

# JOURNAL OF PROCEEDINGS

## Village of Sauk Village

Board Meeting of the Mayor and Corporate Authorities

Municipal Center

21801 Torrence Avenue, Sauk Village, Illinois

**Tuesday, August 22, 2023, 7:00 p.m.**

1. **Call to Order** Mayor Burgess called the meeting to order at 7:03 p.m.
  - a. **Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance
  - b. **Roll Call:** Present: Trustees: Carter, Coleman, Johnson, Sapp, and Williams  
Absent: None  
Tardy: Trustee Burns

**Staff Present:** Interim Village Administrator, Tim Williams, Interim Director Tony Gilyard, Interim Director Renee Lewis, Chief Barrett, Chief White

**Others in Attendance:**

Clerk Marva Campbell-Pruitt, Atty. McGrath, Atty. Bolin Eng. Arnold

## 2) EXECUTIVE CLOSED SESSION

- Motion to Recess to Closed Session to Review Minutes of Executive Closed Session (5ILCS) 120/2 (c) (2021)

Trustee Williams moved, and Trustee Johnson seconded a motion to recess to Closed Session at 7:05 p.m.

### On Roll Call

AYES: Trustees Carter, Coleman, Johnson, Sapp, Williams

NAYS: None

ABSENT: None

Tardy: Trustee Burns

**Motion Carried**

- Motion to Reconvene Regular Board Meeting  
Trustee Johnson moved, and Trustee Coleman seconded a motion to reconvene the Board Meeting of August 22, 2023, at 7:36 p.m. All Trustees responded present to the roll call.

**3) APPROVAL OF MINUTES**

- a. Approve and Release the Executive Closed Session Minutes for April 18, 2023

Trustee Johnson moved, and Trustee Williams seconded a motion

**On Roll Call**

AYES: Trustees Burns, Coleman, Johnson, Sapp, Williams

NAYS: None

ABSENT: None

ABSTENTION: Trustees Carter

**Motion Carried**

- b. Approve and Release the Executive Closed Session Minutes for May 23, 2023

Trustee Johnson moved, and Trustee seconded

**On Roll Call**

AYES: Trustees Burns, Coleman, Johnson, Sapp, Williams

NAYS: None

ABSENT: None

ABSTENTION: Trustee Carter

**Motion Carried**

- c. Approve and Keep Closed the Executive Closed Session Minutes for June 6, 2023

Trustee Williams moved, and Trustee Johnson seconded a motion to Approve and Keep Closed the Executive Closed Session Minutes

**On Roll Call**

AYES: Trustees Burns, Coleman, Johnson, Sapp, Williams

NAYS: None

ABSENT: None

ABSTENTION: Trustee Carter

- d. Approve and Release the Executive Closed Session Minutes for June 27, 2023

Trustee Johnson moved, and Trustee Burns seconded a motion

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Johnson, Sapp, Williams

NAYS: None

ABSENT: None

ABSTENTION: None

**Motion Carried**

- e. July 18, 2023, Not called.

#### 4) PUBLIC COMMENT

- D. Fields questioned OMA guidelines where on one Trustee called for the meeting and why a Trustee could call for a meeting for which they are not the chairman of that committee; he committed that Trustees are not operating within the Oaths they had taken; and questioned the Villages' assets.
- E. Blackman asked Trustees to be amendable, civil, and productive. She appealed to more residents to attend meetings; she asked that meetings be recorded and for on-line access to finances
- V. cited an article read regarding SV being the worse. She complained that the Mayor's Assistant had shunned her.
- G. Bell asked about finances and the 2021 bank reconciliations
- R. Brown spoke on behalf of a new resident who did not get a Resident Handbook, the street lacks no parking signs on garbage day.
- D. Smith asked who would be responsible for filing a claim for the illegal meeting? He mentioned the new appointments, and for oversight with the Legislative Atty.
- C. Burfict <sp> Asked for a breakdown of the budget and its reporting and greater transparency; the lack of audits, and why would anyone veto; he stated that the last meeting was a fiasco with too much bickering, May need a Sgt of Arms unless Trustees can conduct themselves lastly, he asked about the qualifications of the new appointees.
- J. Burns question the 2021 bank records, where is the CD and where we are on conducting the audit for 2021 and 2022.

- **Mayor Burgess' Response(s)**

He advised that he only respond to questions, not comments

- The 2021 Audit is the next to be completed
- The CD is in the Bank
- He is uncertain of the LOC has been used
- Bank Recs need to be completed
- Resident Handbooks are Available
- Signage requires updating
- Spending funds should be discussed and voted on by the Board
- Conduct at meetings is because Trustees go back and forth

#### 5) REPORTS OF OFFICERS

- Mayor - Derrick Burgess announced:
  - The Corn & Dog Roast and the planned activities
  - There is a new strain of COVID, masks may need to be worn, recommended individuals get the new boost once available
- Village Clerk - Marva Campbell-Pruitt announced:
  - An upcoming Homeowners Tax Review planned for September 28, 2023
  - Appealed to those attending IML and plan to attend the evening events to send notice to the Clerk for one, and to respond directly to Robinson Engineering for the other
  - The upcoming Community Partnership's Community-wide Yard Sale

- Village Treasurer – Vacant
- Corporation Counsel – Ancel Glink Attorney – No Report
- Village Engineer –Melanie Arnold, Robinson Engineering – No Report

## 6) REPORTS OF DEPARTMENTS

- Police Department - Chief Malcolm White reported:
  - Calls for Service – 400                      Arrests 29
  - Their participation in the Bud Billiken Parade. He and Luke represented, along with NOBLE
- Fire Department – Chief Stephen Barrett reported:
  - Calls for Service – 80
  - Callers to 911 using their mobile phones were routed to the wrong dispatch. He advised that when calling to notify dispatch of the location
- Finance Department – Interim Director Renee Lewis reported that:
  - She had met with Sheldon Fox
  - Budget Review was taking place with the directors
  - Water shut offs were scheduled for the southside
  - Payment plans offered with fifty percent down
  - IMRF is not behind
- Village Administrator –Interim Director Timothy Williams reported:
  - Highlighted requests and the responsiveness of the departments
  - Private grants for which the Village is eligible continues to be available to the Village
  - Service forms and Service Requests were updated
    - I. Trustees asked the following:
      - a. Requested a list of the funders. Response: it is challenging to produce as they are ever changing
      - b. Update on the sidewalk grants
      - c. Questions errors on lines for the Budget to Actual Report
- Community Development – Director Antonio Cooper was not present
- Public Works – Interim Director Anthony Gilyard provided a written report highlighted activities and accomplishments of the Public Works Department

## 7) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS

- Public Health & Safety - Trustee Aretha Burns reported:
  - Funds from the June event were turned in and that she has receipts. She did not handle vendor fees for the July event
  - Questioned fees for attorneys
  - Atty McGrath responded to the inquiry about OMA infractions relative to a planned meeting. It was stated that the 48-hour notice would suffice
  - A Town Hall meeting is planned for August 31
  - The Back-to-School event on September 4, was announced
  - Requested a printout, the COI and W9 contracts associated with the Corn and Dog Roast

- Public Services - Trustee Raven Johnson Announced the Committee Meeting on September 13
- Ordinance Review - Trustee Arnold Coleman reported:
  - The committee was reviewing and requested to add the Accounts Payable Policy to the Agenda and the Honorary Street Designations
  - The Committee Meeting scheduled for August 28
- Budget, Finance & Audit – Trustee Eugene Carter announced a meeting on August 30
- Housing and Intergovernmental Relations - Trustee Diane Sapp announced an October meeting with NACA
- Community Development - Trustee Debra Williams announced the following:
  - Cleanup with Habitat on September 16
  - Blood-Drive December 16
  - Addressed concerns for the meeting by stating that no actions were taken, and Village business was not discussed.

**8) REPORTS OF COMMITTEES AND COMMISSIONS**

- Senior Advisory Committee – Chairman Emmett Farmer
- Fire and Police Commission – Chairman Francine Anderson
- Zoning Board of Appeals Commission – Chairman Charles Pondexter

**9) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

a) A Resolution Approving and Authorizing a Professional Services Agreement with Milberg Coleman Bryson Phillips Grossman PLLC(D/B/A Hera- Property Registry) for Property Registration and Enforcement Services pending final agreement between HERA Property Registry and the Village.

Trustee Johnson moved, and Trustee Carter seconded

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Sapp, Williams

NAYS: Trustee Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

- **Financial Matters:**

- Approve Transfers, Payroll and Accounts Payable Distributions in the Combined Amount of \$447,195.30, and authorize the Finance Department to Remit Payments

Discussion

- The original motion was presented. Upon discussion, another motion was presented by Trustee Carter and seconded by Trustee Williams, for the amount of \$432,895.30 excluding payment to the H.R. Consultant
- The exact amount of the A/P was questioned
- Trustees requested the A/P at the time of the meeting packets

- The Aging Report being the same as the A/P Report was concerning
- A Financial Policy is needed
- The recurring line items for payment for H.R. should be permanently removed as the contract was never renewed and no work should have been performed. The Legislative Atty was asked to develop a resolution to that effect
- Though it was suggested to release the funds because of the Demand Letter tendered, others contended that the contract had not been renewed and that the consultant was relieved of duties in May.

**On Roll Call**

AYES: Trustees Burns, Coleman, Sapp, Williams

NAYS: Trustee Johnson, Carter

ABSENT: None

ABSTENTION: None

**Motion Carried**

- **PETITIONS, AGREEMENTS, AND ACTION ITEMS**

- i. Approve the Mayor's Recommendation to Appoint Louis B. Williams as the Treasurer and Officer to the Office of Treasurer

Trustee Johnson moved and Trustee Carter seconded

**On Roll Call**

AYES: Trustees Carter, Johnson

NAYS: Trustees Burns, Coleman, Sapp, Williams

ABSENT: None

ABSTENTION: None

**Motion Failed**

**Mayor Burgess stated that he would appoint Louis B. Williams as Interim Treasurer**

- ii. Approve the Mayor's Recommendation to Appoint Interim Village Administrator, Timothy Williams to the Office of Village Administrator.

Trustee Johnson moved and Trustee Carter seconded

**On Roll Call**

AYES: Trustees Carter, Johnson

NAYS: Trustees Burns, Coleman, Sapp, Williams

ABSENT: None

ABSTENTION: None

**Motion Failed**

**Mayor Burgess did not need to reappoint the current Interim Village Administrator as he remains in the current position**

- iii. Reconsideration and possible passage over the Mayor's veto of an Ordinance Adopting a Policy Prohibiting Workplace Harassment for the Village of Sauk Village

Trustee Williams moved and Trustee Coleman seconded  
Question/Discussion

Trustee asked to read all at once and was told individual votes were needed

**On Roll Call**

AYES: Trustees Burns, Coleman, Sapp, Williams

NAYS: Trustees Carter, Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

- iv. Reconsideration and possible passage over the Mayor's veto of an Ordinance Amending Article IV "Officials and Employees" of Chapter 2 "Administration" of the Municipal Code of the Village of Sauk Village, Illinois to remove the position of Human Resources Consultant

Trustee Williams moved and Trustee Burns seconded

**On Roll Call**

AYES: Trustees Burns, Coleman, Sapp, Williams

NAYS: Trustees Carter, Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

- v. Reconsideration and possible passage over the Mayor's veto of a motion for approval of a contract for Calene Zabinski for the position of Internal Auditor

Trustee Williams moved and Trustee Carter seconded

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Sapp, Williams

NAYS: Trustee Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

- vi. Reconsideration and possible passage over the Mayor's veto of a motion authorizing legislative counsel to take all necessary steps, including initiating litigation, to enforce the Village Boards approval and hiring of an internal Auditor- Calene Zabinski. Anticipated start date- on or about August 23, 2023

Trustee Carter moved and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Sapp, Williams

NAYS: Trustee Johnson

ABSENT: None  
ABSTENTION: None  
**Motion Carried**

- vii. Reconsideration and possible passage over the Mayor's veto of a motion to review revised Letter of Engagement and authorize legislative counsel to take all necessary steps, including litigation, to enforce the Village Boards approval of hiring Selden Fox. Anticipated start date- on or about August 23, 2023

Trustee Carter moved and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Sapp, Williams

NAYS: Trustee Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

- viii. Reconsideration and possible passage over the Mayor's veto of a motion authorizing legislative counsel to take all necessary steps, including initiating litigation, to enforce the Village Boards prior actions relative to the Human Resources position which called for immediately terminating the HR position.

Trustee Coleman moved and Trustee Williams seconded

**On Roll Call**

AYES: Trustees Burns, Carter, Coleman, Sapp, Williams

NAYS: Trustee Johnson

ABSENT: None

ABSTENTION: None

**Motion Carried**

**12. GENERAL COMMENTS FROM MAYOR BURGESS**

- Mayor Burgess appointed Mr. L. Williams as interim Treasurer. No Oath of Office was given
- Commented that the meeting seen the previous Thursday was unacceptable and mentioning family members was disrespectful. Mayor Burgess appealed to Trustees to not disparage his family
- Mayor Burgess asked if Trustees understood the impact of not paying bills

**13. ADJOURNMENT**

Having completed the Business of the day, a Motion to adjourn was called.

Trustee Burns moved, and Trustee Williams seconded the motion to adjourn at 9:40 p.m. The motion carried by a unanimous voice vote.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk