable and the Aging Report in advance; she stated that she took exception to how the Clerk responds and that she speaks as she does because of the Clerk.
  - Mayor Burgess reiterated the premise that until the documents were approved, they would not be released to the public. He spoke to resident's disrespect of him and others and all are guilty. He spoke to calling individuals out of their names.

**4) REPORTS OF OFFICERS**

- a) Mayor's Report - Mayor Derrick Burgess
  - i) Provided a summary of the vaccinations protocol from the Mayor's Caucus. It would be provided to anyone interested.
- b) Village Clerk – Ms. Marva Campbell-Pruitt
  - i) Announced donations totaling \$900.00; acknowledged the donations from Chief Barret and Trustee Todd; the number served.
  - ii) Announced the Lottery and the date scheduled
  - iii) Announced that there would be no meeting on
- c) Village Attorney- Atty. Mike McGrath
- d) Village Engineer – Mr. Jim Czarnik
  - i) Funds received from CDBG Funds for the Roadway Improvement Program
  - ii) Preconstruction Meeting for the Fire HydrantsVillage Clerk announced the closing of Village Hall for the Holidays
- e) Village Administrator- Mr. Jerry Hurckes
  - i) Ferrell Gas issue is being addressed
  - ii) Tree Removals
  - iii) Asked for feedback on the Ordinance and MOU by the beginning of January
  - iv) Tier III Mitigations Update and the steps being taken for compliance
  - v) Convenience Store (Tornado) asked to open prior to meeting with the Board. The drive-through must go before the Zoning Board
  - vi) Radios to be paid by the DEA Funds, Calumet Park offered to waive two months of 911 payments to assist with acquiring the radios.
- f) Treasurer's Report – Mr. Anthony Finch was not present.

**5) REPORTS OF DEPARTMENTS**

- a) Finance & Administration – Director Michelle Royster requested approval.
  - i) Submitted the Tax Levy to be adopted and the Resolution to Request Application of Zero Loss and Cost Factor to the 2020 Tax Levies
  - ii) Conversion from ADP to Paylocity to take place in January.
  - iii) Assisted with the IDA Grant request.
  - iv) Announced Special request for \$41,000.00 for the Police Department to attend training.

- b) Fire Department – Fire Chief Stephen Barrett
  - i) Calls for Service – 100
  - ii) Appealed to everyone to wear masks
  - iii) Ingalls memo on the availability of vaccinations for First Responders
  - iv) Fed 48 families between Thanksgiving and Christmas
  - v) They developed a five-year plan
  - vi) Announced how the Wreath outside the station is
  - vii) Provided safety measures for home heating
- c) Police Department - Chief Malcolm White
  - i) Calls for Service – 299
  - ii) Arrests – 20
  - iii) Reminded all about crime prevention
  - iv) Spoke of the objectives of the Department to promote from within and the need to provide the education and training in preparation for leadership
- d) Emergency Management Agency - Director Allen Vavrik was not present.
- e) Public Works – Director Kevin Weller was
- f) Community Development – Village Clerk read a letter of funding award from the IHDA for \$125,000.00

#### **6) REPORTS OF TRUSTEES/ STANDING COMMITTEES**

- a) Public Safety Committee – Trustee Gary Bell had no report.
- b) Public Services Committee - Trustee Bernice Brewer asked about a workers’ notification act. It was a notice from NuFarms informing of the remaining staff once they dismiss staff.
- c)
- d) Budget & Finance Committee - Trustee Rodrick R. Grant provided an update on the Budget to Actuals. The report should be available within a week.
- e) Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- f) Ordinance Review Committee - Trustee Linda L. Todd announced that a meeting is forthcoming in January.
- g) Public Events – Trustee Debra Williams announced the upcoming Blood Drive; the number served with the COVID-19 Testing. They served sixty-six individuals

#### **7) REPORTS OF COMMITTEES AND COMMISSIONS**

- a) Senior Advisory Committee – Chairman Emmett Farmer had no report. The Senior Advisory assisted with Holiday Cheer.

#### **8) UNFINISHED BUSINESS**

**9) NEW BUSINESS**

- a) Motion to Approve the Payroll and Accounts Payable Disbursements for \$332,150.15

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- b) Motion to Approve Research, Zoning and Feasibility of Contracting with the Chicago Billboards to Erect Digital Signs within the Village.

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

**Motion Carried**

- c) Motion to Approve A Resolution for the Dates and Times for the 2021 Official Meetings of the Sauk Village Corporate Authorities

Trustee Bell moved, and Trustee Jasinski seconded.

**Comments**

There is no need to not meet on January 5<sup>th</sup>, and November 2, 2021. There are items that could be addressed. If there is a need to meet on January 5<sup>th</sup> it would be added. The Village Clerk advised that all items and documents would need to be presented by December 29, 2021 in order to meet OMA requirements

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski,

Nays: Trustee Todd, Williams, Brewer (conditionally)

**Motion Carried**

- d) Motion to Approve Utilization of Village-Owned Property for Pastor James Schulker with the Provision of an Insurance Rider and Disclaimer

Trustee Bell moved, and Trustee Williams seconded.

**Comment**

The attorney had been contacted as suggested.

**On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

## **Motion Carried**

- e) Recommendation to approve the following Consent Agenda Items:  
Trustees had no exception to the Consent Agenda. Will County was included in the Resolution as there is still association with some taxes. A question about an exhibit for the Resolution would be the same as indicated in the Ordinance and will be added.
- i) Motion to Approve an Ordinance for the Levy and Assessment of Taxes for the 2020/2021 Fiscal Year for the Village of Sauk Village, County of Cook, Illinois
  - ii) Motion to Approve a Resolution to Request Application of Zero Loss and Cost Factor to the 2020 Tax Levies for the Village of Sauk Village, Cook County Illinois

Trustee Todd moved, and Trustee Williams seconded.

## **On Roll Call**

Ayes: Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams

Nays: None

## **Motion Carried**

### **10) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES**

- Trustee Todd mentioned the donation and assistance from a stranger, and extended greetings
- Trustee Brewer extended greetings; asked that agenda items be presented
- Trustee Williams extended greetings; questioned why Public Works had not received retro pay
- Trustee Grant did not attend the Holiday Cheer but thanked everyone who attended and supported the event. He extended greetings.
- Trustee Bell extended greetings.
- Trustee Jasinski extended greetings.
- Mayor Burgess thanked the Board and extended greetings and appealed to residents to stay safe.

### **11) ADJOURNMENT**

Having completed the business of the Day, Mayor Burgess call for a motion to adjourn at 8:16 p.m.

Trustee Bell moved and Trustee Williams seconded. The motion carried unanimously by a voice vote.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt