

## JOURNAL OF PROCEEDINGS

Village of Sauk Village  
BOARD Meeting  
of  
the Corporate Authorities  
Virtual ~ ZOOM  
Tuesday, January 12, 2021  
7:00 p.m.

- CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:04 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, Interim HR Douglas,
- Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty McGrath

### 2) APPROVAL OF MINUTES

NONE

### 3) PUBLIC COMMENT

- J. Cast questioned the lack of a meeting and Accounts Payable report. A Business' operations
  - Mayor Burgess responded that no agenda items were provided at the required time, A/P reports would not be released until approved. He would check on the business in question and provided steps to be taken when there is an offender.

### 4) REPORTS OF OFFICERS

- a. Mayor's Report – Mayor Burgess provided a COVID-19 Vaccination update
- b. Village Clerk – Ms. Marva Campbell-Pruitt discussed:
  - i. Appealed to the Board and the Public to follow meeting decorum
  - ii. The need for Directors to provide reports timely
  - iii. The process for the use of the Rotunda for meetings and the need to replace the furniture
  - iv. A listing of the accomplishments provided by the Clerks Office
  - v. Ordinances disposition
  - vi. Electoral Board using FB LIVE and the need to continue using that platform

- c. Village Attorney- Atty. Mike McGrath had no report
- d. Village Engineer – Mr. Jim Czarnik provided a written report for the files that discussed Roadway Improvements and the required Waterway Survey
- e. Village Administrator- Mr. Jerry Hurckes provided updates on the following:
  - i. Trees and hydrants
  - ii. Home demolitions
  - iii. Kempa Ordinance
  - iv. Staff Meeting held
- f. Treasurer’s Report – Mr. Anthony Finch was not present

**5) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster reported:
  - i. The start of Paylocity preparing payroll checks
  - ii. The submission of the Tax Levy
  - iii. Grants received for COVID-19 for \$620,630.55
  - iv. Other grants received for \$172,750.00
  - v. The possible need to transfer from the Water Fund to pay salaries and that it was budgeted. Those funds would be reimbursable
- b. Fire Department – Fire Chief Stephen Barrett
  - i. Calls for Service - 130
  - ii. Updated that the Wreath remained red as there was only one fire
  - iii. COVID-19 UPDATES
- c. Police Department - Chief Malcolm White
  - i. Calls for Service – 323
  - ii. Arrests – 16
  - iii. Timeline of the evaluation of officers
- d. Emergency Management Agency – Mayor Burgess read the report for the files
- e. Public Works – Director Kevin Weller was not present. Trustee Todd read the report for the files
- f. Community Development – Interim Director Antonio Cooper was not present

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

- a. Public Safety Committee – Trustee Gary Bell reported that he and Trustee Brewer were working on a project.
- b. Public Services Committee - Trustee Bernice Brewer
- c. Budget & Finance Committee- Trustee Rodrick R. Grant stated that he would review the Forensic Audit with the Committee and use it to update the Finance Policy and Procedures
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski
- e. Ordinance Review Committee - Trustee Linda L. Todd reported on her next meeting
- f. Public Events – Trustee Debra Williams reported on the events planned for January and February

**7) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the meeting planned for that Thursday.

**8) UNFINISHED BUSINESS**

**9) NEW BUSINESS**

- a. Motion to Approve the Payroll and Accounts Payable Disbursements for \$404,153.76

**Comment/Question**

- The Fin. Director responded to a query of why checks were seen in the mail before approval. She explained that they were checks previously approved but not mailed as they lacked a detail like a vendor's W-9 form.

Trustee Williams and Trustee Jasinski seconded.

**On Roll Call**

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

Nays- None

**The Motion Carried**

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

- Trustee Williams
  - Volunteered to serve on the Billboard Committee
  - Positive responses to the Tree Removal Project
  - Desired to review the draft of the Forensic Audit
  - The meeting of January 5, 2021, was requested and should have been conducted
  - Thanked the Clerk for sharing meeting decorum
- Trustees Bell, Grant, and Todd wished everyone a Happy New Year
- Trustee Jasinski stated that the meeting of January 5, 2021, was requested and should have been conducted
- Trustee Brewer had no comment

**11) MOTION TO RECESS TO EXECUTIVE SESSION**

Trustee Todd moved, and Trustee Jasinski seconded the motion to recess to Executive Session to discuss litigation, review Executive Board minutes, and Personnel issues at 8:08 p.m.

**On Roll Call**

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

Nays- None

**The Motion Carried**

**12) MOTION TO RECONVENE REGULAR BOARD MEETING**

Trustee Bell moved, and Trustee Brewer seconded the motion to reconvene the Regular Board Meeting

On Roll Call

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

Absent None

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 10:02 p.m.

Trustee Bell moved, and Trustee Williams 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

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Committee of the Whole  
21801 Torrence Avenue, Sauk Village, IL 60411  
**Tuesday, January 19, 2021, 7:00 p.m.**  
**Virtual via ZOOM**

- **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, Int. Director Antonio Copper, Ms. Maggie Jarr

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**PRESENTATIONS**

- **Just Roots/Grace Urban Farm** Rev. Seaton Grace, United Church of Christ
  - **Rev.** Seaton was joined by the Grace UCC partners from Just Roots, who provided an overview of the organization's accomplishments as of note. They provided a timeline for the Grace UCC Urban Farm.
- **Forensic Audit Update –**
  - Mayor Burgess read a statement addressing the process and findings of the Forensic Audit that will be filed with the minutes.
  - Jim Sullivan, Sikich discussed salient points of the draft of the Forensic Audit that his organization completed. He presented the draft plan and discussed the audit history, reviews conducted, findings, and made recommendations for corrective action.
- **Dir. Antonio Cooper – responded to the Board** requests to meet representatives from the proposed and new businesses
  - Woo-Woo – Charles Higgins had technical difficulties and was unable to reconnect to the meeting.
  - Tornado – Aiman Hussein spoke of his desire to provide quality food service to the Village residents and his desire to have a drive-thru at some point. He was advised that the Zoning Board would need to be consulted.
  - Urgent Care Facility – Mr. Steinmarch of GMY/Dardur Real Estate, LLC spoke on the intent to develop Village-owned land located at 1771 Sauk Trail. He shared a Powerpoint presentation showcasing the plans for that area. Mr. Steinmarch further discussed a proposal to extend the previous timeline provided for the Dardur Medical Clinic. :
    - The site at no cost to the Developer
    - Utilities are placed in public easements

- Waiver of tap and permit fees
- Support of a Class 8 Real Estate Tax.

The item to extend the Due Diligence to grant additional time to work on the plan and complete surveys would be on the next Board Meeting agenda.

- Black Salt Bar & Restaurant - Mehulkuma Soni introduced himself, provided plans of operation, and requested amending its liquor license. Additional details from the County must be provided and would be decided later.  
The request for the Liquor License would be on the next Board Meeting agenda.

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## DISCUSSIONS

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- **Village Administration**

- Maggie Jarr introduced the IGA and resolution for the Village's 2020 Invest in Cook grant from Cook County. It would be on the next Board Meeting agenda.
- Clerk Marva Campbell-Pruitt provided a quick overview of why she had asked IT Gerald Pyke to the meeting.
  - Public / Communications Outreach Gerald Pyke
    - Mr. Pyke informed the Board that the current website had lost its usability and the need for a complete overhaul.
    - Mr. Pyke advised that the Village's current E-Blasts System using MailChimp, a free service is no longer viable and that a new system be considered.
  - Procedural/Parliamentary Procedures
    - The Village Clerk reiterated that Board/Committee Minutes should summarize the actions taken at a meeting. She provided material back-up from the Village's Attorney, Robert's Rules of Order, and Wikipedia supporting the notion. She further stated that minutes were scheduled to be late due to the content that the Board had requested and the non-approval of minutes. It was discussed the need for the minutes to be consistent. Going forth, minutes would not be verbatim or Trustees named in questions and comments. Their names will appear during their Committee Reports and General Comments.
    - The Village Clerk provided documentation on Executive Board Participants. Individuals other than the Corporate Authority will attend Executive Board meetings on an as-needed basis. Once there, they would be excused if they have no bearing on the topic.
- Dir. Michelle Royster
  - Finances – Budget to Actual was not discussed as the meeting was so extended. The document was provided to Board Members.

Technical Failure with Recording Device moving forth.

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## PUBLIC COMMENT

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Not Recorded

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**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

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**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))

**MOTION TO RECONVENE REGULAR BOARD**

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**ADJOURNMENT**

As reported by Trustee Williams, the meeting adjourned at 10:35 p.m.

/s/Derrick N. Burgess, Mayor

/s/ Marva Campbell-Pruitt, Village Clerk

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**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
**BOARD Meeting**  
**of**  
**the Corporate Authorities**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**  
**Virtual Meeting**

**Tuesday, January 26, 2021**  
**7:00 p.m.**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:04 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, Interim HR Douglas, Dir. Finch, Dir. Vavrik

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**

**4) APPROVAL OF MINUTES**

Mayor Burgess called for a motion to approve the following Consent Agenda:

i. Approve the following minutes for Executive Closed Session With the Following Designations:

1. January 2, 2020 – Approve and Release
2. January 14, 2020 – Approve and Release
3. January 21, 2020 – Approve and Release
4. February 11, 2020 – Approve and Hold
5. March 3, 2020 – Approve and Hold
6. May 19, 2020 – Continue to Hold
7. October 13, 2020, Approve and Release



Trustee Willams moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

- b. Motion to Approve Journal of Proceedings of the November 17, 2020 Committee Meeting

Trustee Todd moved, and Trustee Jasinski seconded

**Comment/Questions**

The minutes were asked to be adjusted with recommended changes that the Trustee will present concerning the "Mayor's Plan" as all the Trustees were on board with the plan. The written comments would be included once received.

**On Roll Call**

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

Nays- Trustee Grant

**The Motion Carried**

- c. Motion to Approve the Journal of Proceeds of the November 24, 2020 Board Meeting

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

**5) PUBLIC COMMENT**

- P. Couch asked why a resident's FIOA request was not provided.
- J. Cast requested copies of the Accounts Payable
- C. Boetcher asked if there was a Warming Center and why it could not be located in the Senior Center: inquired when the Center would re-open
  - Mayor Burgess' responded that the Fire Station was open 24 hours a day and is staffed, whereas the Senior Center is not.
  - The pandemic and the Region being on Tier II does not permit the Center's opening

**6) REPORTS OF OFFICERS**

- a. Mayor's Report – Mayor Burgess provided an update on the COVID 19 and its vaccines
- b. Village Clerk – Ms. Marva Campbell-Pruitt provided an Elections update and provided information on the Cook County Vaccination programs.
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik provided a written report for the files that addressed:

- i. Roadways resurfacing
  - ii. IDOT Rebuilt Funds
  - iii. MWRD required annual hearing scheduled for March 9, 2021
- e. Village Administrator- Mr. Jerry Hurckes provided updates on
  - i. Tree Removal
  - ii. Fire Hydrants
  - iii. A meeting scheduled to discuss the garbage disposal counts
  - iv. The Calcomm Contract and an anticipated refund for \$50,000.00
  - v. Ferrell's plan to correct their issues
  - vi. Kempa's Ordinance and the bid opening on February 23, 2021
  - vii. TIF 4 - Kane McKenna submitted a proposal
  - viii. Maggie Jarr accepted another position, and another Village Planner would be assigned.
- f. Treasurer's Report – Mr. Anthony Finch:
  - i. Presented a report on the account balances
  - ii. Discussed the procedure for using funds from the Line of Credit account as previously addressed

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Director Michelle Royster
  - i. Requested approval of Accounts Payable for \$466, 690.92
  - ii. The update to Palocity was successful
  - iii. There were no changes to the draft Forensic Audit, and a final bill was forthcoming
  - iv. The Line of Credit was used on January 21 for \$200,00.00.

There was a question on how the \$3000,00.00 was used. It was to cover operating expenses and payroll. Discussions ensued referencing

- The notice that November – January was slow periods as revenue does not flow
- Trustees asked to be notified when funds are used; the budget erroneously states that \$275,00 would be taken from the Reserve Line.
- The process for paying and not paying vendors. The Mayor clarified a few vendors that had not been paid because Trustees did not approve them.
- There was numerous Point of Order calls made to no avail.

- b. Fire Department – Fire Chief Stephen Barrett reported:
  - i. Calls for Service – 100
  - ii. Reminder to increase stopping distance
- c. Police Department - Chief Malcolm White
- d. Calls for Service – 280
- e. Arrests - 11
- f. Emergency Management Agency - Director Allen Vavrik
  - i. Calls for Service - 143
- g. Public Works – Director Kevin Weller was not present
- h. Community Development – Interim Director Antonio Cooper was not present.

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

- a. Public Safety Committee – Trustee Gary Bell
- b. Public Services Committee - Trustee Bernice Brewer asked about the chain of command.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant stated that there was no need for the Attorney to be consulted for all issues. Department Heads decide how funds are spent, and the Committee sent a copy of the Policy and Procedures were sent to the Forensic Auditor for review.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd reported that the Committee met that Monday and submitted two ordinances to the Attorney.
- f. Public Events – Trustee Debra Williams announced that she had conducted at least one event each month and announced upcoming events.

**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

Trustee Bell moved, and Trustee Todd seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

- b. Mayor Burgess called for a Motion to Approve the Following Consent Agenda:
  - i. A Resolution Approving an Intergovernmental Agreement between Cook County and Village of Sauk Village for the 2020 Invest in Cook Program
  - ii. An Application for Black Salt Bar & Restaurant to acquire an A-3 Liquor license to authorize for consumption on the premises and authorize the holding of entertainment consisting of live music and vocalist only three days of each week, such days to be specified at time application made. \$1,000 Semi-annually
  - iii. A Sixty-Day Free Trial to Utilize Constant Contact as a Provider for E-Mail Marketing Services. The Actual Plan Would be Decided and Adopted at a Later Board Meeting

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

- c. Motion to Approve a Release of All Property Damage Claim (GC20201218403) for Cliff Koepke, 21527 Olivia Avenue Sauk Village, Illinois, for \$3,375.00.

Trustee Willams moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

- d) An Ordinance Amending Chapter 14, "Building and Building Regulations" of the Sauk Village Municipal Code

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- Trustee Grant

**The Motion Carried**

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

- Trustee reiterated the Trustees are responsible for the money and requested the chain of command.
- Trustee Todd asked that all Trustees not be clumped together and asked to receive an email before funds are used.
- Trustee Jasinski had no comment
- Trustee Williams expressed the following:
  - The need for the Policy and Procedures
  - Clarified that she did not state that money was missing
  - She appreciated the knowledge between the Reserve and Line of Credit
  - The level of disrespect
- Trustee Bell stated how respect is given
- Mayor Burgess stated how to get and give respect. He advised that he is available daily, and members should not wait until meetings for some conversations.

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 9:08.

Trustee Willams moved, and Trustee Jasinski seconded

**On Roll Call**

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

Nays- None

**The Motion Carried**

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village  
BOARD Meeting  
of  
the Corporate Authorities  
Virtual ~ ZOOM**

**AGENDA  
Tuesday, February 9, 2021  
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, Grant, Jasinski, Todd, Williams  
Absent: None

**Staff Present:** Administrator, Hurckes, Eng. Czarnik, Dir. Royster, Chief Barrett, Sgt. Langan, Interim HR Douglas,

Others in Attendance: Clerk Marva Campbell-Pruitt  
Atty McGrath

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

- a) Mayor Burgess called for a motion to discuss Personnel Matters, Update of Pending Litigation, Review Executive Board Minutes, and Real Estate at 7:04 p.m.

Trustee Todd moved, and Trustee Bell seconded

**On Roll Call**

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

Nays: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD**

The meeting reconvened at 8:11 p.m.

On Roll Call

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

#### 4) APPROVAL OF MINUTES

##### MAYOR BURGESS CALLED FOR MOTIONS TO APPROVE THE JOURNAL OF PROCEEDINGS FOR THE FOLLOWING:

- a. Approve the Journal of Proceedings for the Board Meeting of December 8, 2020

Trustee Todd moved, and Trustee Jasinski seconded.

##### On Roll Call

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

Nays: None

##### Motion Carried

- b. Approve the Journal of Proceedings for the Committee Meeting of December 15, 2020

Trustee Bell moved, and Trustee Jasinski seconded.

##### On Roll Call

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

Nays: None

##### Motion Carried

- c. Approve the Journal of Proceedings for the Board Meeting of December 22, 2020

Trustee Williams moved, and Trustee Bell seconded.

##### On Roll Call

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

Nays: None

##### Motion Carried

- d. Approve the Journal of Proceedings for the Board Meeting of January 12, 2021

The Clerk asked that the minutes be removed from the agenda.

- e. Approve the Journal of Proceedings for the Committee Meeting of January 19, 2021

The Clerk asked that the minutes be removed from the agenda.

#### 5) PUBLIC COMMENT

- L. Sapp rebutted the previous statement of Trustee Todd
- P. Couch questioned the illegally parked cars on Carol Lane
  - Mayor Burgess responded that the police are in the process of removing and towing cars.
- D. Freeman spoke to the negativity of FB posts
- S. LaRock questioned Trustee Brewer's mention of Arrowhead Park funding and requested an update.

## **6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess reported on:
  - i. COVID-19 mitigation updates
  - ii. Availability of Vaccine availability
- b. Village Clerk – Ms. Marva Campbell-Pruitt reported on
  - i. Locations of Voter Registration
  - ii. Village Clean-up in conjunction with Earth Day
- c. Village Attorney- Atty. Mike McGrath had no report.
- d. Village Engineer – Mr. Jim Czarnik reported on:
  - i. MWRD report and that it would be up for adoption on the March 9<sup>th</sup> agenda.
- e. Village Administrator- Mr. Jerry Hurckes reported on:
  - i. Cook County Health requested to conduct COVID-19 testing at Village Hall
- f. Treasurer's Report – Mr. Anthony Finch was not present.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Recommended adoption of payment of \$311,779.07. (Payroll \$152,914.02 / Accounts Payable \$158,865.5
  - ii. A Budget template would be distributed the following week in preparation for the next budget cycle
  - iii. Grants received - \$172,750.00
- b. Fire Department – Fire Chief Stephen Barrett reported:
  - i. Calls for Service- 104
  - ii. The Fire Department is used as a warming center
- c.
- d. Police Department – Sgt. Langan reported:
  - i. Calls for Service - 325
  - ii. Arrests - 12
- e. Emergency Management Agency – Mayor Burgess read:
  - i. Calls for Service - 13
- f. Public Works – Director Kevin Weller was not present.
- g. Community Development – Interim 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 reported:
  - i. Addressed the question on Arrowhead Park asked in Public Comment
  - ii. Republic had overcharged the Village for seventy-two homes for garbage removal since 2018. Total overbilling was \$67,000.00 as the vacant and abandoned property reported was not conducted or shared with the company. She asked that it be included on the following week's meeting agenda.
    - 1. The senior discount of \$1.00 was never utilized.
    - 2. Commission for billing for which the Village is responsible
      - a. Mayor Burgess stated that the contract calls for the Village to be responsible for billing.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant asked to review the Budget/actuals at the next Committee Meeting.

- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd reported the need to cancel the scheduled meeting but would review two ordinances at the next meeting.
- f. Public Events – Trustee Debra Williams reported:
  - i. The committee’s strive to host at least two monthly events
  - ii. COVID Testing at the Library and another at Sauk Village
  - iii. Valentines Bingo
  - iv. Working with CIGNA for a series of ZOOM Meetings

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer had no report

**10) UNFINISHED BUSINESS**

- a. Approve the Extension of the Original Due Diligence Agreement to GMT/Durowade Med Group, granted by Sauk Village (the “Village”) on August 19, 2020, up to and including April 16, 2021.

Trustee Bell moved, and Trustee Jasinski seconded.

**On Roll Call**

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

Nays: None

**Motion Carried**

**11) NEW BUSINESS**

- a. **MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA:**

11.a Approve the Payroll and Accounts Payable Disbursements

11.b. Approve the 2020 MFT Maintenance Program Forms – Closeout for inclusive:

- A) Supplemental Resolution for \$10,000.00
- B) Maintenance Expenditure Statement
- C) Request for Expenditure

11.c. Approve the 2021 MFT Maintenance Program Forms – Program Establishment for \$125,000.00:

- A) Resolution for up to \$150,000.00
- B) Agreement
- C) Estimate of Maintenance Costs

Trustee Todd moved, and Trustee Williams seconded.

**On Roll Call**

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

Nays: None

**Motion Carried**



- b) Approve a Settlement Agreement on behalf of Rebecca Sailsbery, her Counsel, and the Village of Sauk Village for the Sum of Three Hundred Thousand Dollars (\$300,000.00.)

Trustee Todd moved, and Trustee Jasinski seconded.

**On Roll Call**

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

Nays: Trustee Grant

**Motion Carried**

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

- Trustee Brewer commented on the Settlement Agreement and spoke to increased insurance rates.
- Trustee Williams stated that she attempts to remain positive and that there is no place for racism
- Trustee Todd offered a rebuttal to the resident, L. Sapp.
- Trustees Bell, Grant, Jasinski had no comment

**13) ADJOURNMENT**

Having completed the Business of the Day, Mayor Burgess called for a motion to adjourn at 9:11 p.m.

Trustee Brewer moved, and Trustee Williams seconded

On Roll Call, the motion carried, unanimously

/s/ Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, February 23, 2021**  
**Virtual Meeting ~ ZOOM**

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

**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

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. Approve the Journal of Proceedings for the Board Meeting of January 12, 2021  
Minutes were tabled
- b. Approve the Journal of Proceedings for the Committee Meeting of January 19, 2021  
Minutes were tabled
- c. Approve the Journal of Proceedings for the Board Meeting of January 26, 2021  
Minutes were tabled
- d. Approve a Consent Agenda for Executive Board Minutes
  - i. Approve and Hold/Keep Closed Minutes for 5/12/2020, 6/23/2020, 7/28/2020
  - ii. Approve and Release Minutes for: 7/28/2020 & 11/24/2020

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 – Requested an apology from Trustee Todd, inquired about campaign literature mailed and addressed to the Water Bill Account.
  - Mayor Burgess stated that he could not direct the actions of others, but he was certain the intended party heard the comment.
  
- A. Coleman – provided notice that he watched how the Board governs themselves.

## 6) REPORTS OF OFFICERS

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Announced that the Bid Opening was postponed as the process was compromised by the opening of the envelope. Bids are to be re-submitted
  - ii. Announced that the community center may re-open for abbreviated periods.
  - iii. Announced the COVID Testing at Grace UCC
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Announced the Candidate's Forum scheduled March 6, 2021
  - ii. Reminded candidates of the protocol for campaign literature in the Municipality
  - iii. Asked that the link to meetings not be shared.
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik
  - i. Provided a written report to be filed with certified minutes
    - 1. March 31<sup>st</sup> deadline to submit Funding Nomination for IEPA low-interest loans
    - 2. Notice of Intent for renewal for IEPA stormwater permit
    - 3. CDBG Grant is due March 12<sup>th</sup>. A Resolution is required.
- e. Village Administrator Jerry Hurckes:
  - i. Provided a written bulleted report for":
    - 1. CalComm Renewal Contract
    - 2. Garbage Count
    - 3. Public Works Employees
    - 4. KEMPA Inspection Form
    - 5. Equipment Needs (Backhoe)
    - 6. Accrued Time
    - 7. Airy's would resume work on February 25<sup>th</sup>.
- f. Treasurer's Report – Mr. Anthony Finch was not present.

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Director Michelle Royster:
  - i. Requested approval for Payroll - \$172,736.36 and Accounts Payable - \$261,219.13 for a total of \$403,955.49
  - ii. Reported Grants Received - \$172,750.00
  - iii. Announced that the budget template would be available the following week.
- b. Fire Department – Fire Chief Stephen Barrett:
  - i. Reported Calls for Service – 117

- ii. Announced that the positivity rate for COVID was decreasing
  - iii. Provided safety tips
- c. Police Department - Chief Malcolm White:
    - i. Reported Calls for Service – 328 and Arrests 16
    - ii. Reported on the source of the Uniform Crime Report
    - iii. Parking Enforcement during the snow parking ban– Ten cars were towed, and ninety-five tickets issued
    - iv. Announced Chat with the Chief on the third Thursday
    - v. Personnel – one promotion, one hire and departmental commendations
  - 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

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

- a. Public Safety Committee – Trustee Gary Bell express concerns with the fire station’s roof and illegally parked cars on Carol.
- b. Public Services Committee - Trustee Bernice Brewer:
  - i. Republic – seventy-two houses would be removed from invoices for a savings of \$1,400 monthly; Applications for Senior Discounts would be promoted; and Ernie Lopez was asked to attend a meeting.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant clarified that house counts for 2017 and 2018 were completed by him and Sherry Jasinski.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski affirmed that she sent weekly reports.
- e. Ordinance Review Committee - Trustee Linda L. Todd had no meetings scheduled.
- f. Public Events – Trustee Debra Williams:
  - i. Announce that Family Christian Center provides COVID testing and are working on providing vaccinations.
  - ii. Inquired about the Easter Egg Hunt. The Mayor would advise.

**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**

**Item 11 a iii was removed from the consent agenda for further discussion**

- i. The Payroll and Accounts Payable Disbursement for
- ii. Approve a Proposal for Professional Engineering Services for the Risk and Resiliency Assessment- Water System for \$37,300
- iii. Approve Resolution/Funding Agreement for IHDA Strong Communities Grant for \$125,000.00

- iv. Approve an Ordinance to Regulate Parking During Garbage Pickup to 6:00 a.m. – 4:00 p.m. and Holidays as Stipulated.

Trustee Bell moved, and Trustee Jasinski seconded the motion to approve the Consent Agenda for items with the removal of items 11 a. iii.

**On Roll Call**

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

NAYS: None

**Motion Carried**

Item from the Consent Agenda; 11aiii - Approve the Budget Amendment for Fire Department Wages for \$198,713.33 with Funds from the Water Fund **(REMOVED and TABLED)**

- b) Approve signing a contract with Kane McKenna to consider a TIF

Trustee Todd moved, and Trustee Jasinski seconded the motion.

**On Roll Call**

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

NAYS: None

**Motion Carried**

- c) Approve the creation of a New Budget Line Under General Administration – Elected Officials for \$1,500-\$3,000 with funds to be moved from Line 100.010.740.00 (public Information)

Trustee Williams moved, and Trustee Jasinski seconded the motion

**On Roll Call**

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

NAYS: None

**Motion Carried**

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

- Trustee Todd had no comment
- Trustee Williams was concerned by the crime report on social media; the integrity of the bidding process and asked that budget revisions be added to the agenda.
- Trustee Brewer appreciated Trustee Grants' comments and was satisfied that she successfully got back funds.
- Trustee Bell was concerned by the budget and the leaking ceiling in the fire station.
- Trustee Jasinski requested a copy of the garbage contract.
- Trustee Grant rebutted comments that no one had worked to reduce housing counts.
- Mayor Burgess appealed to everyone to be safe; and announced the possibilities of frequent water main breaks during the weather conditions.

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 8:21.

Trustee Brewer moved, and Trustee Jasinski seconded.

On Roll call, all trustees voted affirmative and the motion carried.

/S/Derrick Burgess, Mayor

/S/Marva Campbell-Pruitt,  
Village Clerk

**Journal of Proceedings**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, March 2, 2021 7:00 p.m.**  
**Virtual Meeting ~ ZOOM and Onsite**  
**On-Site for Board Members and Directors**  
**MEETING AGENDA**

**CALL TO ORDER**

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

- Roll Call

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

Others in Attendance: Clerk Campbell-Pruitt, Administrator Hurckes, Director Royster, Chief Barrett; Consultant Douglas

The Executive Board was moved by common consent to the beginning of the meeting.

**RECESS TO EXECUTIVE SESSION**

Trustee Williams moved and Trustee Jasinski seconded a motion to recess to Executive closed session at 7:06 p.m. to discuss Personnel issues. The motion carried by a roll call vote where all Trustees unanimously agreed.

**RECONVENE COMMITTEE MEETING**

Trustee Bell moved, and Trustee Todd seconded to reconvene the meeting at 8:18 p.m. All Trustees responded present for the roll call.

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**DISCUSSIONS**

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Trustee Brewer

- Republic Reimbursement Plan (MOU) – Ernie Lopez/House Counts

Mr. Lopez was not available to attend the meeting. He would be invited again. Trustee Brewer discussed:

- i. The overpayment of seventy-two homes by Republic Disposal Company and its willingness to provide recoupment of \$1,400.00 monthly from January 1 – December 1, 2021.
  - a. Discussions ensued regarding the monthly rate that should be \$1,600.00 monthly, how payment would be recouped at the contractual date when the rate increase; if the Finance Department could meet Republic’s reporting deadlines; and how to organize the Senior Discount Program.
    - i. Trustee Brewer recommended drafting a MOU.

Dir. Royster

- Request for Budget Amendment/Revisions

Chief Barrett/Trustee Bell

- Budget Amendment Revisions for the Fire Department

- Trustee Bell introduced the need for greater discussion concerning the Fire Department’s budget.

- Chief Barrett spoke of the conditions that necessitated budget revisions:
  - Roof leaks/ needed repairs and corrective actions to date and payroll increases/ He requested \$55,000.00 for building maintenance and 198,000.00 for payroll for a total of \$251,713.00 (the figures did not total)
  - When questioned, Chief Barret stated that there was no evidence of mold.
  - It was suggested that budgets be reviewed quarterly; the CARES Act and the First Responders Grant should have covered the staffing issue; and that those funds should be utilized to repay the amount to be borrowed from the Water Fund.
  - Other questions and discussions targeted: if the proposed amendment consistent with the Finance Dept, \$69,300.00 in Bonds needed to be addressed; and if the Reserve Fund could be used.
- Review of the Fire Department Five-Year Plan
  - Chief Barrett provided a status of the accomplishments and justified the essential items requiring repair. He cited improvements made and the projected improvements as identified in the Plan.
  - Page 29 of the plan was referenced concerning an awarded grant that required land for which the Village was unwilling to allocate.

#### Clerk Campbell-Pruitt

- ZOOM Business Account
  - Clerk Campbell-Pruitt presented the requested plans for opening a Village ZOOM account opposed to using her personal account.
- Mayors' Photo Gallery
  - Pictures of the frames for the gallery were shared and how to implement developing the gallery. Funds would be requested in the upcoming budget year.
- For Eng. Jim Czarnik
  - Resolution for CDBG Grant
    - The Clerk provided notice that the resolution was needed and would be on the following Board Agenda for adoption. The application is due March 12<sup>th</sup>, and she was working on the portions required by the Clerk's office.
- Trustee Williams
  - Update of TIF 1 Proposal
    - Trustee Williams discussed the businesses no longer open in TIF I and questioned if it could be expanded. Mayor Burgess suggested that it be renamed to TIF 5 and it encompasses the expanded territory to be identified.

#### Adm. Hurckes

- Revised Inspection Procedure was mentioned briefly with the acknowledgement that it must be reviewed and developed by all responsible parties. Mr. Hurckes met with the attorney to determine new Bid Process and the sheets.
- TIF I Proposal
  - Discussions centered on whether TIF I had expired and if the area should be renamed TIF 5. Research is required to determine if homes behind Wise Guys would be included in that TIF District.



## **PUBLIC COMMENT**

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- A. Coleman mentioned a previous comment attributed to Trustee Bell.
- C Boetcher announced that the Library is open and the desire for the Senior and Community Center to follow suit; a Trustee candidate's remarks; and racial issues mentioned.
  - Mayor Burgess' Response
    - Additional research is required before in-person meetings can manifest, and a questionnaire would be developed for Trustees.
- D. Miller announced the re-opening of the library and that ten residents could be accommodated at a time.
- P. Couch addressed the Liaison and library programs and the rudeness towards a trustee.
- L. Washington stated that in-person meetings should occur, and that ZOOM does not allow for much participation; questioned who was responsible for the house count.
- D. Freeman spoke to mean comments.

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

- Trustee Brewer stated that the Water Fund is her passion; there are too many water main breaks, there are still fire hydrants in need of repair and suggested funding from the Reserves or a General Obligation Bond.
- Trustee Williams re-announced the availability of vaccinations by FCHC and Easter planning. She acknowledged a good meeting, that it should not be diminished during public comment, and to consider a hybrid meeting.
- Trustee Todd inquired about the computers taken home by staff, and the one used by code enforcement is unfounded.
- Trustee Grant requested that Mr. Lopez plan to address the Board; the Five-Year Plan was good, and he thanked the finance director for the communications with Department Heads concerning the budget.
- Trustee Bell congratulated all who were doing a good job and stated that the Trustee candidate's comment was damaging.
- Trustee Jasinski appreciated the work of Trustee Brewer, the Fire Chief and the five-year plan.
- Mayor Burgess asked that the Easter Plan be discussed with the Mayor; the in-person meetings are on reserve and the re-opening of the Senior and Community Centers required further research.

## **ADJOURNMENT**

Mayor Burgess called for a motion to adjourn the meeting at 10:41 p.m.

Trustee Brewer moved, and Trustee Bell seconded. The motion carried by a unanimous roll call vote.

/S/Derrick N. Burgess, Mayor

/S/Marva Campbell-Pruitt, Village Clerk

Village of Sauk Village  
Committee of the Whole  
Village Board of Trustees

Tuesday, March 9, 2021, 7:00 p.m.

**Virtual Meeting ~ ZOOM Trustees and Required Administration in Person**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 8:07 p.m. via the ZOOM platform and in-person

**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, Sgt. Langan

Others in Attendance: Clerk Marva Campbell-Pruitt

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

a) Mayor Burgess requested a motion to recess to Executive (Closed Session) to discuss Personnel Matters at 8:07 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**

Mayor Burgess called for a motion to reconvene the Board Meeting at 9:26 p.m.

On Roll Call:

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

Absent: None

#### 4) APPROVAL OF MINUTES

Mayor Burgess requested a motion to approve the following Consent Agenda:

##### **Motion to Approve A Consent Agenda**

- i) Approve the Journal of Proceedings for the Board Meeting of January 12, 2021
- ii) Approve the Journal of Proceedings for the Committee Meeting of January 19, 2021
- iii) Approve the Journal of Proceedings for the Board Meeting of January 26, 2021
- iv) Approve the Journal of Proceedings for the Committee Meeting of February 2, 2020
- v) Approve the Journal of Proceedings for the Special Board Hearing of February 9, 2021
- vi) Approve the Journal of Proceedings for the Board Meeting of February 9, 2021
- vii) Approve Minutes of Executive Board Minutes with the Following Designations:
  - July 21, 2020 and September 22, 2020 - Approve and Release
  - August 18, 2020 - Approve and hold

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

None

#### 6) REPORTS OF OFFICERS

##### a. Mayor's Report - Mayor Derrick Burgess

1. Mayor Burgess conducted Bid Openings for the CDBG /Sanitary Sewer. The following bids were submitted:

- a. Micheles Pipe Services - \$247,813.00
- b. Sheridan Plumbing and Sewer - \$224,813.00
- c. VISU/Sewer of Illinois – \$138,755.00
- d. National Power Rodding - \$130,145.50

2 Other items under the Mayor's Report were

- Walgreens Vaccinations
- The Easter Egg Hunt on March 27th would be funded from the Parks and Recs line and volunteers are needed.
- The Community Center and Gym will be re-opened

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

- i. The CDBG Grant had been completed and submitted timely
- ii. Read an award for the CENSUS Work Completed
- iii. A Meeting with Earth Day and the proposed Village Clean-up on April 24<sup>th</sup>
- iv. Local Elections Official timelines and voting locations
- v. Request to the Directors to submit reports and needed documents by 10:00 a.m. on the Friday preceding the meeting

- c. Village Attorney- Atty. Mike McGrath had no report
- d. Village Engineer – Mr. Jim Czarnik was not present
- e. Village Administrator Jerry Hurckes reported the following:
  - i. He had been asked to draft a letter to private well owners to collect garbage and sewer bills.
  - ii. Calcomm bill will be due. Both Police and Fire Chiefs had met with the organization and approval is needed to engage in another contract.
  - iii. The Backhoe is needed
  - iv. Well Number 2 is in need of repair
  - v. The Police Contract needs ratification once agreed upon.
  - vi. Airys finished five of the seventeen hydrants. They are scheduled to return to complete the job.

Mayor Burgess asked about the two-month discount promised by Calcomm. He also stated that he needed clarification of what the well-owners requested and that an ordinance would be needed. Regarding the Backhoe for \$123,000.00, Dir. Hurckes was asked to submit a contract. It was agreed that the Village would not renew the contract with CodeRed as it had not been utilized. The Village Clerk will take care of this detail.

- f. Treasurer’s Report – Mr. Anthony Finch was not present.

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster requested approval for the Accounts Payable for \$449,839.47 taking into consideration the following breakdown – Payroll \$153,357.83 and A/P \$96,481.64. She further advised that a budget template had be distributed to directors and provided the due date for submission. On March 8<sup>th</sup> there would be a Time and Labor Module with Paylocity. She further advised that all employees much punch in and out. This is not applicable to consultants.
- b. Fire Department – Fire Chief Stephen Barrett there was no report.
- c. Police Department – Sgt. Langon read a written report that will be filed.
- 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 did not present a report.

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

- a. Public Safety Committee – Trustee Gary Bell appealed for safety considering the gun shooting occurrences, Garbage needs to be removed and the children in the street, and tickets issued to the property owner of the former Fairway
- 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 announced a meeting scheduled for 3/15/2021.
- f. Public Events – Trustee Debra Williams announced; Walgreens Hotline for Vaccines; FCC Vaccine efforts; the Shamrock Bingo date; and a tentative meeting on that Thursday.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer provide no report.

**10) UNFINISHED BUSINESS**

- a. **MOTION TO APPROVE A CONSENT AGENDA FOR ARTICLES ESSENTIAL TO THE EXECUTION OF THE 2020 INVEST IN COOK COUNTY GRANT (OPRT)**

**THE CONSENT AGENDA WAS REMOVED FROM THE AGENDA AS THERE WAS UNREADINESS WITH THE DOCUMENTS.**

- i. Approve Designated Members to be Named on the Local Manager Designation Form (OPRT)
- ii. A Resolution Approving a Memorandum of Understanding Between the Village of Sauk Village and other Entities for the 2020 Invest in Cook Program (OPRT)
- iii. Approve the Memorandum of Understanding (OPRT)
- iv. Approve a Request for Qualifications (RFQ) From Consulting Firms for the Old Plank Road Trail Extension Feasibility Study (OPRT)

- b. **Motion to Approve a Memorandum of Understanding between KEMPA 3105 LLC, ETAL, v Sauk Village & Illinois Home Inspections, Signing is Pending Approval of the Checklist.**

Trustee Williams moved, and Trustee Jasinski seconded  
Trustees stated that the wanted to see the Checklist by that upcoming Friday.

**On Roll Call**

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

NAYS: None

**Motion Carried**

**11) NEW BUSINESS**

- a. **Motion to Approve a Consent Agenda for the following:**

**Items were removed from the Consent Agenda and voted upon separately.**

- i. Approve the Payroll and Accounts Payable Disbursement for \$449,839.47

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

**Motion Carried**

- ii. A Resolution Authorizing the Execution of an Application for the 2021 Invest in Cook Grant Program Invest in Cook Program (removed from the consent agenda and tabled)

- iii. Motion to Suspend the Title of Assistant Finance Director

Trustee Brewer moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

**Motion Carried**

- iv. Motion to approval of the budget line-item modifications to the General Administration Budget (Zero Net Increase)

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

**Motion Carried**

- v. Motion to create the position of Accounts Coordinator

Trustee Williams moved, and Trustee Jasinski seconded

Trustees stated that they wanted to see and approve of the ordinance creating the position

**On Roll Call**

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

NAYS: Brewer

**Motion Carried**

- vi. Motion to hire a Consulting Accountant

Trustee Grant moved, and Trustee Williams seconded

Trustees capped the payment amount to \$15,000 until the end of April

**On Roll Call**

AYES: Trustees Grant, Todd, Williams

NAYS: Brewer, Bell, Jasinski

Mayor Burgess casted a vote in the affirmative, as there was a tie.

**Motion Carried**

- vii. Motion to Approve the Amended Fire Department Budget for \$251,713.33

Trustee Todd moved, and Trustee Bell seconded, and then withdrew the second.

**On Roll Call**

AYES: Trustees Grant, Jasinski, Todd, Williams

NAYS: Trustee Brewer  
Abstain: Trustee Bell  
**Motion Carried**

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

**TRUSTEES TODD, BELL, JASINSKI, GRANT AND BREWER HAD NO COMMENT.**

**TRUSTEE WILLIAMS APPEALED FOR BIKE DONATIONS AND GAVE A REMINDER OF THE TENTATIVE MEETING**

**MAYOR BURGESS APPEALED TO EVERYONE TO STAY SAFE AND REPORT MISDEEDS.**

**13) ADJOURNMENT**

**HAVING EXHAUSTED THE AGENDA ITEMS, MAYOR BURGESS CALLED FOR A MOTION TO ADJOURN AT 10:44 P.M.**

**TRUSTEE BELL MOVED, AND TRUSTEE JASINSKI SECONDED.**

**THE MOTION CARRIED BY AN UNANIMOUS ROLL CALL VOTE**

**/S/DERRICK N. BURGESS, MAYOR**

**/S/MARVA CAMPBELL-PRUITT, VILLAGE CLERK**

**Journal of Proceedings**  
**SPECIAL COMMITTEE MEETING**  
**OF THE VILLAGE OF SAUK VILLAGE**  
**March 9, 2021**

**VIRTUAL MEETING USING ZOOM**

- I. Call to Order – Mayor Derrick Burgess called the virtual Special Committee Meeting to order at 6:45 p.m.
  
- II. Roll Call  
Present: Trustees Bell, Brewer, Grant, Jasinski Todd, Williams  
Absent: None  
Others in attendance: Clerk Campbell-Pruitt, Dir. Royster, Administration Hurckes, Eng. Czarnik

\*There were technical difficulties relating to participants ability to connect with the Village’s Wi-Fi systems. The disruptions were so severe that the meeting had to convene in the Rotunda, so a hybrid meeting was implemented.

- III. Director Michelle Royster
  - Discussed the intended reorganization of the Finance Department that would encompass:
    - a) Suspension the position title, Assistant Finance Director. Discussion ensued to determine if an ordinance would be needed. It was decided that one would be required if approved at the next Board Meeting of March 9, 2021.
    - b) Create the position of Accounts Coordinator. It was determined that an ordinance would be required to create the position supporting the job description that was developed if approved at the next Board Meeting of March 9, 2021
    - c) Hire a consultant accountant. The consultant would be staffed until the end of the current fiscal year. After the current fiscal year, a determination would be made for continuation of the position. This item will be on the next Board Meeting of March 9, 2021.
  
  - Director Royster spoke to the need to approve a budget Amendment to the following:
    - a) General Administration Budget for Line Modification – Net Amount Zero. She asked for the approval of the modification to encapsulate the consultant accountant with funds realized by the wages from suspending the Assistant Finance Director position to Accounts Coordinator. There would be no financial impact.
  
- IV. Village Administrator Jerry Hurckes spoke on behalf of the 2020 INVEST IN COOK, Program (OPRT). He provided an overview of the scope of the project, and led the Trustees through the following points:



- Local Manager Designation Form (OPRT) - Mr. Hurckes would be the point person and manager.
- A Resolution Approving a Memorandum of Understanding Between the Village of Sauk Village and other Entities for the 2020 Invest in Cook Program (OPRT) – after a perfunctory review of the document, the question arose of when the notion was to include the other Villages in the partnership made and if the Village’s Attorney had drafted the resolution. That being not the case, it was determined that the Attorney must review the resolution and that corrective actions were required to the document.
- Review of the Memorandum of Understanding (OPRT) – The recommendation was made for the attorney to review the document
- A Request for Qualifications (RFQ From Consulting Firms for the Old Plank Road Trail Extension Feasibility Study (OPRT)- The recommendation was made that this document not be posted.

After discussions, other than who would be the point person, why the lead of the project had been moved from another Village and placed with Sauk Village, and how would funds be received and expended, Trustees were reluctant to assume fiscal responsibility for the project.

- V. A Resolution AUTHORIZING the Execution of an Application for the 2021 Invest in Cook Grant Program Invest in Cook Program was presented without fanfare and was approved to move forward for adoption at the next Board Meeting.
- VI. The review an MOU between KEMPA 3105, ETAL, and Sauk Village, and Illinois Home Inspections were brought back to the board. It was approved to move forward for adoption at the next Board Meeting.
- VII. Public Comment
  - J. Cast spoke of the technical difficulties of the meeting.
  - P. Couch spoke of the technical difficulties of the meeting.
- VIII. Adjournment  
 Mayor Burgess sought a motion to adjourn the Special Meeting at 8:01 p.m. Trustee Williams moved and Trustee Jasinski seconded. On roll call, all Trustees voted in the affirmative.

/S/Derrick Burgess, Mayor

/S/Marva Campbell-Pruitt, Village Clerk

**1Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, March 16, 2021, 7:00 p.m.**  
**Virtual Meeting ~ ZOOM**  
**MEETING AGENDA**

**CALL TO ORDER**

**CALL TO ORDER**

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

- Roll Call

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

Others in Attendance: Clerk Campbell-Pruitt, Administrator Hurckes, Int. Dir. Cooper Director Royster, Chief Barrett; Consultant Douglas

**PRESENTATIONS**

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- Dr. Donna Leak of the Community Consolidated School District 168 provided a presentation for the request for a Variance to the Sign Ordinance (Electronic Marquees) The school district requested consideration to erect four digital marquee signs at the three schools, Wagoner School, Rickover Junior High School, and Strassburg Elementary School, and at the district's Administrator building. She provided examples of the styles to be realized. The request would be referred to the Zoning Board of Commission by Mr. Cooper.
- Antonio Cooper introduced:
  - Patricia Eaves, Meena Beyers, and Nicholas Cripe of Nicor Gas & Team Smart Homes Subdivision Development, along with Dave Neary of Habitat for Humanities, collectively provided an in-depth presentation on a concept to revitalize the Village that builds upon the Village's Comprehensive Plan and the Sauk Village Strategic Plan. The plan takes into consideration redeveloping fifty-three lots with intended funds to be allocated for tens of millions of dollars in investments. The next steps would be to develop a Memorandum of Understanding to highlight the needed elements and to schedule an Informational Forum for residents. Trustees expressed excitement and approval of the proposed plan. They had questions and recommendations. They asked for consideration of forming a steering committee to further move forward and to address residents' questions; how many homes would be involved; would there be assistance with acquiring the homes, and for grant acquisition.
  - Tim Herr, of Herr Display Vans, discussed his intent to expand his business. He discussed the historical footprint of Herr in the Village and proposed purchases of additional land and erection of a new facility. He requested Class 8 incentives and the possibility of TIF Opportunities. He was advised that the Village only recommends that the Class 8 Incentive be considered and that the request be written for Board approval.
  - L. Cliff Taylor, the Village's Insurance broker for general liability and staff, presented cost factors for Risk Management, Marketing results, a summary of large claims and their impact. He provided a summary of insurance premiums and highlighted two options for consideration in the Insurance Renewal Proposal. Trustees questioned if cyber liability would be considered and asked for clarification of the language on commercial property. Trustees were asked to report to the Clerk the option they supported so that the selected option would be voted upon at the next Board Meeting.

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## DISCUSSIONS

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- Trustee Brewer discussed the corrected Republic Reimbursement Plan (MOU) and highlighted the requested amendments that were made. Trustees expressed thankfulness for Trustee Brewer's lead in this endeavor. The Finance Director expressed that the amount should have been more. House counts would be updated and billed based upon a quarterly report. The Administrator and Finance Director would be responsible for developing the process for reporting. The seniors would need to apply for the discount. This item would be on the agenda for consideration at the next Board Meeting.
- Adm. Hurckes discussed a Revised Inspection form and advised that it was readied to move forward for approval. There were recommendations for change, explicitly the language of Economic Director should be changed to Community Development Director. The realtors are in favor of the form. It was established that the form did not need formal approval by way of a vote at the Board Meeting.
- Clerk Campbell-Pruitt spoke briefly on behalf of Eng. Czarnik on the 2020 Sanitary Sewer Cleaning and Televising Recommendation for bid opening. The recommendation for National Power Rodding for adoption for One Hundred Thirty Thousand, One Hundred forty-five Dollars and fifty cents. (\$130,145.50) at the next Board Meeting.
- Trustee Williams stated that the recent news concerning the Reentry Procedures for the Rotunda for in-person Village Board Meetings may not be applicable.
- Reentry Procedures for the Use of the Community Center and Senior Center for Programming and Rentals were discussed based upon CDC Guidelines. Mayor Burgess stated that he was hopeful that re-opening may take place in April based upon CDC recommendations. No vote would be required. The Mayor awaits further clarity before a determination is made.

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## PUBLIC COMMENT

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- P. Couch asked if tax dollars were threatened to be held because the Treasurer's Report was not filed and about the reorganization of the Finance Department.
  - Mayor Burgess stated that no funds were held. The notice was a reminder.
  - Personnel matters were voted on but are not to be discussed in public.
- D. Miller announced the meeting for library Board candidates.
- D, Freeman applauded Trustee Brewer and Trustee Grant on their involvement with acquiring the agreement with Republic.
- J. Cast asked about the annual audit that had not occurred in four years.
  - Mayor Burgess corrected the timelines for audits as there have been audits inside the alleged four-year period. The state agreed that audits and budgets were approved for the delay. He further stated that the Village can expend funds until a new budget was passed.

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## GENERAL COMMENTS FROM MAYOR & TRUSTEES

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D. Williams thanked the Family Christian Health Center for their roles in providing vaccinations and the planned Shamrock Bingo; Walgreens in Village has a promise of vaccinations; COVID – 19 Emergency Rental

payments, and the Village's Easter Egg Hunt and the goodies to be provided. She asked that the event not be politicized.

Trustee Grant recognized Dir. Cooper for the initiatives presented.

Trustee Bell provided accolades to all.

Trustee Todd announced the March 22<sup>nd</sup> Committee Meeting for the Ordinance Review Committee

Trustees Jasinski and Brewer had no comment.

Mayor Burgess stated that the Village strives to communicate factual information for vaccinations and is working with Walgreens; on-site meetings will be communicated whenever possible.

#### **ADJOURNMENT**

Mayor Burgess asked for a motion to adjourn at 9:43 p.m.

Trustee Brewer moved and Trustee Jasinski. The Roll Call vote was unanimous.

/S/Derrick N. Burgess, Mayor

/S/Marva Campbell-Pruitt, Village Clerk

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**JOURNAL OF PROCEEDINGS  
SPECIAL MEETING  
THE VILLAGE OF SAUK VILLAGE  
March 23, 2021  
6:30 p.m.  
VIRTUAL MEETING USING ZOOM**

- I. Call to Order – The Honorable Mayor Derrick Burgess the Special to meeting to order at 6:30 p.m.
- II. Roll Call Voting present were Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
- III. Mary Thompson of Kane McKenna discussed the **SAUK VILLAGE 2020 TAX YEAR BOND ABATEMENT INFORMATION AND CORRESPONDING ORDINANCES. To ensure the constituents are not levied taxes. They are parity bonds for TIFS 2 and 3.**
  - SERIES 2002B \$1,405,000.00
  - SERIES 2019A \$ 104,200.00
  - SERIES 2019B \$1,136,800.00
  - SERIES 2019C \$ 811,200.00

There was no ordinance to accompany the following as there is no alternate revenue available.

- SERIES 2007B
- SERIES 2007C

They are not TIF funds. Trustee asked for clarification of the Series 2007 Bonds. There was a referendum levy to increase the bonds.

The 2002 Bonds are complete.

Bonds are usually twenty years so they would be paid according to the year.

We can project paying off the Bond with one last payment. Ms. Thompson will provide information on the cause and the overall levy to be realized. Director Royster has the figures for the 2007 Bonds and would share the details with Trustees.

The Clerk asked that Kane McKenna include the Finance Director correspondence related to financials

IV. Public Comment

- J. Cast questioned abatements.
- Ms. Thompson stated that levies would be easier to describe.. Abatements are needed to pay the bonds off annually to avoid levying.

The Ordinances for the four Bonds will be voted upon at the following Board Meeting. There are a couple of minor adjustments to reflect the correct figures that would go with the motions

V. Adjournment

Hearing no further questions Mayor Burgess called for a motion to adjourn at 6: 48 p.m.

Trustee Bell moved, and Trustee Todd seconded. The motion carried by a unanimous roll call vote.

/s/ Derrick Burgess, Mayor

/s/ Marva Campbell-Pruitt,  
Village Clerk

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**  
Board Meeting of the Corporate Authorities  
Village Board of Trustees  
**Tuesday, April 13, 2021, 7:00 p.m.**  
**Virtual Meeting ~ ZOOM**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m. via the ZOOM platform and in-person

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

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

**Staff Present:** Administrator Hurckes, Chief White, Chief Barrett; Director Royster, Eng. Czarnik

Others in Attendance: Clerk Marva Campbell-Pruitt

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

None

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

**4) APPROVAL OF MINUTES**

- i) Approve the Journal of Proceedings for the Committee Meeting of March 2, 2021

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- ii) Approve the Journal of Proceedings for the Special Committee of March 9, 2021

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

iii) Approve the Journal of Proceedings for the Board Meeting of March 9, 2021

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

iv) Approve the Journal of Proceedings for the Committee Meeting of March 16, 2021

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

**5) PUBLIC COMMENT**

- H. Parker – There should be access to Board Meetings on Facebook
- R. Bishop- Sent a congratulatory email. Asked when Aldi would come.
  - Mayor Burgess informed that they were seeking several options
- D. Freeman – Announced the Food Pantry; expressed concern over the late water notice
  - Mayor Burgess explained that it was a water main break, and that notice should have been received sooner.

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Bid Opening - Home Inspection Entity; Mayor Burgess stated that only one had been received. It was from Illinois Home Inspections-Monee for \$140.00 per inspection.
    - Trustees asked about Safe Built as they had submitted a bid. This matter will be researched, and the Bid process must start over.
  - ii. Announced construction on I-394 planned to start on April 19<sup>th</sup>.
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Election Results will be certified by April 26<sup>th</sup>
  - ii. Inauguration Meeting will take place May 11<sup>th</sup>
  - iii. New Officials Orientation is planned for May 6<sup>th</sup>



- iv. Vehicle sticker's theme supports Diversity, Unity, and Equity in the Community. Items will go on sale on June 1<sup>st</sup>. Appealed to extend the date for enforcement to July 15<sup>th</sup>.
  - v. Municode – Supplement 3 will be delivered any day. Though Trustees requested that they post quarterly, there were less than five ordinances ratified during that period
  - vi. CODERed – recommendation by Trustees to terminate the contract. It was done and the early termination fee was \$1,8000.00
  - vii. Announced and solicited volunteers for Community Clean-Up on April 24<sup>th</sup>.
  - viii. Requested that the link to Zoom Meetings not be shared.
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik:
- i. Modified Roadway agreement for consideration.
  - ii. MWRD Report was completed
  - iii. Contract book for the 221<sup>st</sup> Culvert to be signed
  - iv. TIF work is on hold pending payment.  
The report will be filed with certified minutes.
- e. Village Administrator Jerry Hurckes:
- i. The Village is no longer the Lead for the 2020 Invest in Cook Grant. Bids were surrendered to SSMMA.
  - ii. 2021 Invest in Cook Grant continues to need adoption
  - iii. He was offered a full-time position in Summit and would be resigning.
- f. Treasurer's Report – Mr. Anthony Finch – Not present

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster
  - i. Reported the following: Two (2) Payrolls \$13,687.40 and 14,626.70 and Accounts Payable for \$479,729.08 for a total of \$762,410.20 for approval
- b. Fire Department – Fire Chief Stephen Barrett
  - i. Calls for Service – 119
  - ii. No major incidents.
  - iii. Advised that no open burning during spring clean-up
  - iv. Announced the Golf Outing
- c. Police Department - Chief Malcolm White
  - i. Calls for Service- 547 Arrests – 21
  - ii. Announced his election to the Executive Board of the Illinois Association of Chief of Police. He was applauded.
- d. Emergency Management Agency - Director Allen Vavrik was not present.
- e. Public Works – Director Kevin Weller was not present. A report placed in mailboxes would be filed with the certified minutes.

- 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 was not present.
- c. Budget & Finance Committee- Trustee Rodrick R. Grant – asked for Department Heads’ budgets and for the March Budget to Actual Report.
- d. Housing and Intergovernmental Relations Committee – Trustee Sherry Jasinski had no report.
- e. Ordinance Review Committee - Trustee Linda L. Todd reported that the committee would meet on April 15<sup>th</sup> to review ordinances to submit.
- f. Public Events – Trustee Debra Williams provided accolades to participants of the Easter Egg Hunt. She announced the Blood Drive on the following Thursday.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the meeting planned for April 15<sup>th</sup>.

**10) UNFINISHED BUSINESS**

- a. Approve the Modified Version of the Roadway Improvement Program IDOT Agreement  
Approved November 24, 2020.

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

**11) NEW BUSINESS**

- a. Approve the Payroll and Accounts Payable Disbursement for \$417,167.81.

Trustee Williams moved, and Trustee Bell seconded

Discussion: The motion required adjustment and should be on the agenda.

The motion was amended to consider two payroll periods requiring approval. The adjusted amount was \$762,041.20 for the motion.

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- a. Approval for Early Termination of the CODERed (InSolve) Agreement for \$1,800.00

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

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

- Trustee Todd thanked Clerk Campbell-Pruitt and Trustee Williams for their roles in the facilitation and volunteer at the COVID -19 Vaccination Program for residents.
- Trustee Williams remarked on the Smooth operation of the Vaccination Program; congratulated Chief White and requested an audit update at the following meeting.
- Trustee Grant remarked on the smooth COVID Vaccination Program and thanked Chief White.
- Trustee Bell thanked the Village Administrator for service.
- Mayor Burgess gave kudos to the Clerks of Sauk Village and Lynwood and Trustee Williams for a successful Vaccination Program and warned that we are not out of the woods

**13) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:17 p.m.

Trustee Bell moved, and Trustee Williams seconded. The motion carried by a unanimous roll call vote.

Derrick Burgess, Mayor

Marva Campbell-Pruitt,  
Village Clerk

**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, April 20, 2021**  
**7:00 p.m.**  
**Virtual Meeting and In-Person**

**CALL TO ORDER**

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

- Roll Call  
On Roll Call:  
Present: Trustees: Bell, Grant, Jasinski, Todd, Williams  
Absent: Trustee Brewer

Others in Attendance: Clerk Campbell-Pruitt, Int. Dir. Cooper, Director Royster, Consultant Douglas, Atty McGrath

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**RECESS TO EXECUTIVE SESSION**

Mayor Burgess call for a motion to go to Executive Closed Session to discuss Personnel Matters and Real Estate at 7:06 p.m.

Trustee Todd moved, and Trustee Jasinski seconded. On roll call, the vote was unanimous.

**RECONVENE COMMITTEE MEETING**

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The Committee of the Whole was reconvened with a Roll Call at approximately 8:15 p.m.  
Present: Trustees: Bell, Grant, Jasinski, Todd, Williams  
Absent: Trustee Brewer

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**PRESENTATIONS**

- Commissioner Donna Miller, Cook County Commissioner, 6<sup>th</sup> District provided updates and insights on the following as it relates to Sauk Village:
  - Invest in Cook Grants'
  - CDBG Grants
  - CARES Funding
  - COVID Recovery
  
- Clerk Campbell-Pruitt introduced a youth program for consideration. It was presented by:
  - Gregory Bullock provided two PowerPoint presentations that have great depth in terms of the program offerings. He discussed:
    - Youth Programs and AIMS
    - Community Arts Concert
  - Mr. Bullock discussed a free outdoor concert with well-named artists that he wished to stage in the Veteran's Park soon.

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## DISCUSSIONS

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- Interim Director Cooper discussed the next steps for A Redevelopment and Economic Incentive Agreement/Dardur Real Estate, LLC. There were specific issues addressed that were concerning to Trustees (Items 2, 6 and 8 had strong objections). Some items and discrepancies would be re-adjusted, sent back to the Attorneys and reviewed again. The Board was asked for but was not granted a conditional motion to move forward the project.
  
- Commissioner Pondexter, Zoning Board of Appeals Commission
  - Recommendation for Variance to the Sign Ordinance (Electronic Marquees) This item was removed from the agenda.
  
- Trustee Todd lead the discussion for the Ordinance Amending Division 6 “Mobile Food Dispensers” of Article IX “Food and Food Handlers” of Chapter 18 “Business and Business Regulations” of the Sauk Village Municipal Code to Regulate Temporary Food Dealers. It was decided to amend Ordinance 18-003 to increase the fee schedule to \$100.00 and to provide notification of the reference to it in the resolution. This item would go to the Board for a vote at the April 27<sup>th</sup> meeting. Because it is a minor change, the Clerk would make the needed changes. Trustee Todd mentioned the due date for Business licenses.
  
- Trustee Williams discussed anew the resolution passed April 25, 2017 approving Honorary Street Designations for David Hanks, Rosie Williams-Baig and James Schultz and an Ordinance Amending Chapter 66 of The Village Code to Include Provisions Regarding Honorary Designations on May 9, 2017. The Ordinances were approved for Williams-Baig and Schultz, but not Hanks. After discussions on why there had been no action taken concerning two that had been approved, the criteria, signature requirements, how many others were deserving of such an honor, making concessions by hosting an Appreciation Dinner, etc., it was agreed that a committee should be created to make recommendations, and that the Ordinance to grant an Honorary Street sign for David Hanks would be created and presented at the next Committee Meeting for review. It would then go for adoption at the next Board meeting. All signs would then be produced and placed.

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## PUBLIC COMMENT

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- L. Sapp questioned the process and rush to grant the sign designations. He stated his willingness work with anyone; he stated that there had been no transition for the new Trustees, when there should have been. The Clerk reminded him of the planned New Officials Training scheduled for May 6<sup>th</sup> at noon.
  - Mayor Burgess addressed the street signs and the motion to amend the ordinance; the transition is achieved with meeting attendance and answering questions, it would be impossible to provide all details in a two-hour period. It is comparable to being a “baptism by fire.” The first year is considered a transition. Other Trustees and Mayor cited other training opportunities by the Attorney Office and SSMMA.
  
- J. Cast agreed with the sign designations; asked about real estate and stated that meetings should be at Village Hall.
  - Mayor Burgess responded that meeting location is determined by the Governor and CDC’s guidelines.

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

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- Trustee Williams reported that the Blood Drive was not well supported and that the next would be July 24<sup>th</sup>. She spoke on the fee schedule, and vendor contracts.
- Trustee Grant offered service to continue efforts
- Trustee Todd extended prayers to the fire victim's family and the injured fire-fighter.
- Trustee Bell wished the fire-fighters well.
- Trustee Jasinski stated that she looked forward to working with the new Trustees; she like the formation of a committee to honor those who serve; she mentioned the Fire Chief's FB update.
- Mayor Burgess extended condolences to the fire victim's family and announced that donation could be dropped at the fire station and Village Hall; in-person meetings would resume soon; the Swearing-in Ceremony would occur at the May 11<sup>th</sup> meeting, afterwards, Board assignments would be disseminated.

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## **ADJOURNMENT**

Having completed the agenda items, Mayor Burgess called for a motion to adjourn at 10:26 p.m.

Trustee Bell moved and Trustee Todd seconded. The motion carried by a unanimous roll call vote.

/s/Mayor Derrick N. Burgess

Village Clerk

/s/Marva Campbell-Pruitt

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**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Board Meeting of the Corporate Authorities  
**Tuesday, April 27, 2021, 7:00 p.m.**  
**Virtual Meeting ~ ZOOM**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:15 p.m. via the ZOOM platform

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

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

**Staff Present:** Administrator Hurckes, Chief White, Chief Barrett; Director Royster, Eng. Czarnik; Consultant Douglas

Others in Attendance: Clerk Marva Campbell-Pruitt

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

None

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

**4) APPROVAL OF MINUTES**

- i. Approve the Journal of Proceedings for the Special Committee Meeting of March 23, 2021

Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- ii. Approve the Journal of Proceedings for the Committee Meeting of March 23, 2021

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

iii. Approve the Journal of Proceedings for the Board Meeting of April 13, 2021

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

iv. Approve Consent Agenda for Executive Closed Session Minutes with the Following Designations:

- a. February 9, 2021 – Approve, Keep Closed
- b. March 2, 2021 – Approve, Keep Closed
- c. March 9, 2021 – Approve, Keep Close

Trustee Todd moved, and Trustee Jasinski seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

**5) PUBLIC COMMENT**

- W. Miller reported that the land behind his property was sinking because of water run-off from the field.
  - Mayor Burgess would have someone conduct a site visit by Thursday.
- C. Boetcher spoke of a non-handicapped sidewalk in disrepair; she expected to see the sign designation on the agenda; and commended the Police and Fire Departments.
  - Mayor Burgess ascertained that she was speaking about Paxton and informed her that street repair is in the plan, funds were being sought; and the need of a resolution in order to ratify the item.

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess:
  - i. Commended the volunteers who assisted with the Clean-up. He cited that there was too much garbage strewn about, and, asked that offenders' license plate numbers be called in so they could be given a citation.
- b. Village Clerk – Ms. Marva Campbell-Pruitt:
  - i. Thanked the host of volunteers who participated in the Community Clean-Up. She thanked the Sheriff Tom Dart, Commissioner Miller, the PAM Group; students, School Board Members, the Public Works Department, and Engineer Czarnik for their assistance.
  - ii. Announced the Vaccination Program scheduled for that Thursday
  - iii. Provided the certified election results



- iv. Provided a Census Update
- c. Village Attorney- Atty. Mike McGrath was not present.
- d. Village Engineer – Mr. Jim Czarnik provided a written report for the files that:
  - i. Provided an update on the 221<sup>st</sup> Culvert Project, the start of repavement project
  - ii. Provided notice that seven of seventeen hydrants were replaced
  - iii. Proved notice of Bonding for the Pavement Project is in the works.
- e. Village Administrator Jerry Hurckes announced his last meeting and thanked the Board for the ability to work with them.
- f. Treasurer’s Report – Mr. Anthony Finch did not give a report as he was driving.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Recommended approval of \$433,287.51 for Payroll - \$1,399,39.37 and A/P - \$293,348.14
  - ii. Announced the need to review health insurance as it expires in June. Presentations would be made on May 4, 2021.
  - iii. Announced that Dr. Jones, Consultant had cleared 2019-2020 bank recs. Her contract ended at the end of April. She asked to stream-line the process for extending the contract rather than going to Executive Session and then Committee before voting. Mayor Burgess requested that a consensus vote be sent to the Clerk.
- b. Fire Department – Fire Chief Stephen Barrett:
  - i. Reported – CFS – 107
  - ii. Mentioned the fatality from the house fire
  - iii. Announced the Golf Outing on June 26<sup>th</sup>
  - iv. Appealed to residents to get the COVID Vaccination
- c. Police Department - Chief Malcolm White:
  - i. Reported – CFS 387 Arrests – 10
  - ii. Announced the transition and training provided to groom officers.
- d. Emergency Management Agency - Director Allen Vavrik was not present.
- e. Public Works – Mayor Burgess read the report that will be filed with the minutes.
- 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 was absent.
- 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:
  - i. Announced the date of the next meeting.
  - ii. Provided a recap of past activities.
  - iii. Announce the Family Christian Health Center activity each Saturday in May.

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

- a. Senior Advisory Committee – Chairman Emmett Farmer was not present.

## 10) UNFINISHED BUSINESS

## 11) NEW BUSINESS

### a) APPROVE THE FOLLOWING ITEMS IN THE CONSENT AGENDA

- i. Approve the Payroll and Accounts Payable Disbursement
- ii. Approve Ordinance Amending Division 6 “Mobile Food Dispensers” of Article IX “Food and Food Handlers” of Chapter 18 “Business and Business Regulations” of the Sauk Village Municipal Code to Regulate Temporary Food Dealers
- iii. An Ordinance Amending Section 18-29 (Fee Schedule) of the Sauk Village Municipal Code

Trustee Bell moved, and Trustee Jasinski seconded

### On Roll Call

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

NAYS: None

ABSENT: Trustee Brewer

### Motion Carried

## 12) GENERAL COMMENTS FROM THE MAYOR AND TRUSTEES

- Trustee Todd thanked the First Responders
- Trustee Williams asked the process for extending the contract for the consultant; when would the 18-19 audit be completed; thanked Mr. Hurckes and wished him well.
- Trustees Grant and Jasinski had no comment
- Trustee Bell congratulated the winners in the election and thanked Mr. Hurckes
- Mayor Burgess asked that a consensus for the finance position be conducted; announced that the swearing in service would be conducted outside under a tent and the need to social distance if not family; and that another Community Clean-up would be planned.

## 13) ADJOURNMENT

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 8:06 p.m.

Trustee Williams moved, and Trustee Todd seconded

### On Roll Call

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

NAYS: None

ABSENT: Trustee Brewer

### Motion Carried

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, May 4, 2021**  
**7:00 p.m.**  
**Virtual Meeting ~ ZOOM**

**CALL TO ORDER**

- Roll Call

Mayor Burgess called the Committee of the Whole meeting to order at 7:22 p.m. There were extreme technical difficulties with many members and the public gaining access to the ZOOM format. Research will be conducted to determine the cause.

In attendance:

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

Absent: Trustee Brewer

Others in attendance: Clerk Campbell-Pruitt, Director Royster, and Consultant Douglas

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**RECESS TO EXECUTIVE SESSION**

**NONE**

**RECONVENE COMMITTEE MEETING**

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**DISCUSSIONS**

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Trustee Debra Williams introduced the resolution to approve the Honorary Street Designations for David Hanks. Many of the same questions and comments arose from the April 20<sup>th</sup> meeting with the same solutions provided. Establishing a committee to address qualifications, criteria, etc., will be assigned by the Mayor during the upcoming committee appointments. The Resolution would be placed on the May 11<sup>th</sup> agenda for adoption.

Finance Director Michelle Royster spoke of the following three items, not necessarily in the order presented on the agenda.

- An Ordinance Creating the Position of Accounts Coordinator in the Village of Sauk Village, Illinois
- Group Health Insurance Renewals – None of the intended representatives from the companies were present. Dir. Royster discussed the advantages of using United Health Care as the premiums would not be as high. She noted the need to talk with the Union as there is a clause stipulating that Blue Cross Blue Shield would be the provider.
- Financial Updates – Trustees were informed:
  - That the consultant was helpful and was still needed to assist with the audit.
  - That the Aging Report is less than it was previously and that there were fewer liabilities.

Trustees had many comments, not necessarily in any order. They discussed why the Union employees wanted to retain BC/BS and their unwillingness to change doctors; the pros and cons of using United Health Care; if the services were comparable; would the Police Insurance

change, and when was renewal. Health Care renewals are July 1<sup>st</sup>, though enroll is scheduled to occur in June.

Discussion centered on the Audit's anticipated completion date; invoices that were not paid; an invoice that would never be approved as there was no letter of engagement; bills would not be approved without Board approval.

The Director explained how some vendors bill late, had missing documentations, etc., She informed Trustees that because of processes a bill is not considered late after 30-60 days.

Regarding the position of Accounts Coordinator, the Ordinance to create the position was not discussed, but was questioned by Trustees. Attention to Section 2 requesting a job description was addressed. Consideration was asked to attach the job description the Ordinance as an exhibit.

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#### **PUBLIC COMMENT**

- C. Boetcher asked when in person meetings would resume.
  - Mayor Burgess responded that the Village must await state notification.

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

- Trustee Todd announced the temporary DMS at Prairie State with full services.
- Trustee Jasinski stated that she sent an email to Mr. Cooper to determine if renewals were sent to business. They had been according to Cooper.
- Trustee Bell asked where the money for the Inauguration was derived. He was told from the General Elected Officials and Covid Grant funds. When he asked why Trustees were not notified, he was told that Trustees voted on them when the A/P was approved.
- Trustee Grant Had no comments.
- Trustee Williams announced Covid Vaccines hosted by FCHC
- Mayor Burgess re-announced that the May 11<sup>th</sup> meeting will occur outside, but there was still a need to wear masks.

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#### **ADJOURNMENT**

Having completed the agenda items, Mayor Burgess call for a motion to adjourn at 8:22 p.m.

Trustee Todd moved, and Trustee Jasinski seconded. The motion carried unanimously by a roll call vote

/s/Mayor Derrick N. Burgess

Village Clerk

/s/Marva Campbell-Pruitt

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**Village of Sauk Village**  
Board Meeting of the Corporate Authorities  
Village Board of Trustees  
**Tuesday, May 11, 2021, 7:00 p.m.**  
**Welch Memorial Park**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**  
**INAUGURAL VILLAGE BOARD MEETING**

**1) INTRODUCTIONS**

Arleta Blackmon Bazile served as the Mistress of Ceremony until the meeting was formerly called to order by Mayor Burgess. She started by introducing and reading the bio of the Honorable Judge Cynthia Y. Cobbs

**2) ADMINISTRATION OF OATHS OF OFFICE**

The Honorable Cynthia Cobbs, Circuit Judge, Illinois Appellate Court, administered Oaths of Official to the following, individually and in the order of Mayor Derrick N. Burgess, Village Clerk Marva Campbell-Pruitt, and Trustees Rodrick R. Grant, Arnold Coleman, and Larry D. Sapp. After each, Mayor Burgess, except for himself, distributed them a badge.

**3) CALL TO ORDER OF THE NEW VILLAGE BOARD - Honorable Mayor Derrick Burgess**

Mayor Burgess called the meeting to order at 7: xx p.m.

**4) ROLL CALL – Honorable Village Clerk Marva Campbell-Pruitt**

The Clerk read the roll to take attendance and to establish a quorum.

On Roll Call:

Present: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

Absent: None

**5) INVOCATION**

Rev. Melody Seaton of Grace United Church of Christ, Sauk Village, IL, provided the invocation.

**6) MUSICAL SELECTION**

Mrs. Chanise Nevels and a guest soloist provided the musical selection.

**7) MAYOR'S INAUGURAL REPORT – Honorable Mayor Derrick Burgess**

Mayor Burgess read a report highlighting accomplishments and future goals and objectives. The report will be filed with the certified minutes.

**8) VILLAGE CLERK'S COMMENTS – Honorable Marva Campbell-Pruitt**

Clerk Campbell-Pruitt provided notice of her commitments to the Mayor, Trustees, Department Heads, employees, and the community. She vowed to increase communication efforts throughout the Village.

**9) COMMENTS FROM NEWLY INSTALLED TRUSTEES**

Each Trustee brought greetings,

Trustee Grant felt accomplished as he was starting a second term in office.

Trustee Coleman expressed thankfulness for being elected.

Trustee Sapp spoke on the importance of Black Lives Matter.

#### **10) RESPONSES FROM CURRENT TRUSTEES**

- i. Trustee Williams spoke to the need for politics to subside. Need to work and heal together.
- ii. Trustee Jasinski provided greetings ,and congratulations to the new Trustees and well wishes for the former.
- iii. Trustee Bell spoke of the ugliness of politics

#### **11) PUBLIC HEARING AND APPOINTMENTS**

Mayor Burgess sought approval of the appointments for the noted positions:

- i. Police Chief White  
Trustee Bell moved, and Trustee Jasinski seconded.  
AYES: AYES: Trustees Bell, Coleman Grant, Jasinski, Sapp, Williams  
NAYS: None
- ii. Fire Chief Barrett  
Trustee Jasinski moved, and Trustee Sapp seconded.  
AYES: Trustees Bell, Coleman Grant, Jasinski, Sapp, Williams  
NAYS: None
- iii. Village Engineer Czarnik  
Trustee Jasinski moved, and Trustee Coleman seconded.  
AYES: Trustees Bell, Coleman Grant, Jasinski, Sapp, Williams  
NAYS: None

Village Clerk Marva Campbell-Pruitt administered Official Oaths of Office to each of them.

#### **12) ADJOURNMENT**

Having completed all agenda items, Mayor Burgess called for a motion to adjourn at 8:41 p.m.

Trustee Williams moved, and Trustee Bell seconded.

#### **On Roll Call**

AYES: Trustees Bell, Coleman Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

/s/Mayor Derrick N. Burgess

/s/Village Clerk Marva Campbell-Pruitt

**Village of Sauk Village**  
Board Meeting of the Corporate Authorities  
Village Board of Trustees  
**Tuesday, May 11, 2021, 7:00 p.m.**  
**Welch Memorial Park**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at an in-person meeting 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, Grant, Jasinski, Todd, Williams  
Absent: Trustee Brewer

**Staff Present:** Administrator Hurckes, Chief White, Chief Barrett; Director Royster, Eng. Czarnik; Consultant Douglas

Others in Attendance: Clerk Marva Campbell-Pruitt

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

None

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

**4) APPROVAL OF MINUTES**

- i. Approve the Journal of Proceedings for the Special Committee Meeting of April 20, 2021

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- ii. Approve the Journal of Proceedings for the Board Meeting of April 27, 2021

Trustee Jasinski moved, and Trustee Todd seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- iii. Approve the Journal of Proceedings for the Committee Meeting of May 4, 2021

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

**NEW BUSINESS**

- i. Approve Payroll and Accounts Payable According to Sauk Village Policy

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

- ii. Approve a Resolution of the Village of Sauk Village, Cook County Honoring David Hanks with an Honorary Street Designation

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees Bell, Jasinski, Todd, Williams

NAYS: Trustee Grant

ABSENT: Trustee Brewer

**Motion Carried**

**5) FAREWELL FROM CURRENT BOARD MEMBERS**

- i. Trustee Bernice Brewer was not present.
- ii. Trustee Linda Todd provided a farewell, gave thanks, and recommendations to the newly elected Trustees.



**6) ADJOURNMENT – \* SINE DIE (sī.ni.dī.ē)**

Having exhausted the agenda items, Mayor Burgess called for a motion to adjourn at 7: 12 p.m.

Trustee Todd moved, and Trustee Bell seconded.

**On Roll Call**

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

NAYS: None

ABSENT: Trustee Brewer

**Motion Carried**

/s/ Mayor Derrick Burgess

/s/Village Clerk Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, May 18, 2021 7:00 p.m.**  
**In-Person**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

**CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:01 p.m. in the Rotunda at the Municipal Center.

**ROLL CALL**

Present: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

Absent: None

Others in Attendance: Clerk Campbell-Pruitt, Director Royster, Consultant Douglas, Director Coleman

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**DISCUSSIONS**

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**Digital Signs**

Clerk Marva Campbell-Pruitt provided an update on the proceedings for the erection of one sign, and its location by Chicago Billboard (Digital Sign). She further provided the need for additional research and an appeal to IDOT in order to erect a sign on I-394 and Sauk Trail because it is a part of the Lincoln Hwy Scenic Byway. Questions were fielded and responded to by Trustees and the Clerk. The Clerk would send examples of other communities' signs to the newly-elected Trustees.

The Perpetual Easements Agreement and the completed survey were presented along with the recommendation that the item be placed on the next Board Meeting agenda for Consideration.

**Youth Programs and Activities Proposals**

Mr. Gregory Bullock returned to address the Board regarding the AIMS Summer Camp and Programs previously discussed and their proposed locations for implementation. He provided comparative programs and costs as he discussed the proposed plan for the Village. Only two programs would bear costs. There was no definitive plan to poll parents as one had been conducted. There would be consideration of a poll for future programs and those costing family's can be delayed, while the no-cost ones could begin June 1<sup>st</sup> and run through August. The planned programs and implementation would be on the next Board Meeting agenda for consideration.

George Green was not present to provide a program proposal.

## **PUBLIC COMMENT**

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### **MAYOR BURGESS ADDRESSED THE PUBLIC COMMENTS AFTER EACH PERSON SPOKE**

- R. Richardson addressed the drivers who disregarded the rules of the road. She spoke of the speeders and those who do not stop at stop signs.
- C. Boetcher asked when the Senior Center would reopen and if copies of the Accounts Payable Report could be posted in the Municipal Center.
- W. Miller addressed the excessive stormwater that collects at the rear door of his home.
- L. Washington reiterated that speeders were problematic. She spoke of the unresponsiveness of the Mayor and Police Chief in her attempts to communicate with them, and she expressed that she was upset over the Public Works Director.
- D. Turner expressed excitement over the concepts of the youth program and stated that he would volunteer. He agreed that speeders were a problem.
- **Mayor Burgess' Responses**
  - He would pass the issue of speeders to the Police Chief with urgency.
  - The Senior Center would re-open at 60% of its capacity.
  - Personnel matters are not discussed in open meetings.
  - A survey is needed to address the water run-off at the resident's home.
  - Accounts Payable should be available on Wednesday following approval.

### **RECESS TO EXECUTIVE SESSION**

Mayor Burgess called for a motion for Executive Closed Session

Trustee Bell moved and Trustee Jasinski seconded a motion to recess to Executive closed session at 8:00 p.m. to discuss Personnel matters. The motion carried by a roll call vote where all Trustees unanimously voted Aye.

### **RECONVENE COMMITTEE MEETING**

Trustee Jasinski moved, and Trustee Bell seconded the Mayor's request to reconvene the meeting at 9:02 p.m. All Trustees responded present for the roll call.

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

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- Trustee Grant commented that it was nice to see residents at the meeting.
- Trustee Bell welcomed back the residents to the in-person meeting. He inquired about free vehicle stickers for veterans, stating that there should be a consistent procedure.
- Trustee Coleman stated that he looked forward to serving and to smooth operations.
- Trustee Williams announced the COVID – 19 Vaccination Program planned the next day and sought volunteers. She read comments made at another entity's swearing-in ceremonies by a Trustee and provided communication from residents and a realtor regarding concerns and issues required addressing by the Village.
  - Mayor Burgess rebuffed comments, while stating the purpose of General Comments is to discuss issues of the Village and not happenings occurring in another taxing body's meeting. He

provided the protocol for addressing residents' concerns, that is, to refer them to the appropriate staff for resolution.

- Trustee Sapp responded to Trustees concerns regarding him, and his belief that administrators have a prerogative to make staff changes.
- Trustee Jasinski had no comment.
- Mayor Burgess thanked and complimented Dir. Cooper on the production of the new Commission Cards; discussed the Bridge Program and the facility capacities for meetings and certain other events.

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**ADJOURNMENT**

Having completed all agenda items, Mayor Burgess requested a motion to adjourn at 9:22 p.m. Trustee Jasinski moved, and Trustee Sapp seconded. On roll call, all Trustees voted in the affirmative.

/s/Mayor Derrick Burgess

/s/Village Clerk Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
Board Meeting of the Corporate Authorities  
**Municipal Building**  
**21801 Torrence Avenue, Sauk Village, Illinois**  
**Tuesday, May 25, 2021, 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, Coleman, Grant, Jasinski, Sapp, Williams  
Absent: None

**Staff Present:** Chief White, Chief Barrett, Director Royster, Eng. Czarnik; Consultant Douglas, Treasurer Anthony Finch, Director Vavrik

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 7:05 p.m.  
Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD**

Mayor Burgess reconvened the meeting at 8:09 p.m.  
Present: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams  
Absent: None

**4) Approve the Consent Agenda for the Following (*Omnibus vote*):**

- i) Journal of Proceedings for the Board Meeting Sine Die of May 11, 2021
- ii) Journal of Proceedings for the 2021 Inaugural Board Meeting of May 11, 2021
- iii) Journal of Proceedings for the Committee Meeting of May 18, 2021

Trustee Jasinski moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

## 2) PUBLIC COMMENT

No Comments

## 3) REPORTS OF OFFICERS

a) Mayor's Report - Mayor Derrick Burgess asked for the following appointments and called for the needed motion(s).

i) The Appointment of Joseph Wiszowaty as the Village Administrator. A vote was required.

Trustee Sapp moved, and Trustee Grant seconded

### On Roll Call

AYES: Trustees Bell, Coleman, Grant, Sapp

NAYS: Trustee Jasinski, Trustee Williams

### Motion Carried

ii) The appointment of a Public Works Director Anthony Finch occurred and required no vote.

iii) The appointment of the former Interim Community Director Antonio Cooper to Director required no vote.

iv) Re-Appointment of EMS/ESDA Director Vavrik required no vote. He was administered the Official Oath of Office by the Village Clerk, Marva Campbell-Pruitt

v) Mayor Burgess announced that IHDA provided grant funding for \$250,000 for tree cutting and trimming, and the demolition of properties.

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

i) Presented the Certificate of Elections from Cook County Clerk, Karen Yarborough to the Mayor, the Village Clerk, and Trustees Coleman, Grant, and Sapp.

ii) Notified the Board that contact had been made to the establishments for the Adopt a Spot Program requesting that they enhance their adopted location (s)

iii) Requested that the Village Signs be erected at the Village Entry points.

iv) Reminded the Board to register for the SSMMA Virtual Conference for June 12, 2021.

v) Announced that Village Hall would be closed on Memorial Day in honor of Veterans. Mayor Burgess announced the Memorial Day Recognition scheduled for that day.

c) Village Attorney- There was no report as the Corporate Counsel had not been appointed.

d) Village Engineer – Mr. Jim Czarnik provided a written report to be filed with certified minutes. An update on a CDBG project, the extension of road repairs. The response was that funding was pending.

e) Village Administrator - There was no report as this position had not been appointed.

f) Treasurer's Report – Mr. Anthony Finch provided a written report to be filed with the certified minutes. The Line of Credit was questioned. The Mayor responded.

## 4) REPORTS OF DEPARTMENTS

a) Finance & Administration – Director Michelle Royster requested approval of the Payroll and Accounts Payable distributions for \$446,985.00. The lateness of receiving the report was questioned. A response was provided, along with the intention to produce timely reports.

- b) Fire Department – Fire Chief Stephen Barrett reported on the Calls for Service – 87, and that there were no major incidents. He announced the Culver’s contributions/fundraiser on June 25<sup>th</sup> and the Golf Outing on June 26<sup>th</sup> in honor of former Chief Stoffregen.
- c) Police Department - Chief Malcolm White had to exit, Chief Barrett, reported on the Calls for Service - 419, and Arrests - 14
- d) Emergency Management Agency - Director Allen Vavrik reported on the Calls for Service – 15, and no major incidents.
- e) Public Works – Interim Director Anthony Finch
- f) Community Development – Interim Director Antonio Cooper

**5) GENERAL COMMENTS OF TRUSTEES**

- a) Trustee Gary Bell had no comments.
- b) Trustee Arnold Coleman had no comments.
- c) Trustee Rodrick R. Grant had no comments.
- d) Trustee Sherry Jasinski had no comments.
- e) Trustee Larry Sapp had no comments.
- f) Trustee Debra Williams announced the results of the recent Covid Vaccinations and the follow-up activities resulting from the Phase I dosage.

**6) REPORTS OF COMMITTEES AND COMMISSIONS**

- a) Senior Advisory Committee – Chairman Emmett Farmer announced that the Senior Center would re-open soon and the date of the next meeting.

**7) PRESENTATION OF RESOLUTIONS AND ORDINANCES.**

- i) Approve an Ordinance Creating the Position of Accounts Coordinator in the Village of Sauk Village, Illinois

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**8) UNFINISHED BUSINESS**

None

**9) NEW BUSINESS**

**A) APPROVE THE FOLLOWING CONSENT AGENDA (*Omnibus vote*)**

- i) Approve the Payroll and Accounts Payable Disbursement \$446,985.00
- ii) Approve the Perpetual Easements Agreement with the Chicago Billboard Company Pending Notification of Property Owners’ Trustees
- iii) Approve the Arts in Me (AIM) Summer Camps and Program Proposal and Agreements as Program Offerings are Finalized.

Trustee Williams asked to remove items 9 A iv and v from the Consent Agenda. The individual votes follow:

iv) Approve the Legal Services of Ancel Glink as Corporate Counsel for the Village of Sauk Village

Trustee Sapp moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Sapp

NAYS: None

Abstentions: Trustees Jasinski, Williams

**Motion Carried**

v) Approve the Request to Extend the Hours of The Jones Consulting Contract for Six Months Through November 2021, and at Twenty-Five Hours Weekly

Trustee Sapp moved, and Trustee Coleman seconded

Trustee Williams questioned the duration and hours of the contract. It was suggested to amend the approval for the contract extension to three months. The maker of the motion and seconder did not acquiesce, and the motion remained as presented.

**On Roll Call**

AYES: Trustees Coleman, Grant, Sapp, Mayor Burgess

NAYS: Williams, Bell, Jasinski

**Motion Carried**

**10) FINAL COMMENTS FROM THE MAYOR**

The Village Clerk deferred and announced research needed to address the unrest noted regarding Veterans with 100% Service-Connected Disabilities discounts for Village Vehicle Licenses. She requested approval to continue research and presentation at the subsequent Committee Meeting and a subsequent Ordinance amendment at the next Board Meeting. Stickers would be available for sale on June 1, 2021.

Mayor Burgess announced that the Community Center and Senior Center would reopen and be sanitized

**11) ADJOURNMENT**

Having completed the Business of the Day, Mayor Burgess called for the meeting to adjourn at 8:56 p.m. Trustee Jasinski moved, and Trustee Coleman seconded. The roll call vote was unanimous.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, June 1, 2021 7:00 p.m.**  
**In-Person**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

**CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:01 p.m.

- Roll Call  
On Roll Call: Trustees: Coleman, Grant, Jasinski, Sapp, Williams  
Absent: Trustee Bell, with notice

Others in Attendance: Clerk Campbell-Pruitt, Administrator Wiszowaty, Director Cooper Director Royster, and Consultant Douglas

**PRESENTATIONS**

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- Antonio Cooper introduced:
  - Patricia Eaves, Meena Beyers, and Nicholas Cripe of Nicor Gas & Team Smart Homes Subdivision Development, along with Dave Neary of Habitat for Humanities. Collectively, they provided a hard-copy and talk on the same presentation as was done at the March 16<sup>th</sup>, 2021 meeting. The in-depth presentation focused on a concept to revitalize the Village that builds upon the Village's Comprehensive Plan and the Sauk Village Strategic Plan. The plan takes into consideration redeveloping fifty-three lots with intended funds to be allocated for tens of millions of dollars in investments. The next steps would be to develop a Memorandum of Understanding to highlight the needed elements and to schedule an Informational Forum for residents. Trustees expressed excitement and approval of the proposed plan. They had questions and recommendations. They asked for consideration of forming a steering committee to further move forward and to address residents' questions; how many homes would be involved; would there be assistance with acquiring the homes, and for grant acquisition.

Mayor Burgess questioned the agreements on two issues with the MOU. He was told that the company had acquiesced to the two. He questioned the proposed lots and their sizes. Two or three sites may be comprised for possible forty-seven as the final. All the homes will have the benefits of the technology. Nicor would work with habitat to assist with understanding the technology. Habitat would vet the homeowners with specified criteria. There is no re-location of anyone. Employment opportunities for residents. Yes, immediately for those like outreach and partnership opportunities that are not construction

Prototype. What does success look like? They create affordable mortgages.

Questions from Trustees:

Steering Committee? Town Hall Meetings to engage the community. Want to do a MOU before engaging the residents.

What were the glitches and input if this is a good way to move forward? The two items that were red lined by the attorney. This would not be a redevelopment agreement, just a MOU.

What happens to displaced families. What provisions would be made, what is in place so that underprivileged families would be entertained. Consider a land Trust to surround the area. That is a challenged for them.

This would be the Nation's first Smart Home, affordable Home project. The research for this demonstration pilot site should serve as a learning tool for other communities.

1. Antonio introduced Pastor Dave Nearpass of Homestead and the Faith Church in Dyer Indiana. He is asking for Sauk Village to donate of two (2) Residential Properties located 21754 Peterson Avenue and 1600 217<sup>th</sup> Place. He provided an overview of the mission of Homesteads and its commitments. Once a property has been renovated, then it would be sold to an individual or family that has completed the NACA Certification process. No closing or credit. H
2. Properties would be renovated and then NACA would provide SV residents with priority in purchasing. Mayor requested that the residents be from Sauk Village.

### **Trustee Questions**

If the project was done before? What happens to taxes and liens on properties? Would the Village incur the expenses? What is the time frame? One this year. There are some who are already NACA certified. Three months is projected. The Village could exempt the properties with no liens and taxes. Eligibility: the list of applicants are they from Sauk Village? What is the biggest goal? To bring in new homeowners or to fine homes from Sauk Village. Statistics were provided that did not focus on Sauk Village residents. With NACA, SV residents can not be left out of the process or with extensive waiting lists. Can limit who homes are shown to so that our residents would have an advantageous. The Mayor asked for dedicated resident to benefit.

Proceeds from the house would go to purchase other homes. The goal is for Homesteads to become self-sustaining.

No cost to the Village for anything. If additional donors manifested, that would be great. Looking to place one family.

Why can't we donate to the homes to individuals and allow them to make improvements. All their proceeds go towards assisting them.

Joe questioned the convenience costs to the village, if Legal had reviewed it and the project's involvement with the Landbank. Homes going back on the tax roll is beneficial. He and Cooper would be taxed to present a document to attorneys so that it is presented to the Board for approval.

Would NACA place others in homes prepared by other developers. They offer a workshop.

Predatory homeowners can be helped by NACA as well.

### **DarDur**

J. Wiszowaty and A. Cooper met with the Dardur group and provided an update. DarDur was working on engineering. The redevelopment agreement and questions from Trustees were answered. The agreement had not gone through current counsel. Permits needed, reengineering of the water way is needed. Questions from and for all trustees were expected to be the topic of discussion. The questions would be shared with all trustees.

The TIF District would compensate for the outlay of funds.

Trustee asked that they come back and represent so that the newly elected officials and Atty., so that all could be apprised. They would be invited back in two weeks.

## DISCUSSIONS

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### Mayor Derrick Burgess

1. Ordinance Amending Chapter 2, Article IV, Division 6-Administrator to be presented by the Mayor for Mayor asked if there were any questions to be addressed? It was noted that the referenced item should be Division 7 not Div. 6. This item is scheduled to be on the agenda at the next Board Meeting.
2. Ordinance Amending Chapter 2, Article IV, Division 2- Mayor Hearing no questions or comments, this item is scheduled to be on the agenda at the next Board Meeting.
3. Ordinance Repealing Ordinance 19-012 Village Attorney Policy Special Counsel Hearing no questions or comments, this item is scheduled to be on the agenda at the next Board Meeting.
4. An Ordinance Amending Repealing Ordinance No. 19-010 Legislative Counsel Hearing no questions or comments, this item is scheduled to be on the agenda at the next Board Meeting.
5. Ordinance Amending Chapter 2 "Administration" Of the Municipal Code- Standing Committees Mayor Burgess distributed the Ordinance to establish the standing committees and would assign Trustees after approval.  
Question: Public Events Committee was removed. If not standing, there should be a Special Committee/Adhoc Mayor is requesting that all Trustees become involved in future activities This item is scheduled to be on the agenda at the next Board Meeting.
6. Resolution Authorizing the Entry of an Agreement with Larrell Lee- 4 Seasons Lawn Care (Mowing Vacant Homes)  
Mayor Burgess gave an overview of the services and funding source to provide services to vacant homes.

In answer to a question, the costs for each cut are included in the agreement.

The bidding process for lawncare was questioned, and a request that it go out for bid next year. The blank cost would be given to the Clerk to be added. This item is scheduled to be on the agenda at the next Board Meeting.

7. Emergency Demolitions  
Mayor Burgess presented two proposals for three homes requiring emergency demolitions. The cost would be \$33,000.00. Mayor asked the Board to decide on the demo the first one from a grant received and then with the reimbursement

Discussion to fund one and approve the other pending reimbursement was entertained.

Holland for 33,000.00 for all three was the favored company. They will be contacted to determine if there are other unforeseen costs. Mayor Burgess would get back to the Trustees to determine if all three can be done at the same time.

8. RFP for Cleaning Service

Mayor Burgess asked to put out an RFP as there was no need to vote on the RFP but would vote on the approved company after the Bid.

9. Illinois Municipal League Annual Conference

Mayor Burgess advised the newly elected Trustees of the Annual Conference on 9/23 – 9/25/2021. He explained the financial allowance provisions for those attending.

**Clerk Marva Campbell-Pruitt**

1. Veterans' Benefits/Annual Fees discussed her findings of 100% Veteran Disabilities provisions and recommended that the Village adopt the same. A resolution would be amended. This item is scheduled to be on the agenda at the next Board Meeting.
2. Mardi Gras in July Jazz Brunch was announced, along with a Save the Date Flyer. The Clerk advised of the needed direction from the Finance Dept. relative to depositing and expending revenue. Discussions ensued and a recommendation was made to refer it back to Committee. Mayor Burgess inquired about who would be the lead as it was his desire that all Trustees work collectively on all future events.

**Director Anthony Finch**

**Mayor Burgess presented the following in A. Finch's absence**

1. Boiler Replacement – Municipal Center  
Mayor Burgess presented proposals on the cost for a new proposal and the proposal to open the roof as there would need to be a hatch to lower the equipment into the building. Another stated that it could be done. He wanted them to review the price points, it is not readied for a vote.
2. DeLage Landen Public Finance Lease/Purchase Agreement for the backhoe. Hearing no questions or comments, this item is scheduled to be on the agenda at the next Board Meeting

**Director Royster**

The Group Health Insurance presented a proposal for United Health Care. The insert provided specifically for the co-pays and deductibles. She asked for consideration for a consensus vote so that the company could meet with employees.

Life insurance 25,000 of live coverage. Would like to consider changing it to \$50,000. Per employee. It would cost the Village an extra \$3500.00 annually. She continued with the cost savings for employees covering and their families and a saving to the Village. HRA Health care reimbursement up to \$3,000.00. Deductible down to \$250.00. This option requires a third party. A consensus was sought to vote on the recommended plan to plan

a meeting with staff to inform them of the options. The rights of administration towards changing carriers were discussed.

She proposed to change from BCBS to United Health Care. This item is scheduled to be on the agenda at the next Board Meeting.

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**PUBLIC COMMENT**

- L. Washington spoke on Trustees who questioned presenters on varying subjects. She requested a meeting with the Mayor and the Police Chief. She appealed to the responsiveness to residents.
- D. Turner thanked Trustees Bell & Sapp and the Clerk in their efforts to settle the discounts for veterans. He appreciated the knowledge on the homestead plans and other events noted.
- C. Boetcher was impressed by the proceedings of the meeting. She inquired about the Chat with the Chief; and express displeasure of the officers' responses to calls on shots fired and fireworks.

**Mayor's Responses:**

He announced his availability to meet the next day.

Appreciate all volunteers.

Chat with the Chief is the third Thursday of each month.

Fireworks are prolific between June and July. A presence is needed, but information of the violation is the best option. The Village would provide a warning and then issue a citation.

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**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

- Trustee Williams spoke to the Chat with the Chief schedule; she gave her phone number to residents to call; presentations were great; must work together. She has been told to sit down; advised that she is not getting requested information; addressed the abolishment of the Public Events Committee.
- Trustee Sapp stated his intentions of serving the Village. Change of guard necessitates change overall. He avowed his willingness to work with everyone.
- Trustee Jasinski, Grant had no comments.
- Trustee Coleman promised that the current Board would get things accomplished
- Mayor Burgess reiterated his expectations that Trustees work together on events; the Village has re-opened; COVID Vaccinations should be considered by using the mobile van.

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**RECESS TO EXECUTIVE SESSION**

**THERE WAS NO EXECUTIVE SESSION**

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**ADJOURNMENT**

Having exhausted the agenda items and discussions, Mayor Burgess called for a motion to adjourn at 10:28 p.m. Trustee Williams moved, and Trustee Sapp seconded. The motion carried unanimously by voice vote.

/s/Mayor Derrick Burgess

/s/Village Clerk Marva Campbell-Pruitt

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**Journal of Proceedings**  
**Village of Sauk Village**  
Board Meeting of the Mayor and Corporate Authorities  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

**Tuesday, June 8, 2021,**  
**- 7:00 p.m.**  
**EDITED**

**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, Cooper, Grant, Jasinski, Sapp, and Williams

**Staff Present:** Administrator Wiszowaty, Chief White, Captain Synowiec; Director Royster, Eng. Czarnik; Consultant Douglas, and Director Alan Vavrik

Others in Attendance: Clerk Marva Campbell-Pruitt

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

Mayor Burgess call for a motion to recess to Executive Session at 7:01 p.m. to discuss Pending Litigation and Personnel Matters.

Trustee Sapp moved, and Jasinski seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**3) MOTION TO RECONVENE REGULAR BOARD**

Mayor Burgess reconvened the meeting at 7:25 p.m.

Present: Trustees: Bell, Cooper, Grant, Jasinski, Sapp, and Williams

**4) APPROVAL OF MINUTES**

**Approve the Consent Agenda for the Following (*Omnibus vote*):**

- i. Motion to Approve and Keep Closed Executive Minutes of April 20, 2021
- ii. Motion to Keep Closed the following Minutes reviewed for at least second time on May 25, 2021
  - 2/11/2020 (2<sup>nd</sup> Review)
  - 3/3/2020 (2<sup>nd</sup> Review)
  - 5/19/2020 (3<sup>rd</sup> Review)
  - 5/12/2020 (2<sup>nd</sup> Review)
  - 6/23/2020 (2<sup>nd</sup> Review)
  - 7/28/2020 (2<sup>nd</sup> Review)

Trustee Bell moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT:

**Motion Carried**

**5) PUBLIC COMMENT**

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess
  - i. Motion to confirm the appointment of RaDonna Brown for Fire and Police Commissioner

Trustee Sapp moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

RaDonna Brown was sworn into office as Commissioner by Village Clerk Campbell-Pruitt

- ii. Motion to confirm the appointments of Darryl Coney and Bennie Kennedy as members to the Zoning Board of Appeals

Trustee Grant moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

Darryl Coney and Bennie Kennedy were sworn into office as members to the Zoning Board of Appeals Commission by Village Clerk Campbell-Pruitt.

- iii. Motion to confirm the re-appointment of Chairman Charles Pondexter as Chairman to the Zoning Board of Appeals Commission

Trustee Coleman moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- b. Mayor Burgess asked to reactivate the Human Relations Commission  
Trustee Grant moved, and Trustee Jasinski seconded

Comment:

Trustee Williams stated that the item was not on the agenda. It will come forth at the next meeting, thus it was tabled.

- c. Village Clerk – Marva Campbell-Pruitt:
  - i. Provided an update on the current codified Codes.
  - ii. Distributed Contact sheets requesting that all return the form that night.
- d. Corporation Counsel – ShawnTe Raines, Ancel Glink no report.
- e. Village Engineer – Mr. Jim Czarnik read and provided a written report that will be filed with the certified minutes.
- f. Village Administrator – Joseph Wiszowaty had no report.
- g. Treasurer’s Report – Mr. Anthony Finch provided a Cash Report totaling \$3,544,688.00 and the Reserve Funds totaling \$1,487,893.00. Trustee Williams inquired where funds for Dardur Development, and was told that the bulk of the funds would derive from the TIF Account

**7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster requested approval \$319,054.43 in consideration of payroll – 163572.70 and Accounts Payable - \$155,481.73
- b. Fire Department – Captain Synowiec reported Calls for Service - 96 and no major incidents. He announced the Annual Golf Outing and the need for donations. The report will be filed with the Certified Minutes
- c. Police Department - Chief Malcolm White reported Calls for Service - 420 Arrests - 10. Invited residents to the Chat with the Chief on the third Thursday of the month. He announced the Neighbors App. The report will be filed with the Certified Minutes
- d. Emergency Management Agency - Director Allen Vavrik report on Calls for Service – 18.
- e. Public Works – Director Anthony Finch recapped activities accomplished by the Public Works Department and upcoming projects. He reported that staff are attending professional Development



training and provided equipment status. Finch appealed to neighbors to assist with grass cuts in their neighborhood. The report will be filed with the Certified Minutes.

- f. Community Development – Director Antonio Cooper was not present.

## 8) GENERAL COMMENTS OF TRUSTEES

- a. Trustee Gary Bell response unknown
- b. Trustee Arnold Coleman had no comment.
- c. Trustee Rodrick R. Grant reported on the Public Works team and applauded their efforts.
- d. Trustee Sherry Jasinski had no report.
- e. Trustee Larry Sapp thanked Public Works for their efforts and stated that change is needed. The community must join the process of making a change.
- f. Trustee Debra Williams asked about the comments of Trustees on the agenda. She questioned the “Items for Files” and asked if they could be commented on or questioned. Williams reported on the accomplishments of Southland Voice and Illinois Partners of Hope. She asked about a notice mailed, instead on being placed on the water bill. She reported on the FCHC vaccination shots schedule. She announced the Patriotic Celebration. Trustee Williams commented on the request for salary information for staff that had not been granted. She stated that she would submit a FIOA Request. She clarified the Library’s intent for the use of alcohol at events and that the Cease-and-Desist Order was not warranted. She asked for a legal opinion.

## 9) REPORTS OF COMMITTEES AND COMMISSIONS

- a. Senior Advisory Committee – Chairman Emmett Farmer had no report but made announcements that the Senior Center is open for rentals and the upcoming meeting of that committee.

## 10) PRESENTATION OF RESOLUTIONS AND ORDINANCES

### A. ORDINANCES AND RESOLUTIONS

- 1. An Ordinance Amending Chapter 2, Article IV, Division 7 – Administrator

Trustee Sapp moved, and Trustee Coleman seconded

#### **Discussion**

Trustee Williams questioned Chapter 2: 306 (f) duties of the Administrator. The Trustees should be informed before new hires and the salary of the administrator and staff should be discussed with the Trustees

#### **On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp

NAYS: Trustee Bell, Williams

ABSENT: None

#### **Motion Carried**

- 2. An Ordinance Amending Chapter 2, Article IV, Division 2- Mayor

Trustee Grant moved, and Trustee Sapp seconded

Discussion

Trustee Williams read the sections concerning the approval of the Board that had not occurred.

**On Roll Call**

AYES: Trustees Coleman, Grant, Jasinski, Sapp

NAYS: Trustees Bell, Williams

ABSENT: None

**Motion Carried**

- 3) An Ordinance Repealing Ordinance 19-012 Village Attorney Policy Special Counsel

Trustee Sapp moved, and Trustee Coleman seconded

Trustee Williams asked to consult the Village Attorney concerning what a Special Counsel is used. And was told that they are specific project. That being the case, the question was if the one Counsel would handle all the business of the Village.

**On Roll Call**

AYES: Trustees Coleman, Grant, Jasinski, Sapp

NAYS: Trustees Bell, Williams

ABSENT: None

**Motion Carried**

- 4) An Ordinance Repealing Ordinance 19-010 Legislative Counsel

Trustee Sapp moved, and Trustee Coleman seconded

Discussion

Trustee Williams questioned the need for Legislative Counsel and was told that the counsel was used when the Trustees and the Mayor may have a difference of opinions.

**On Roll Call**

AYES: Trustees Coleman, Grant, Jasinski, Sapp

NAYS: Trustees Bell, Williams

ABSENT: None

**Motion Carried**

- 5) An Ordinance Amending Chapter 2 "Administration" of the Municipal Code "Standing Committees"

Trustee Sapp moved, and Trustee Grant seconded

Questions/Comment

Trustee Williams commented on the disparity of the Public Events Committee and the Community Development Committee roles. She asked to continue as Public Events Committee as an Adhoc Committee without pay. Mayor Burgess countered with why the decision was made

and that he had previously explained the changes. He provided an option to decline acceptance, but there would be no Public Events Committee.

**On Roll Call**

AYES: Trustees Coleman, Grant, Sapp

NAYS: Trustees Williams, Bell, Jasinski

ABSENT: None

Mayor Burgess voted Aye

**Motion Carried**

- 6) An Ordinance Amending a Certain Portion of Chapter 74 “Traffic and Vehicles” of the Municipal Code (Reduces Veteran’s cost to \$10 and eliminates fee for disabled Veterans)

Trustee Jasinski moved, and Trustee Sapp seconded

Comment

Trustee Grant clarified the tenets of the motion

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- 7) A Resolution Authorizing the Entry of an Agreement with Larrell Lee – 4 Seasons Lawn Care (Mowing Vacant Homes)

Trustee Grant moved, and Trustee Coleman seconded

**Comment/Questions**

Trustee Grant asked for clarification of the actual fees and invoices, so the Village is not overcharged.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- 8) A Resolution Honoring the Anniversary of the Emancipation of the last African American slaves and Celebrating “Juneteenth”

Mayor Burgess read a resolution in honor of the said anniversary and proclaiming the Village’s commitment to honor the new Federal Holiday

Trustee Williams moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- 9) A Resolution Honoring and Showing Our Gratitude to Fire and Police Commissioner Linda Ross for her many years of Outstanding Service to the Village of Sauk Village.

Trustee Sapp moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

Mayor Burgess read the resolution, followed by a presentation of a plaque and flowers. The Village Clerk, as directed, provided the signed resolution to Linda Ross.

#### 11. UNFINISHED BUSINESS

None

#### 12. NEW BUSINESS

##### a. FINANCIAL MATTERS

1. Approve Boiler Replacement at Municipal Center with Lear Mechanical and to waive competitive bidding; authorize the Finance Department to remit payment to contractor in the amount of \$93,750.00

Trustee Coleman moved, and Trustee Jasinski seconded

Comments/

The Attorney advised of the need for 2/3 vote

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

2. Approve Emergency demolitions for 1898 Reichert Avenue (PIN: 32-36-106-038-000) amount \$11,200.00; 22491 Yates Avenue (PIN 32-36-111-038-0000) amount \$11,900.00; 22489 Yates Avenue (PIN 32-36-111-039-0000) \$9,870.00; authorize the Finance Department to remit payments to Holland Asphalt Services, Inc. in the total amount \$32,970.00

Trustee Williams moved, and Trustee Sapp seconded

Comments/Question

Trustee Grant asked how it would be funded? The IDA Grant would be the source.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

3. Approve Group Employee Health Insurance Plan with United Health Care beginning July 1, 2021 and the selection of the following coverages:

- UNC's PPO - CORE CF1W W/455X for PPO
- UNC's HMO - NAVIGATE BFC4 W/2VX

Trustee Bell moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

ii. Increase in life Insurance from \$25,000 to \$50,000 for all full-time employers

Trustee Sapp moved, and Trustee Jasinski seconded

Comments/Questions

Trustee Bell inquired about those who are injured or for those who are paid on call. He was told that this issue of for full time members in the contract.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

iii. Approve a Local Government Lease-Purchase Agreement with DeLage Landen Public Finance LLC for \$103,897.00 with periodic monthly payments of \$1,864.59 for 60 months for a 2021 Case Backhoe Loader and authorize the Mayor to sign all lease documents; and authorize the Finance Department to remit periodic payments.

Trustee Williams moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- iv. Approve buyback of vacation time for the following employees: Jeffrey Vehrs, Eric Cook, Allen Vehrs, David Overocker and Michael Eiermann; authorize the Finance Department to remit payments in two separate regular payroll cycles to the individuals, in amounts listed in the communication to the Village Board, to be charged to the appropriate accounts.

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- v. Approve Accounts Payable, Disbursements and Payroll in the combined totals of \$319,054.43 and authorize the Finance Department to remit payments.

Trustee Sapp moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp

NAYS: None

ABSENT: None

Abstention: Trustee Williams

**Motion Carried**

- vi) Approve Attendance and Registration to the Annual Illinois Municipal League Conference for Village Officials and required Department Heads, and the \$300.00 advance per diem for the Mayor, Trustees and Clerk attending the Illinois Municipal League Conference.

Trustee Sapp moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**b. ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- i. Request for Proposals RE: Cleaning Services
- ii. Cease & Desist Order- Liquor Commissioner RE: McConathy Library

Trustee Sapp moved, and Trustee Grant seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**C) ACTION ITEMS:**

1. Approve A Memorandum of Understanding (MOU) between Habitat for Humanity and the Village of Sauk Village; authorize Mayor to sign and execute MOU

Trustee Bell moved, and Trustee Jasinski seconded

Trustee Grant questioned the non-existent Public Relations Commission referenced in the MOU.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

2. Approve waiver of conflict between Corporation Counsel Ancel and Glink and Habitat for Humanity and allow Mayor to acknowledge same.

Trustee Sapp moved, and Trustee Coleman seconded

**Comments/Questions**

Trustee William commented her discomfort and the need for a Special Attorney firm as our current attorney represents both sides

**On Roll Call**

AYES: Trustees Coleman, Grant, Jasinski, Sapp

NAYS: Trustees Bell and Williams

ABSENT: None

**Motion Carried**

**13. Final COMMENTS – Mayor Derrick Burges**

Mayor Burgess asked that residents use the anonymous line to report issues and concern when they witness inappropriate activities. He appealed to residents and Trustees to meet with him to discuss issues and not to grandstand. He discussed the purpose of Board Meetings.

**14. ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn at 8:40 p.m.

Trustee Sapp moved, and Trustee Jasinski seconded. The motion carried unanimously

/s/Mayor Derrick Burges

/s/Village Clerk Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**  
**COMMITTEE OF THE WHOLE MEETING**  
MAYOR AND BOARD OF TRUSTEES OF  
VILLAGE OF SAUK VILLAGE, ILLINOIS  
THE MUNICIPAL CENTER  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS

**JUNE 15, 2021, 7:00 PM**

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**CALL TO ORDER**

1. Mayor Burgess called the Committee of the Whole Meeting to order at 7:01 p.m.
  - Roll CallOn Roll Call: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams.

Others in Attendance: Clerk Campbell-Pruitt, Administrator Wiszowaty, Director Cooper, Director Royster, and Consultant Douglas

**2. CONVENE EXECUTIVE CLOSED SESSION**

Mayor Burgess asked that the Executive Closed Session be moved to the beginning of the meeting. At 7:02 p.m., Trustee Sapp moved, and Trustee Williams seconded. The motion carried by a unanimous roll call vote.

**3. RECONVENE COMMITTEE OF THE WHOLE MEETING**

Mayor Burgess reconvened the meeting at 7:25 p.m. All Trustees were present.

**4. PRESENTATIONS**

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- DARCA/Municipal Collection Services, Inc.

Dan McDonald provided a presentation on the software for a program initially presented as MCI. It is a property management software that would be beneficial to law enforcement. He walked Trustees through a written presentation outlining the benefits of the use of the software program. It is for contract licensing and management of citations given. It aids in control of structures to manage those who have been ticketed. It provides violations access for officers in the field. Software as a Service (SAS) is the concept of the program. The automated system provides greater access to records of offenders.

Mr. McDonald highlighted changes to the judicial system that limits municipalities' ability to manage offender's payment. He covered tenets and cost for a contract



and the timelines for costs increase, along with when and how to include add-ons to the initial contract.

## 5. DISCUSSION

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- **Public Works 2021 Summer Initiatives & Decommissioning Vehicles** – Director Anthony Finch provided a recap of activities for the upcoming two months relative to tree trimming and fire hydrant repair/replacement. He announced and provided justification for equipment to be requested during the budget proceedings. He discussed ten vehicles that are old and in disrepair that needs to be sold. He requested that the funds realized be used to purchase a pick-up truck for public works. He mentioned inability to fully landscape some locations and discussed asphalt or concrete repairs. He recommended to make the current part-time workers full time and hire two new part-time workers.
- Village Administrator Joseph Wiszowaty provided commentary on the following:
  - a. **The Annexation of Land** pertained to the Enbridge annexation from 2019 that previously occurred yet, required paperwork to be completed. This item will be on the next Board Meeting’s agenda for consideration of adoption.
  - b. The history of the resale of property was provided that **necessitates A Resolution Transferring Certain Land Owned and Held by The Municipality for Resale from Tax Increment Financing District III to The Village General Fund**. The auditors recommended that a paper transfer be completed to finalize the transaction. This item will be on the next Board Meeting’s agenda for consideration of adoption
  - c. **FY 2021-22 Salary Ordinance This item was not discussed.**
- Village Clerk Marva Campbell-Pruitt
  - a. Announced the recent Community Partnership meeting and activities planned for the year. The committee asks that the School Board, Library and Municipality sign an agreement to solidify the agreement.
  - b. The Clerk reviewed the Resident Informational Handbook that included the prior recommendation from Trustees. She entertained new recommendations brought that night.

## 6. PUBLIC COMMENT

There was no public comment

## 7. GENERAL COMMENTS BY TRUSTEES AND MAYOR

- Trustee Williams announced and provided logistics for the upcoming Luau and the Vaccinations planned the following day.
- Trustees Coleman announced the responsibilities of the Ordinance Review Committee and invited volunteers to join the committee.

- Trustee Bell appealed for committee volunteers.
- Trustee Sapp appealed for committee volunteers.
- Trustees Grant and Jasinski had no comments

*Mayor Burgess requested that all individuals entering the Municipal Center to wear a mask despite the State's reopening declaration. He announced that the facilities are scheduled*

## **8. ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 9:03 p.m.

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

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**

**Village of Sauk Village**

Board Meeting of the Mayor and corporate Authorities

**21801 Torrence Avenue**

**Sauk Village, Illinois**

**Tuesday, June 22, 2021, 7:00 p.m.**

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

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

**Roll Call:** Present: Trustees: Cooper, Grant, Jasinski, Sapp, and Williams  
Absent: Trustee Bell with notice

**Staff Present:** Administrator Wiszowaty, Chief White, Chief White, Eng. Czarnik, and Atty. Raines

Others in Attendance: Clerk Marva Campbell-Pruitt

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

There was no Executive Closed Session

**3) MOTION TO RECONVENE REGULAR BOARD**

**4) APPROVAL OF MINUTES**

**Approve the Consent Agenda for the Following (*Omnibus vote*):**

- 1) Journal of Proceedings for the Board Meeting of May 25, 2021
- 2) Journal of Proceedings for the Committee Meeting of June 1, 2021

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: Trustee Bell

**Motion Carried**

## 2) PUBLIC COMMENT

- L. Washington brought to the attention of the Board the need to entertain the wellness of the residents. She spoke on squatters and that former Trustee Brewer took care to clean up the list of vacant houses. She spoke of staff's treatment of residents.
- G. Keene, Principal of Bloom Trail announced registration for the school's re-opening and solicited the Village's assistance to announce it.

### Mayor Burgess' Responses

- There is a payment plan for water bill payment
- He would research staff behavior
- Requested literature for the school registration for Bloom Trail

## 3) REPORTS OF OFFICERS

### a) Mayor's Report - Mayor Derrick Burgess

- 1) Announced the start of Budget Reviews. Information was forthcoming

### b) Village Clerk – Marva Campbell-Pruitt

- 1) Announced no meeting the following week because of the holiday
- 2) Announced the enforcement of animal tags and an intended sweep

### c) Corporate Counsel – ShawnTe Raines

- 1) Announced a Settlement Agreement that would come for approval

### d) Village Engineer – Mr. Jim Czarnik

- 1) Provided updates on his firm's projects. The report will be filed with certified minutes

### e) Village Administrator – Joseph Wiszowaty

- 1) Announced discussions to be addressed at the next Committee meeting and items for actions later, on the agenda

### f) Treasurer's Report – Mr. Anthony Finch was not present.

## 4) REPORTS OF DEPARTMENTS

### a) Finance & Administration – Director Michelle Royster was not present.

### b) Fire Department – Fire Chief Stephen Barrett:

- 1) Reported 102 Calls for Service and there were no major incidents.
- 2) Reported on staff graduations, and testing
- 3) Announced the Culver's fundraiser for the Auxiliary and the Golf Outing
- 4) Asked residents not to use fireworks

### c) Police Department - Chief Malcolm White:

- 1) Reported on involvement on the Special Olympics Torch Run and the intended participation for the Cops on Top.
- 2) Reported on the Chat with the Chief, community policing via participation with Ring and Neighbors and a success noted.

3) Reported 425 Calls for Service, and eleven arrests

d) Emergency Management Agency - Director Allen Vavrik was not present.

e) Public Works – Director Anthony Finch was not present.

f) Community Development – Director Antonio Cooper was not present.

**5) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

a) Public Health & Safety - Trustee Gary Bell was not present.

b) Ordinance Review - Trustee Arnold Coleman had no report.

c) Budget, Finance & Audit - Trustee Rodrick R. Grant had no report.

- Commented on the Budget Hearings.

d) Housing and Intergovernmental Relations - Trustee Sherry Jasinski had no report.

e) Public Services - Trustee Larry Sapp had no report.

- Commented on the first committee meeting and solicited volunteers.

f) Community Development - Trustee Debra Williams did not have a report but stated that she was in discovery for the direction of the committee and solicited volunteers.

- Commented on the need to review the ordinance for the use of fireworks
- Commented that information on the Ring App was not on the website and that the site needs to be updated.

**6) REPORTS OF COMMITTEES AND COMMISSIONS**

a) Senior Advisory Committee – Chairman Emmett Farmer was not present.

b) Zoning and Planning Review Commission – Chairman Charles Pondexter was not present.

c) Fire and Police Commission – Commissioner Francine Anderson was not present.

**7) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

a) An Ordinance Annexing Certain Territory to the Village of Sauk Village, Cook County, Illinois, located 21539 Peterson Avenue, Sauk Village, Ill, PIN Number: 32-25-200-005-000

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: Trustee Bell

**Motion Carried**

b) A Resolution Transferring Certain Land Owned and Held by The Municipality for Resale from Tax Increment Financing District III to The Village General Fund (Logistic Center)

Trustee Jasinski moved, and Trustee Sapp seconded.

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: Trustee Bell

**Motion Carried**

**8) UNFINISHED BUSINESS**

**9) NEW BUSINESS**

**a) FINANCIAL MATTERS**

- 1) Approve Accounts Payable, Disbursements and Payroll in the combined totals of and Authorize the Finance Department to Remit Payments. For \$366,841.22

Moved by Trustee Jasinski, and seconded by Trustee Coleman

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: Trustee Bell

**Motion Carried**

**b) PETITIONS, AGREEMENTS AND ACTION ITEMS**

- 1) Direct the Public Works Director to Decommission and Remove Vehicles from the Village's Insurance and to Sell Said Vehicles, with the Funds to be Retained for the Acquisition of a Used Vehicle for the Public Works Department

Moved by Trustee Jasinski, and seconded by Trustee Sapp

**Question**

Would the funds go to a separate fund or General Fund? Response - It should go to a separate fund.

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: Trustee Bell

**Motion Carried**

- 2) Approve the Settlement of Litigation and the Execution of a certain Settlement Agreement in the Case of Samuel Wilson- Plaintiff v. Sauk Village, A Municipal Corporation, Officer Grossman Star 117, A Sauk Village Police Officer, and Kevin Smith, an Officer of the Illinois State Fire Marshal, Case No. 20-CV-1861

Moved by Trustee Jasinski, and seconded by Trustee Williams

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None  
ABSENT: Trustee Bell  
**Motion Carried**

**C) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- 1) Illinois Housing Development Authority RE: APP- Round 5 Commitment

**GENERAL COMMENTS – Mayor Derrick Burgess**

- Fireworks were address and the Mayor announced that there would be patrols

**10) ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 7:50 p.m.

Trustee Williams moved, and Trustee Sapp seconded. A roll call vote was requested, and the motion carried with all Trustees present voting AYE.

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**  
**Village of Sauk Village**  
COMMITTEE OF THE WHOLE MEETING  
The Municipal Center  
21801 Torrence Avenue  
Sauk Village, Illinois

**Tuesday, July 6, 2021**  
**7:00 p.m.**

**CALL TO ORDER**

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

▪ Roll Call

On Roll Call: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams.

Others in Attendance: Clerk Campbell-Pruitt, Administrator Wiszowaty, Director Cooper, Director Royster, and Consultant Douglas

**2. CONVENE EXECUTIVE CLOSED SESSION**

Mayor Burgess asked that the Executive Closed Session be moved to the beginning of the meeting. At 7:02 p.m., Trustee Sapp moved, and Trustee Williams seconded. The motion carried by a unanimous roll call vote.

**3. RECONVENE COMMITTEE OF THE WHOLE MEETING**

Mayor Burgess reconvened the meeting at 7:25 p.m. All Trustees were present.

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**DISCUSSIONS**

Mayor Burgess asked that the agenda be altered in deference to allow Fire Chief Barret's discussion to be moved.

**Fire Chief Stephen Barrett**

○ **Fire Equipment Repairs – Update on Costs and Timeline**

○ Chief Barrett described the items requiring repair on one of the engines as the parts are no longer being made. The cost, \$10,000, would be taken from 1050 Fund from billing for motor vehicle accidents. If approved the following day, repairs would be completed by Thursday to ensure functionality of the equipment. The company is one that repairs and make recommendations for many incidences for repairs. He advised that not all companies have the capabilities to work on apparatuses such as this. He requested approval for immediate repair. A consensus was taken, no one opposed, and the formal vote was to be taken at the next Board Meeting. A contingency



plan was discussed to offset an emergency. This item would be placed on the next Board agenda for adoption.

#### **Village Clerk – Marva Campbell-Pruitt**

- A historical perspective was provided on the desire for Meeting Management Software from I-Compass. It would provide technology for agenda production and meeting materials distribution. It would allow for on-going updates for reports, immediate access to minutes. She cited the lack of capabilities to continue to store paper documents. Included in the need would be the need for tablets for the Mayor and Trustees so that they could utilize documents dropped into the system items from prior to current meetings. The Clerk planned to further discuss the concept and provide budget details at the upcoming Special Budget Meeting and would request funding for both the Meeting Management Software and the purchase of tablets.

#### **Public Works Director – Anthony Finch**

- The director discussed the following items for discussion and approval at the next Board Meeting:
  - 21443 Peterson & 1600 Constance Light Repairs have been ongoing. The estimated cost would be \$17,668, as access to underground is needed. If solar panels are used the cost would be \$5,000. Additional research is required on the brightness of the solar lights.
  - 1831 215<sup>th</sup> sewer repairs would be conducted by Calumet City at a cost of \$23,085. The director spoke of the existing issue with collapsed pipes. This item would be placed on the next Board agenda for consideration for adoption.
  - Replace Four Clocks was estimated at \$14,660. Justification: Some clocks are broken, in the past PW would manually make changes for time changes. Two, are broken and would need to be repaired. The cost for medallions was discussed and the priority of which ones to be corrected. Would save man hours relating to setting. Additional information is required.
  - ITRON Meter Reading was estimated for \$25,340. IT, Gerald Pyke must upgrade the system to read any new operation. Detailed information is forthcoming.
  - Concrete Work- a bid for seventeen locations at a cost of \$24,000. that includes curbs was received. The project may start at the end of August. This item would be placed on the next Board agenda for consideration for adoption.

Questions asked on how these initiatives would be paid. Response- \$100,000.00 would be recommended from the water fund. Approval is required and it would be discussed at the Special Meeting for budget consideration.

Any potential for grievances if any are outsourced. ITRON updates and Honeywell will speak to the Board in August. This would be a temporary fix for the one in the office. No other determinations were made.

#### **Community Development Director – Antonio Cooper**

- Contract Bids for Demolitions had been demolished already. Had previously requested approval. Requested approval for the payment to TK Construction who had completed the work. \$25,000.00 is the cost to be paid. Questions ensued towards the three approved for 37,000.00 and now this one would cost \$25,000. It was stated that this one property would be more expensive because of preservation of the foundation. Seemingly, the initial approval to conduct the work was not granted. Now the ask is for approval to pay. It would be reimbursed through the IDA Grant. The amount would go forth on the Accounts Payable. This item would be placed on the next Board agenda for consideration for adoption.

- Request for Proposals for Sale of Property proposals to be redeveloped. These properties are the ones initially to be donated to the church. And now sold to investors for the following properties.
  - 21754 Peterson Avenue
  - 1600 217<sup>th</sup> Place

**Village Administrator – Joe Wiszowaty & Director Antonio Cooper** addressed the following:

- Acquisition of Properties – South Suburban Land Bank Looking for solutions to mitigate vacate homes in partnership with the SSLB. SSLB will research and vet the properties. There would be no cost to the Village and the Partnership. Two other options are being entertained. Additional information and policies are needed and is forthcoming.
- Redevelopment & Economic Incentive Agreement Dardur Medical Center discussed the agreement and provided justifications and the need for the services. Questions and concerns and justifications were addressed.
  - Valuation of the property. Has been assessed. 240,000.00 with the improvements
  - A line item was created for \$160,000.00. Funds would be sourced by TIF Funds, not the Water fund. Advantageous of looping the water main to improve water on some locations.
  - Property taxes now zero. The project would provide leverage to develop the area.
  - The Village give them the entire lot and can sell it for their profit. It is a TIF 4, Village has control. There are safeguards. A personal letter of guarantee from the Doctor was requested and that the property be returned to the Village if the plans go awry.
  - Once they close on the property, they are committed. If there is a lien once put up for collateral, we would not get the property back.
  - The Board discussed the several previous statements that were changed. There would be property taxes that would produce taxes. The Village could look at thirty to sixty thousand annually.
  - Additional incentives were asked. Responses were provided.

This item would be placed on the next Board agenda for consideration for adoption.

**Village Administrator – Joe Wiszowaty**

- Technical Assistance for DCEO Grant – Robinson Engineering
 

Senator Nick Smith presented a grant for sidewalk repairs for \$750,000 for Orion to Sauk Trail and Carlisle Estates. The ask would be for Robinson Engineers to provide technical assistance, not to exceed \$7,000.00.

A question arose on how the approval of the grant would be different from the other projects for funding for which we have not received the funds. A study to do the streets was already conducted and paid for with no funds received. Reluctance was stated to move forward as assessments were previously approved, and Robinson Engineers conducted the work for which the Village is obligated. Would Robinson Eng. complete the work, wait to get paid, and take until the study is completed. Capital Grants for previous projects did not manifest.

The meeting was recessed by comment consent to entertain a Board member’s request for personal privileges at 8:45 p.m.

The meeting reconvened at 8:51.

The request to place the approval for technical assistance for the grant was granted. This item would be placed on the next Board agenda for consideration for adoption

- CalComm Agreement Renewal introduced a five-year. It was determined that the requested renewal was not in the best interest of the Village. Additional bids were requested. Discussions ensued CalComm did not hold up their bargain. The Village never received a discount as promised. The contract was auto renewable. A request to change the language of the term was made. Negotiate for a lower rate and a Four-year term was recommended, along with a 1% increase. This item would be placed on the next Board agenda for consideration for adoption.
- Block Party Request Proposal was discussed, and new documents were presented for consideration.
  - Developed a policy directive and the Police would sign off. The Policy and Resolution were forthcoming. Cost factors must be included for a permit to ensure proper clean up and sound agreements. It was referred to Committee for further details and recommendations for fee payment of deposits and other considerations. There was unreadiness to vote on the Block Party with policies to be established.

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**PUBLIC COMMENT**

**NO COMMENT**

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**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

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- Trustee Williams provided logistics for 7/22 Blood Drive  
Fire Works were not enforced. Tickets for non-compliance should be addressed
- Trustees Coleman, Jasinski, Bell had no comments.
- Trustee Grant thanked Director Royster and VA Wiszowaty for the Budget. He made an appeal to give resources where needed.
- Trustee Sapp commented that it was a good meeting, and that his Committee Meetings needs to be launched.
- Trustees Bell and Jasinski had no comment.

**Mayor Burgess**

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- Addressed Fireworks. He commended our officers as they were calm during a recent actions where other communities and the state police had to be called to diffuse issues. He reported that the Police confiscated at least \$20,000.00 worth of fireworks in one day.
- 

**RECESS TO EXECUTIVE CLOSED SESSION**

There was no Executive Closed Session

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**ADJOURNMENT**

Trustee Bell moved, and Trustee Coleman seconded. The Motion carried By a Unanimous Vote at 9:43 p.m.

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt, Village Clerk

## **SPECIAL COMMITTEE MEETING**

### **Meeting Notes**

#### **OF THE VILLAGE OF SAUK VILLAGE**

#### **Budget Review Meetings**

Sauk Village Municipal Center

21801 Torrence Avenue

Sauk Village, Illinois

**July 10, 2021**

**9:00 a.m.**

Call to Order – The Honorable Mayor Derrick Burgess provided notice in accordance with the Illinois Open Meetings Act for a Special Meeting to allow Department Heads to discuss their proposed budgetary requests. The meeting was called to order at 9 a.m. In attendance: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams; Adm. Wiszowaty. Others who attended but not for the duration were Chief Barrett, Chief White, Directors: Finch, Royster, Cooper, Vavrik

Note: As requested items were not approved at the time of the meeting and during the meeting, the costs for items were not included in the notes.

#### **I. Budget Presentation and Discussion by Departments for The FY 2021-22 Budget**

- **Public Works Department- Anthony Finch**  
Reviewed the items requested in the hand-out and provided justification for items not included in the proposed budget.
- **Fire Department- Chief Stephen Barrett**  
Reviewed the items requested in the hand-out and provided justification for items not included in the proposed budget.
- **Police Department- Chief Malcolm White**  
Provided an overview of the mission of the unit, a timeline of previous goals and updated accomplishments noted. He reviewed the items requested in the hand-out and provided justification for items not included in the proposed budget.

- Finance & Administration- Michelle Royster  
Reviewed items required to meet the administrative and operational details in the hand-out.
- Community Development Department- Antonio Cooper  
Reviewed the items requested and provided justification.
- Emergency Management Agency- Director Allen Vavrik requested staff.
- Other  
Village Clerk Marva Campbell-Pruitt provided items for the budget consideration for the Administration and for Elected Officials. Items included: A Digital Sign for the front of the Municipal Center, Funding for a new Village Website, Software for remote meetings, and a new Social Email account; Tablets for the Mayor and Trustees; Meeting Management Software; a Budget for Committees; and funds for a Deputy Clerk.

I. Public Comment  
None

II. Adjournment  
The meeting was adjourned at 2:15 p.m. with notice that it could possibly be continued on Wednesday, July 14, 2021, with the time to be established. Details were forthcoming.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

## JOURNAL OF PROCEEDINGS

### Village of Sauk Village

Board Meeting of the Mayor and corporate Authorities

Municipal Center

21801 Torrence Avenue

Sauk Village, Illinois

Tuesday, July 13, 2021, 7:00 p.m.

In-Person

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:00 p.m. in the Municipal Center's Rotunda.

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

**Roll Call:** Present: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams  
Absent: None

**Staff Present:** Administrator Wiszowaty, Chief White, Chief Barrett, Eng. Czarnik, Treasurer and Director, Finch and Director Royster

Others in Attendance: Clerk Marva Campbell-Pruitt

#### 2) MOTION TO RECESS TO EXECUTIVE SESSION

There was no Executive Closed Session

#### 3) MOTION TO RECONVENE REGULAR BOARD

#### 4) APPROVAL OF MINUTES

**Motion to Approve the Consent Agenda for the Following (*Omnibus vote*):**

**Item 4 iii was removed from the Consent Agenda and was not voted upon**

- i) Journal of Proceedings for the Committee Meeting of June 1, 2021
- ii) Journal of Proceedings for the Board Meeting of June 8, 2021

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

iii) Journal of Proceedings for the Committee Meeting of June 15, 2021

This item was not voted upon.

## **5) PUBLIC COMMENT**

No one present provided comment.

## **6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess
  - i) Resolution Honoring the Life of James Slawnikowski – Mayor Burgess read and presented a resolution to the family of the former Trustee. A copy will be placed in the Village's files.
  - ii) Reinstate the Human Relations Commission noted in Chapter 96 Fair Housing 96.7 – Mayor Burgess announced the intent to form the Commission. The Chairman and Commissioners would be brought forth later to be sworn into office.
  - iii) Appointment of a Specific Individual to Fire and Police Commissioner
    1. Mayor Burgess announced the resignation of a commissioner. He announced his appointment of Beth Zupon. The Village Clerk sworn into office, Elizabeth Zupon to the office.
- b. Village Clerk – Marva Campbell-Pruitt announce unrest by “Council Wars” relative to agenda items placed by another at the last minute. The strife is that agendas are not consistent as the Village Administrator has attempted to operate outside of OMA, Parliamentary Procedures and the Village's operating procedures. The language pertaining to waiving the bid process in the newly presented agenda was not discussed or settled. She advised that the duties of the Clerk's office were being usurped.
  - i) She discussed movement of tables and chairs in the Rotunda and requested that all follow the procedures for hosting a meeting.
  - ii) The approaching deadline for Village Licenses was announced.
  - iii) The Jazz Fundraising Bruch was rescheduled, and she announced the next meeting.
- c. Corporate Counsel – ShawnTe Raines was not present.
- d. Village Engineer – Mr. Jim Czarnik – Read a written report providing updates on all projects in motion. The written report will be filed.
- e. Village Administrator – Joseph Wiszowaty – had no written report. He read the motions to be voted upon for consideration; he announced three additional vehicles set to be decommissioned; and spoke on the upcoming budget meeting. A Trustee questioned the appropriateness to vote to waive the bid process without discussion. A justification was made.
- f. Treasurer's Report – Mr. Anthony Finch read a report of funds available and restricted funds.

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster recommended the adoption of a motion to approve Payroll (\$169,426.16) and Accounts Payable (\$181,870.01)
- b. Fire Department – Fire Chief Stephen Barrett reported
  - i) Calls for Service – 118 and no major incidents.
  - ii) The Culver’s fundraiser netted \$1,300 to support the Fireman’s Auxiliary.
  - iii) The new date for the Golf Outing was July 25<sup>th</sup>.
- c. Police Department - Chief Malcolm White reported
  - i) Calls for Service- 633 and Arrest- 22
  - ii) The Annual Night Out would be August 3, from 5:00 p.m. to 9:00 p.m.
  - iii) Chat with the Chef was scheduled for that Thursday
  - iv) Cop on Top would occur on August 20<sup>th</sup> at 5:00 a.m. at the Dunkin Donuts on I-394
- d. Emergency Management Agency - Director Allen Vavrik was not present.
  - i) Public Works – Director Anthony Finch provided updates on past projects and intended projects planned for completion. He reported that the trees project would be delayed because of asphalt work being completed.
- e. Community Development – Director Antonio Cooper was not present. It will be filed with the minutes.

**8) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell sought members for the committee.
- b. Ordinance Review - Trustee Arnold Coleman announced one of two possible meeting dates.
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant announced Part II of the budget review meeting scheduled for the next day.
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski sought volunteers.
- e. Public Services - Trustee Larry Sapp announced that there was an attempt to sync the Standing Committee meeting dates. He announced his desire to resolve issues prior to them being addressed in public.
- f. Community Development - Trustee Debra Williams is deciding how the committee would function. She would plan a meeting afterwards. She saluted the former Trustee and the resolution presented to the family. She asked that new signs be ordered for parking in the Village on Garbage pickup. Trustee Williams asked for an update on the street signs approved for former officials. She announced the upcoming Blood Drive. Trustee Williams announced that Council Wars were long-standing, yet they should be resolved in the back office. She announced that the Village Administrator and the Mayor asked that she restate the re-wording of ordinances to be presented later during the meeting, and her opinion of revised agenda items removed from her mailbox.

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the Membership Drive, Breakfast Bingo, a Health Fair, and the upcoming Game Night.
- b. Fire and Police Commission – Chairman Francine Anderson acknowledged the retirement of the former Commissioner Ross, the resignation of RaDonna Brown, and welcomed the new Commissioner. She provided an update from the meeting of June 29<sup>th</sup> and the appointed officer.



- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

#### 10) PRESENTATION OF ORDINANCES AND RESOLUTIONS

- a. Resolution to Approve a Block Party Policy

Trustee Jasinski moved, and Trustee Bell seconded a motion to approve said resolution upon a roll call vote the following voted:

AYE: Bell, Coleman, Grant, Jasinski, Sapp and Williams

NAY: None

Absent:None

Motion Carried

#### 11) UNFINISHED BUSINESS

- a. Motion to Draft a Certified Letter Acknowledging No Title for the following Automobiles and Decommission/ Remove Vehicles from the Village's Insurance, and to Sell Said Vehicles.  
Trustee Williams asked to amend the motion in accordance with that presented by the Village Administrator. The Clerk advised that the motion was not on the floor as the request was presented prior to the Mayor's completion of the motion and there was no motion or a second made. After clarification, the amended motion was withdrawn and restated after proper protocol was followed

Trustee Williams moved, and Trustee Sapp second, a motion to amend, approve and to direct the Public Works Director to decommission and remove the following vehicles from the Village's Insurance and to sell said vehicles, the funds to be retained for the acquisition of a used vehicle for Public Works; and authorizing the Mayor to sign a letter stating that the titles cannot be found:

- 2006 Ford Expedition -1FMPU16566LA85344
- 1999 Ford Expedition- FMPU18L7XLB52322
- 2014 For Explorer- 1FM5K8AR2EGA650151

##### **On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

The Clerk referred the Mayor and Trustees to reference Robert's Rule of Parliamentary Procedures for future amendments. Unrest and discourse ensued.

**NEW BUSINESS**

**A. Financial Matters**

- a. Approve Accounts Payable, Disbursements, and Payroll in the combined total of \$351,296.67, and Authorize the Finance Department to Remit Payments

Trustee Bell moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

**B. PETITIONS, AGREEMENTS, AND ACTION ITEMS**

- a. **MOTION TO Approve the Consent Agenda for the Following (*Omnibus vote*):**  
**The Consent Agenda was not accepted, all items were brought individually and corresponded with the original agenda and not the revised one.**
  
- i) Approve and Authorize Robinson Engineering to Provide Technical Assistance for a DCEO Grant for sidewalks at a rate not to exceed \$7,000.00

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- ii) Approve Fire Equipment Repairs for \$10,870.00 utilizing the Water Department's 1050 Account.  
Trustee Williams moved and Trustee Sapp seconded a motion to approve and amend the motion as stated on the agenda authorize repairs to Fire Pumper #5110 by R&R Maintenance of Glenwood, Illinois and to authorize and direct the Finance Department to remit payment in the amount \$10,870.00 and to expense the repairs to the Fire Department's 1050 Billing.

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- iii) Approve the Waiver for Competitive Bidding and approve authorized Concrete Work at seventeen locations for \$23,921.00 to be charged to the Water Department Account.

Trustee Sapp moved, and Trustee Bell seconded

Trustee Grant corrected the amount by adding sixty cents. No amendment was made. The motion stayed.

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- iv) Approve the waiver for competitive bidding and approve sewer repairs at the 1800 block 215<sup>th</sup> Place by Calumet City Plumbing of Calumet City, Illinois and authorize the Finance Department to remit payment of \$23,085.

Trustee Jasinski moved, and Trustee Coleman seconded

A Trustee asked that funds to be paid have follow up to make certain the funds are remitted from the correct account.

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- v) Approve the Payment to TK Construction for \$25,000.00 for Previously Completed Property Demolitions

Trustee Grant moved, and Trustee Bell seconded

The motion was rescinded, and another was presented to include the revised one presented by the Village Administrator.

Trustee Williams moved and Trustee Sapp seconded a motion to approve and amend the motion as stated on the agenda authorize repairs to Fire Pumper #5110 by R&R Maintenance of Glenwood, Illinois and to authorize and direct the Finance Department to remit payment in the amount \$10,870.00 and to expense the repairs to the Fire Department's 1050 Billing.

Trustee Williams, and seconded by Trustee Sapp

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- vi) Approve Issuance of Request for Proposals for Sale of Property to be redeveloped.
  - a. 21754 Peterson Avenue
  - b. 1600 217<sup>th</sup> Place

Trustee Jasinski moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- vii) Authorize the posting of the Proposed FY2021-2022 Budget and authorize the publication of the legal notice for a Public Hearing to take place on July 27, 2021, at 6:00 p.m.

Trustee Sapp moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

**12) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- a. Resignation RE: Fire and Police Commissioner

**13) GENERAL COMMENTS – Mayor Derrick Burgess**

- a. Fireworks had varying opinions. Some enjoyed them, others did not. The mayor opted to follow the state law.
- b. Apologized that the display and unreadiness shown.

**14) ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:40 p.m.

Trustee Williams moved, and Trustee Bell seconded. A roll call vote was requested, and the motion carried with all Trustees present voting AYE.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

7-13-21

**Village of Sauk Village**  
Committee of the Whole  
Village Board of Trustees  
**Tuesday, July 20, 2021, 7:00 p.m.**  
**In-Person**  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

**CALL TO ORDER**

Mayor Burgess called the Committee of the Whole Meeting to order at 7:10 p.m.

- **Roll Call**

On Roll Call: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

Absent: None

Others in Attendance: Clerk Campbell-Pruitt, Administrator Wiszowaty, Director Cooper Director Royster, and Consultant Douglas

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**CONVENE EXECUTIVE CLOSED SESSION**

There was not meeting

**RECONVENE COMMITTEE OF THE WHOLE MEETING**

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**DISCUSSIONS**

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Director Wiszowaty provided a brief overall of the following items, and where needed he provided responses to questions/comments or justification. The discussions and comments did not necessarily flow in conjunction with the agenda items.

- A. Resolution Approving an Amendment to the Program Funding Agreement Dated August 30, 2019, relating to an Award of Funds from the Illinois Abandoned Residential Property Municipal Relief Program Phase 4. Resolution was mentioned and determined that the item would be placed on the upcoming Board agenda.
- B. An Ordinance Rescinding Ordinance Number 20-011 Declaring a Village-wide Hiring Freeze and Ordinance Number 20-012 Declaring a Village-wide Spending Freeze. It was stated that both were put in place because of lack of revenue from the pandemic. Trustees spoke of unapproved spending and asked to be informed when new hires and those fired.

Director Wiszowaty spoke to the need for reports on revenue and collections should be made monthly. Trustees asked that residents be provided first opportunity for hiring. The Atty. Would be asked to draft the amended ordinances.

- C) Hiring a Part-time Custodian/Janitor – It was advised that only one bid had been received for the RFP. Hiring a part-time custodian would allow greater control. The position would be located with Public Works. Considering that the Bid is out, the opening of the Bid would take place.
- D) Update Dardur Medical Group, Inc. Development - The Atty and Director were reviewing the agreement to ensure all safeguards are in place. Outcomes will be shared before action on this item.
- E) Salary Ordinance- The ordinance is straight-forward. It does not cover collective bargaining staff. The Grant Facilitator position and the Deputy Clerk’s position came up. The Salary Ordinance item would be placed on the upcoming Board agenda for consideration.
- F) Budget Appropriations Ordinance - would be placed on the upcoming Board agenda.
- G) Class 8 Resolution for Mark Allen, presented in 2019, now for the business, Hidden Gem - the item would be placed on the upcoming Board agenda for consideration.
- H) CalComm Renewal- Termination must take place six months before contract end, there are no provisions for a four-year contract. Considering them making a 4% concession for radios, netting \$34,000, the item would be placed on the upcoming Board agenda for consideration.

Finance Director Michell Royster

- FY2021-2022 Budget Recap and Wrap-up – Director Royster provided the recap by highlighting increases and the degree in which they impacted. She responded to queries on the Line of Credit and the Water Fund.  
Items to be added to the Budget included: The Deputy Clerk Position for \$8,000. and ITRON for \$25,000.  
The requesting budget would be in the black for \$71,704.00. She announced the Public Hearing and intended vote at the Board meeting of July 27, 2021.

Public Works Director Anthony Finch

- Request for Proposal- Re-roof of the Pump House, 22525 Sauk Trail – Director Finch announced receiving two bids due on August 9, 2021.
- Repaving and Street Repairs (D. Anderson Paving – Director Finch asked to waive competitive bidding as part of the funds are not from MFT. He asked that they be paid from the Water Fund.

Trustee Larry Sapp

- Temporary Speed Bump Deployment – Trustee Sapp provided an overview of the speed laws abuse. He requested approval of forty requisitions for twenty signs for speed bumps to cover twenty streets. A decision on the locations would be mutually decided. Trustees expressed that Public Works, and the Police should decide.

**PUBLIC COMMENT**

- 
- L. Washington asked Trustees to speak into the mic and remove masks when speaking. She was happy about the speed bumps.
-

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

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- Trustee Grant stated the need to finalize the budget and to make certain that the revenue is correct. He requested budget reviews.
- Trustee Bell sought volunteers and stated that the salaries were steep.
- Trustee Coleman announced a meeting for July 26<sup>th</sup> or August 2, 2021, for the Ordinance Review Committee.
- Trustee Williams announced the Blood Drive. She suggested more frequent budget reviews, more updates from the Police Department and their activities.
- Trustee Sapp stated that the business of the Village and needs of residents must be priorities. Services must be provided.
- Trustee Jasinski sought volunteers and made a statement in favor of the speed bumps.
- Mayor Burgess- provided an update on the past Saturday's shooting incident. He announced a Hearing of the Liquor License Commission to discuss issues with Black Salt.

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## **ADJOURNMENT**

Having exhausted the agenda items and discussions, Mayor Burgess called for a motion to adjourn at 9:05 p.m. Trustee Williams moved, and Trustee Sapp seconded. The motion carried unanimously by voice vote.

/s/Mayor Derrick Burgess

/s/Village Clerk Marva Campbell-Pruitt

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**JOURNAL OF PROCEEDINGS OF THE  
SPECIAL MEETING  
BOARD MEETING OF THE CORPORATE AUTHORITIES  
MUNICIPAL BUILDING  
21801 TORRENCE AVENUE, SAUK VILLAGE, ILLINOIS  
Tuesday, July 20, 2021, 6:00 P.M.**

**1. CALL TO ORDER The Honorable Mayor Derrick Burgess**

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.

The Honorable Mayor Derrick Burgess called the Special Board meeting to order at 6:15 p.m.

**2. ROLL CALL**

Present: Trustee Bell, Coleman, Grant, Sapp, and Williams

Absent: Trustee Jasinski with notice.

**3. DISCUSSION AND CONSIDERATION OF AN AGREEMENT BETWEEN THE VILLAGE OF SAUK VILLAGE AND PR POP-UPS, LLC**

Trustee Sapp and Administrator Wiszowaty presented. They shared that they had met with the producer (Rita) to discuss a proposition to host a concert on the grounds of the Municipality on August 28<sup>th</sup>. The details of the contract were presented with an anticipated crowd of 500-1,000 guests.

Vendors would be engaged with the Village to receive 80% of their entry fees. The Village would grant a liquor license.

It is anticipated that this would be a break-even event.

Questions, comments, and subsequent discussions ensued.

- Is there a P.R. strategy? How would the event be promoted with hopes of reaching residents?
  - It was anticipated that there would be 10% Village residents.
  - The company is well conducted with news and radio outlets to promote the event.
- There is no on-going obligation for future contracts with the company
- The Village would note income through sponsorships, donations and vendor applications.
- Participant parking was a concern. It would be researched and follow-up on recommendations would be forthcoming. It was later determined that there would be VIP parking would be provided on the Municipality's grounds. The police and EMA would be tasked to work through the parking logistics.



- Indemnification and Insurance- there would be no rain dates. The artist would perform regardless of the weather. There would be a Dram Shop agreement engaged.
- The company has a security crew, but Chief White will vet the company's staff.
- Budgeting Process – Police, Fire, ESDA personnel's salary would require budgeting.
- Seating would be provided for VIP. Others would bring chairs.
- The artist(s) have yet to be identified.

4. **MOTION TO APPROVE AGREEMENT BETWEEN THE VILLAGE OF SAUK VILLAGE AND PR POP-UPS LLC FOR \$39,400.**

Trustee Coleman moved and Trustee Jasinski seconded.

On Roll Call

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp and Williams

NAYS: None

Motion Carried

5. **PUBLIC COMMENT**

NONE

6. **Adjournment**

Hearing no further questions Mayor Burgess called for a motion to adjourn at 7:03 p.m.

Trustee Bell moved, and Trustee Williams seconded. The motion carried by a unanimous roll call vote.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt,  
Village Clerk

## JOURNAL OF PROCEEDINGS

### Village of Sauk Village

Board Meeting of the Mayor and Corporate Authorities

Municipal Center

**21801 Torrence Avenue**

**Sauk Village, Illinois**

**Tuesday, July 27, 2021, 7:00 p.m.**

- CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7 p.m.
- Pledge of Allegiance:** Mayor Derrick Burgess led the constituency in reciting the Pledge of Allegiance
- Roll Call:** Present: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams
- Staff Present:** Administrator Wiszowaty, Chief White; Chief Barrett; Director Royster, Eng. Czarnik; Attorney Raines; and Director Finch
- 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**

#### **4) APPROVAL OF MINUTES**

**Motion to Approve the Consent Agenda for the Following (*Omnibus vote*):**

**The Consent Agenda was not called, and items were voted on individually**

- Journal of Proceedings for the Committee Meeting of June 15, 2021

Trustee Coleman moved, and Trustee Jasinski seconded

#### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- Journal of Proceedings for Board Meeting of June 22, 2021

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- Journal of Proceedings for Committee Meeting of July 6, 2021

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**5) PUBLIC COMMENT**

- S. LaRock distributed a document and commented an inaccuracy of minutes for June 8<sup>th</sup> and June 15<sup>th</sup> that had been approved.
  - Mayor Burgess responded that the items would be corrected, but as they were comments, he could not answer. They Attorney advised that the minutes could be corrected at a subsequent meeting. The Village Clerk responded to the concern for the June 15<sup>th</sup> minutes that were on the agenda but did not go to vote for adoption.

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess reported on the following:
  - The possibility of retreating to Phase IV or III of the COVID Pandemic mitigation because of the increase of the number of COVID cases.
  - The promotion of someone resulting in him leaving service to the Village.
- b. Village Clerk – Marva Campbell-Pruitt reported that there would be no meeting on August 3rd and that the Jazz event would not occur.
- c. Corporate Counsel – ShawnTe Raines had no report.
- d. Village Engineer – Mr. Jim Czarnik provided an update on projects and their timelines and phases. The report will be filed with the certified minutes. He announced that he had worked with Robinson Engineers for sixteen years and that he would be leaving the company. He thanked the Boards, administration and residents for their support. He introduced Jennifer Prinz and Melanie Arnold who will serve the Village.
- e. Village Administrator – Joseph Wiszowaty announced that a transition meeting had occurred with Robinson Engineering; a Press Conference on the Invest with Cook grant that Mayor Burgess would attend; and a proposed agreement for a 400,000 sq ft manufacturing plant to be located in the Village.

f. Treasurer's Report – Mr. Anthony Finch provided a Budget Revenue Summary report and read the Cash Balances as follows:

- Available Cash for Operations - \$3,511,620 and Restricted Funds of \$1,358,148

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster requested approval of total disbursements for \$609,759.75 that encompassed Pay Roll for \$151,427.27 and Accounts Payable for \$458,332.48
- b. Fire Department – Fire Chief Stephen Barrett reported on:
  - Calls for Service – 108
  - There was a structural fire on Reichert that is under investigation
  - The success of the Golf Outing
- c. Police Department - Chief Malcolm White reported:
  - Calls for Service – 430 Arrests - 11
  - The National Night Out Against Crime event's scheduled planned for August 6th
- d. Emergency Management Agency - Director Allen Vavrik was not present but provided a report to be filed with the certified minutes.
- e. Public Works – Director Anthony Finch reported:
  - Provided updates on projects and timelines for upcoming activities to be performed by the department.
  - Announced that water would be off the next day to allow for work on fire hydrants.
  - Habitat for Humanities would assist with grass cutting for abandoned houses
  - Speed Bumps locations required solidification
  - One bid was received for a culvert repair.
- f. Community Development – Director Antonio Cooper was not present but provided a report to be filed with the certified minutes.

## **8) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell solicited volunteers.
- b. Ordinance Review - Trustee Arnold Coleman announced the August 2<sup>nd</sup> meeting.
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant announced the August 9<sup>th</sup> meeting.
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski sought volunteers
- e. Public Services - Trustee Larry Sapp Announced the August 2<sup>nd</sup> meeting; a community chat and that he was working with the Public Works department to identify speed bump locations.
- f. Community Development - Trustee Debra Williams had no date for a meeting.
  - She made the following comments:
    1. When would Dardur return to the table; thanked volunteers who served for the Blood Drive; and announced the Library's Back to School Event.

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

- a. Senior Advisory Committee – Chairman Emmett Farmer was not present.
- b. Fire and Police Commission – Chairman Francine Anderson was not present.
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

## 10) PRESENTATION OF ORDINANCES AND RESOLUTIONS

### A. MOTION TO Approve the Consent Agenda for the Following: (*Omnibus vote*)

**All items were removed from the Consent Agenda and were voted on separately.**

1. An Ordinance Approving the Annual Budget and making Appropriations for all Corporate Purposes for the Village of Sauk Village, Cook County, Illinois for the May 1, 2021, to April 30, 2022, Fiscal Year.

Trustee Jasinski moved, and Trustee Sapp seconded

#### Questions/Comments

- If dollar amounts should be included. The Mayor responded yes and provided the following:
  - a. Revenue - \$22,691,952.29
  - b. Expenses - 22,851607.71
  - c. Net surplus of \$159,655.51
  
- There were unanswered questions as there was little time for review. Concerns expressed:
  - Discrepancies between salaries for custodians and other employees
  - Community Development salaries were inconsistent, and a grant facilitator does not add up as indicated in the salary ordinance
  - Public Works final salaries
  - Items were left out of the budget that were discussed
  - Salaries were added without an ordinance
  
- Requested monthly or quarterly discussions of the budget
- The uncertainty of the COVID and its impact on revenue was discussed
- Special meetings were conducted thus there was no rushing. Action must be taken.
- Mayor Burgess clarified that a budget is a blueprint, but it is not a guaranteed. The adoption of the budget is needed, it can be adopted or postponed; and the budget is subject to amendment according to the actual revenue and expenses.

#### **On Roll Call**

AYES: Trustees: Coleman, Grant, Sapp – Mayor Burgess voted aye to break the tie.

NAYS: Trustees: Williams, Jasinski, Bell

ABSENT: None

#### **Motion Carried**

2. An Ordinance Establishing the Salaries and Other Fringe Benefits of Appointed Officials, Supervisory Personnel, and other Full-Time and Part-Time Employees not covered by a Collective Bargaining Agreement for the Village of Sauk Village, Cook County, Illinois for the May 1, 2021, to April 30, 2022, Fiscal Year.

Trustee Sapp moved, and Trustee Grant seconded

## Questions/Comments

There is a discrepancy between reports approved during budget review and what is listed in the ordinance; Examples cited included:

### Fringe benefits

- Code Enforcer was not listed, and the dollars do not add up. It was clarified that the ordinance does not cover employees covered by a Collective Bargaining Agreement.

The commanders' positions in the Union were questioned and responded to accordingly.

### **On Roll Call**

AYES: Trustees Coleman, Grant, Sapp,

NAYS: Williams, Bell, Jasinski

ABSENT: None

### **Motion Carried**

3. An Ordinance Rescinding Ordinance Number 20-011 Declaring a Village-wide Hiring Freeze and Ordinance Number 20-012 Declaring a Village-wide Spending Freeze

Trustee Jasinski moved, and Trustee Grant seconded

### Question/Comment

The two items should have been adopted separately.

Trustees need to know who and when they are approved.

### **On Roll Call**

AYES: Trustees Coleman, Grant, Sapp, Williams

NAYS: Bell, Jasinski,

ABSENT: None

### **Motion Carried**

4. A Resolution Approving Renewal of An Intergovernmental Agreement between the Village of Sauk Village and the Village of Calumet Park, through its 9-1-1 Facility CalComm May 1, 2021, to April 30, 2026

Trustee Jasinski moved, and Trustee Bell seconded

### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

### **Motion Carried**

5. Resolution Supporting, Approving and Consenting to an Application by Mark Allen for a Class 8 Designation at 2480 E. Sauk Tail Road

Trustee Jasinski moved, and Trustee Coleman seconded

Question/ Comment

There was no document for timelines, taxes paid, inspections and permits issued, resulting in lack of payment to the Village since 2019. Mayor Burgess would send the follow-up details.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

6. Resolution Approving an Amendment to the Program Funding Agreement Dated August 30, 2019, relating to an Award of Funds from the Illinois Abandoned Residential Property Municipal Relief Program Phase 4

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**11. UNFINISHED BUSINESS**

**NONE**

**12. NEW BUSINESS**

**A. FINANCIAL MATTERS**

1. Approve Accounts Payable, Disbursements, and Payroll in the combined total of \$609,759.75 and Authorize the Finance Department to Remit Payments

Trustee moved, and Trustee seconded

## Questions/Comments

The Accounts Payable needed to be amended to deduct IML registration fees for one Trustee. The payment would be corrected.

### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

## **B. PETITIONS, AGREEMENTS, AND ACTION ITEMS**

### **a. MOTION TO Approve the Consent Agenda for the Following (*Omnibus vote*):**

**All items were removed from the Consent Agenda and were voted on separately.**

- I. Motion to Approve Requests for Proposals for Reroofing the Pump House Located 2225 Sauk Trail Road

Trustee Williams moved, and Trustee Jasinski seconded

### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- II. Motion to Approve the Placement of and Provide Authorization to Install Temporary Speed Bumps at Locations to be Determined.

Trustee Sapp moved, and Trustee Jasinski seconded

### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- III. Motion to Waive Competitive Bidding, Approve and Authorize Street Repairs in the 21700 and 21800 block of Merrill Avenue by D. Anderson Paving (Proposal C202140) and to



Authorize the Finance Department to Remit Payment in the Amount of \$22,500.00 and Charge to the Water Department Account.

Trustee Bell moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- IV. Motion to Approve and Authorize Street Repairs in the 21800 Block of Clyde Avenue by D. Anderson Paving (Proposal C202141) and to Authorize the Finance Department to Remit Payment in the Amount of \$10,500.00 and Charge to the Water Department Account.

Trustee Jasinski moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- V. Motion to Waive Competitive Bidding, Approve and Authorize Street Repairs From 22100 Clyde and 222<sup>nd</sup> Place by D. Anderson Paving (Proposal 202143) and to Authorize the Finance Department to Remit Payment in the Amount of \$36,500.00 and Charge to the Water Department

Trustee Sapp moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**13. ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- a. Cease & Desist Order RE: Ky's Boutique/ Toni Mickey
- b. Cease & Desist/Suspension RE: Black Salt Inc.

- c. Briefing Memorandum RE: CalComm
- d. Briefing Memorandum RE: 2480 E. Sauk Trail Rd.
- e. Treasurer Report RE: Cash Balances

**14. GENERAL COMMENTS – Mayor Derrick Burgess**

Mayor Burgess mentioned the purpose and process of the Consent Agenda option and that he would ask Trustee agreement for the Consent Agenda at future Committee Meetings

When information is not provided as requested, Mayor Burgess asked that he be notified in advance of a meeting.

**15. ADJOURNMENT**

Having completed all agenda items, Mayor Burgess called for a motion to adjourn at 8:25 p.m. Trustee Williams moved, and Trustee Sapp seconded. The motion carried by common consent.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt

**JOURNAL OF PROCEEDINGS**  
**PUBLIC HEARING FOR**  
*Proposed Budget and Appropriations for Fiscal Year 2021-2022*  
THE SAUK VILLAGE CORPORATE AUTHORITIES  
**MUNICIPAL BUILDING**  
**21801 TORRENCE AVENUE, SAUK VILLAGE, ILLINOIS**  
**Tuesday, July 27, 2021, 6:00 P.M.**

**1. CALL TO ORDER**

Mayor Derrick Burgess called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

**Present:** Trustees Bell, Coleman, Grant, and Williams

**Absent:** Trustee Jasinski, Sapp

**3. PUBLIC COMMENT**

No one stood to make a comment

**4. LEGAL NOTICE FOR HEARING**

*Mayor Burgess read a legal notice for the public hearing on the proposed budget and appropriations for fiscal year 2021-2022. It was also acknowledged that said budget is subject to revision, without notice or further hearing, up until its approval, which is expected at the July 27, 2021, regular meeting of the Village Board immediately after.*

***The Hearing***

Finance Director Michelle Royster provided reports and reviewed the proposed Expenses Budgeted and Appropriated, and the anticipated Revenue according to each fund. There was discussion and recommended corrections

At the conclusion, it was determined that the following would constitute the appropriations to be considered for adoption at the following Board meeting:

Revenue: \$22,851,607.81

Expenses: \$22,691,906.90

Surplus: \$168,700.91

**5. PUBLIC COMMENT**

No one stood to make a comment

**6. Adjournment**

Hearing no further discussion or comment, Mayor Burgess called for a motion to adjourn at 6:22 p.m. Trustee Coleman moved, and Trustee Bell seconded. The motion carried by common consent.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**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 10, 2021, 7:00 p.m.**

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

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

**Roll Call:** Present: Trustees: Bell, Coleman, Grant, Jasinski, and Sapp  
Absent: Trustee Williams (with notice)

**Staff Present:** Administrator Wiszowaty, Chief White; Chief Barrett; Director Royster, Eng. Melanie Arnold; Attorney Raines; Director Vavrik and Director Finch

Others in Attendance: Clerk Marva Campbell-Pruitt

**2) 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)

**3) MOTION TO RECONVENE REGULAR BOARD**

**4) APPROVAL OF MINUTES**

**Motion to Approve the Consent Agenda for the Following (*Omnibus vote*):**

**All minutes were tabled pending feedback from the Trustees**

- i. Journal of Proceedings for the Special Meeting of June 10, 2021
- ii. Journal of Proceedings for Board Meeting of July 13, 2021
- iii. Journal of Proceedings for the Special Meeting of July 20, 2021
- iv. Journal of Proceedings for Committee Meeting of July 20, 2021
- v. Journal of Proceedings Special Meeting, Budget Appropriations Hearing of July 27, 2021

## 5) PUBLIC COMMENT

- C. Boetcher commented on the positive changes noted in the Village; mentioned that the Corn and Dog Roast is listed on the same day as the Concert; and concerns for safety issues at the concert.
  - Mayor Burgess clarified that the date noted in the water bill for the Corn and Dog Roast was in error, and that another date would be established and published. There will be security and efforts to conduct a concert without incidents.
- Mr. Berringer spoke on a project to occur in Chicago Heights in order to coordinate with other communities to improve water resources.
  - Mayor Burgess indicated the likelihood of a formal presentation at a Committee Meeting.

## 6) REPORTS OF OFFICERS

- a. Mayor's Report
  - i. Mayor Burgess opened a bid for the Pump House Roof Replacement
    - 1. Crown Three Development presented a bid with a bond for \$20,000.00, the bid was for \$31,989.00
  - ii. Mayor Burgess read a Resolution Honoring Centenarian Inell Neal
  - iii. Mayor Burgess commented on the need for all to be vaccinated, and the newly discovered new strains
- b. Village Clerk – Marva Campbell-Pruitt reported the following:
  - 1. Commented on the ordinance establishing timelines for minutes and responses of such minutes. The six sets of minutes presented were in accordance with the needed deadlines. She requested that Trustees provide notice when minutes were problematic and required corrections before the Tuesday meeting. She stated that the Village is not
  - 2. Announced the Community Partnership meeting planned for Thursday.
- c. Corporate Counsel – Atty. ShawnTe Raines had no report.
- d. Village Engineer – Melanie Arnold presented items the planned call for bids and asked for a legal posting for a bid opening for September 7<sup>th</sup>. She provided updates on projects in operation; she asked for payment for Iroquois Pavement; and announced a grant awarded to the Village for \$100,000 for Invest in Cook Grant with the needed subsequent activities
- e. Village Administrator – Joseph Wiszowaty announced:
  - i. Roadwork being started
  - ii. Curb projects completed
  - iii. Asphalt work
  - iv. Habitat for Humanities work efforts to clean-up certain areas
  - v. Project proposal for a manufacturing company
  - vi. COVID mitigation efforts to be conducted throughout the Village properties.
- f. The Treasurer's Report was read by Administrator Wiszowaty.

## 7) REPORTS OF DEPARTMENTS

- a. Finance & Administration – Director Michelle Royster requested approval of disbursements for \$638,671.27 inclusive of:
  - i. Payroll for \$149,380.25 and Accounts Payable for \$489,381.02
- b. Fire Department – Fire Chief Stephen Barrett reported:

- i. Calls for Service – 75 No major incidents
  - ii. Fire Station is a Cooling Center
  - iii. Hiring of fire officers for “paid on call” positions
- c. Police Department - Chief Malcolm White reported:
  - i. Calls for Service - 414 Arrests – 17
  - ii. Expressed gratitude for all involved who assisted with the National Night Out event, and donations were made for the Shop with a Cop.
- d. Emergency Management Agency - Director Allen Vavrik reported on notifications of the severe weather and heat advisory warnings.
- e. Public Works – Director Anthony Finch
- f. Community Development – Director Antonio Cooper

**8) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell announced the Alzheimer’s resources placed on the website, and
- b. Ordinance Review - Trustee Arnold Coleman held the first meeting on August 2<sup>nd</sup> and the proposed efforts to amend water and sewer rates.
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant reported the need to reschedule the planned meeting and intends to review the Finance Policy and Procedures Manual. He commented on why he requested the tabling of minutes and his intent to be more diligent in reading, and possible solutions going forth. He asked Trustees to be diligent in provided commentary.
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski continues to seek volunteers.
- e. Public Services - Trustee Larry Sapp spoke on the minutes and promised to be more diligent. Sought feedback on where the speed bumps should be installed. He spoke of the measures taken to ensure a quality concert.
- f. Community Development - Trustee Debra Williams was not present

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the next meeting; the membership drive and the game night; and the planned Casino Trip.
- b. Fire and Police Commission – Chairman Francine Anderson was not present.
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

**10) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

**11) UNFINISHED BUSINESS**

**NONE**

## 12) NEW BUSINESS

### A. FINANCIAL MATTERS

- i. Motion to Approve Accounts Payable, Disbursements, and Payroll in the combined total of 638,671.27 and Authorize the Finance Department to Remit Payments

Trustee Sapp moved, and Trustee Coleman seconded

#### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp

NAYS: None

ABSENT: Trustee Williams

#### **Motion Carried**

- ii. Motion to approve a payment to Iroquois Paving Corporation in the amount of \$221,477.93 invoice #2005002-01; and authorize the Finance Department to remit payment from Motor Fuel Tax Funds according to the agreement.

Trustee Jasinski moved, and Trustee Sapp seconded

#### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, and Sapp

NAYS: None

ABSENT: Trustee Williams

#### **Motion Carried**

### B. PETITIONS, AGREEMENTS, AND ACTION ITEMS

Motion to Approve the Locations for Temporary Speed Bumps. Before the motion, Trustee Sapp asked to allow Public Works to make the determination.

The motion was amended to reflect that the approval of speed bumps would be determined by Public Works.

Trustee Jasinski moved, and Trustee Sapp seconded

The Village Administrator clarified that the process would include a memo from Public Works with the locations identified and would be placed on file in the Clerk's office.

#### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, and Sapp

NAYS: None

ABSENT: Trustee Williams

#### **Motion Carried**

**13) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- a. DCEO Letter                      RE:    American Rescue Plan Act Funding
- b. Cook County DOTH              RE:    2021 Invest In Cook Award Letter

**14) GENERAL COMMENTS – Mayor Derrick Burgess**

**15) ADJOURNMENT**

Having completed the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:04 p.m.

Trustee Bell moved and Trustee Jasinski seconded. The motioned carried by common consent.

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt



**Village of Sauk Village**  
**Village Mayor and Board of Trustees**  
**Committee of the Whole Meeting of the Village of Sauk Village**  
**Sauk Village Municipal Center**  
**21801 S. Torrence Avenue Sauk Village, Illinois**  
**Tuesday, August 17, 2021**

**1. CALL TO ORDER**

Mayor Burgess called the meeting to order at 7:00 pm. Mayor Burgess asked Trustee Williams to assume the role of Acting Village Clerk in the Village Clerk's absence.

**2. ROLL CALL**

On Roll Call: Trustees Bell, Coleman, Grant, Jasinski, Sapp and Williams

Other staff in attendance: Administrator Wiszowaty and Director Royster

**3. CONVENE EXECUTIVE SESSION- None**

**4. RECONVENE COMMITTEE OF THE WHOLE MEETING- None**

**5. PRESENTATIONS- The History of VISION 2023: An Environmental Vision Plan for Chicago Heights and South Chicago Heights- Charles Dieringer**

Mr. Dieringer was not present.

**6. DISCUSSIONS**

**Village Clerk – Marva Campbell-Pruitt:** Clerk Campbell-Pruitt was not present

**Bloom Township School District 206 Off- Campus Work Study Program Agreement**

**Village Administrator – Joseph Wiszowaty:**

**1345 Sauk Trail (PIN 32-26-401-006) Maki Aki Sauk Trail, LLC**

Attorney Kevin Fanning and Bojan Ilic were present to request a Class 8 designation for the property located at 1345 Sauk Trail which previously belonged to Alguire's. This property will be used for additional warehouse space, potential truck washing and truck repairs for Marko Transport vehicles. A portion of the property may be leased for truck servicing. The property is being cleared and brought up to code. There is currently a well on the property. They will be a need to hook up to village water. This property has been abandoned for 3 years and is eligible for a Class 8. The resolution supporting the Class 8 designation will be placed on the next board agenda for consideration.

**Fire and Police Commission- Eligibility Testing Update**

The Village of Sauk Village has begun eligibility testing for Police Officers. The testing will take place at Bloom Trail High School. A third party will conduct the posting and written and agility testing. The cost of \$3,500.00 is included in the Police Department budget.

### **2021 Invest in Cook Intergovernmental Agreement**

The Resolution supporting the 2021 Invest in Cook Intergovernmental Agreement was presented for review. Cook County has already review the IGA. There is a match for Sauk Village/ CMAP. Cook County will cover 67%. This resolution will be placed on the next board agenda for consideration.

### **CED Internship Program**

This program allows for one 18-24 year old in a Governor's State graduate program to intern for marketing and researching TIF info and other duties 8 hours a day for 14 weeks. This is an unpaid position which includes a \$75.00 stipend. This is generally approved by handshake agreement.

### **Special Use & Event Permit and Discussion on August 28<sup>th</sup> Festival**

The required paperwork for the upcoming festival was reviewed. The application and the general liability insurance was submitted to the Village Clerk. A local business made a separate application to provide alcohol for the event. They will also provide a \$5,000. 00 sponsorship. Department heads have been meeting regarding safety and logistics. Parking will be offsite with the exception of some reserved spaces. Golf carts will pick people up from the business lots.

### **Director of Public Works- Anthony Finch- not present**

Bid for Pump House Roof – (Sauk Trail by pump house 1 & 2)

Village Administrator Wiszowaty reported one bid was received for the pump house roof. The bid proposal in the amount of \$31,989. Including a copy of insurance was reviewed by Village Administrator Wiszowaty and Public Works Director Finch. This matter will be placed on the next board agenda for consideration.

### **Replace Window- Paesel Center (southwest window)**

There were two bids to replace the window in the Paesel Center. Director Finch recommended giving the project to Crown 3G Development. Previous work done by Crown 3G needs to be reviewed. This matter will be placed on the next board agenda for consideration.

(Correction to this matter was discussed at a later date. See memo **(POSTSCRIPT)** attached to these minutes.)

### **Other Matters- None**

### **Director of Finance- Michelle Royster:**

#### **Ordinance Creating the Position of Senior Accountant**

Discussion was held on the ordinance creating the position of Senior Accountant. This position will replace the vacant position of the Accounts Coordinator. The ordinance approving the position of Accounts Coordinator will be repealed. A Senior Accountant is needed for posting journal entries, bank recs, etc. The salary differential is approximately \$15,000. The current budget will cover this position. Next year's budget will include \$60,000. for this position eliminating the need for a consultant and auditors assistance. Auditors mention a segregation of duties is necessary along with other dings repeated annually by the auditors. This matter will be placed on the next board agenda for consideration. The state of the finance department and the need for the 2018-2019 audit was discussed. Jobs will be posted on the Sauk Village website, SSMMA and in the foyer.

## **2021-22 Salary Ordinance Amendments**

Discussion was held on the 2021-22 Salary Ordinance amendments which include removing the Accounts Coordinator and adding the Senior Accountant salaries. This matter will be placed on the next board agenda for

consideration. The Fire Department daytime duty personnel will receive an increase to \$13.00 effective September 1<sup>st</sup>. Chief Barrett requested this increase during budget. The ESDA stipend and call pay was discussed. There were no raises for this department.

### **Trustee Grant:**

Amendment to SCMC Division 4 Village Clerk, Section 2-266 Open Meetings- Protocol

This item was tabled.

## **7. PUBLIC COMMENT**

Cathy Boetcher asked for clarification on street repairs on Paxton, 222<sup>nd</sup> St and Shirley. Cathy mentioned the backup on the left turn lane near Gas and Wash which may present a problem with additional truck traffic on Sauk Trail. Also inquired about a date for the Corn and Dog Roast and who the committee members are, when they meet and what their duties are.

James Harvey mentioned a big pothole at 219th Place and Orion. Other streets need to be repaved as well.

Mayor Burgess stated 222<sup>nd</sup> Street going around the bend to Paxton and around to Shirley is due to be completed soon. The village has been downtown to address 394 and Sauk Trail with the State and the County stating a double lane is needed. They have been here and added a few seconds to the turning lane light. Corn and Dog Roast is scheduled for September 11<sup>th</sup>. A copy of the scope of every committee and the chairs will be available at the front desk. Residents can leave a message at the front desk for the trustees if you are interested in joining a committee.

Mayor Burgess stated he is aware of the pothole on Murphy. Curb cutting is needed first. More than patchwork is required. The matter is being addressed. Work is being conducted down Merrill Ave. down 217<sup>th</sup> to Yates. Potholes will continued to be addressed with patching if possible.

## **8. GENERAL COMMENTS BY TRUSTEES & MAYOR**

Trustee Sapp invited everyone to the Inaugural Sauk Village Music Fest on August 28<sup>th</sup>. No outside food or alcohol is allowed. Vendors will be selling refreshments. Free Covid shots may be available on site.

Trustee Williams reported on a resident that incurred severe damage to their car because of the condition of the street after a water main break. Trustee Williams asked how the village handles this type of occurrence. The Community Development Committee will meet in August. The date to be determined. Trustee Williams is excited to be a part of all that Habitat for Humanity and other organizations are bringing to the table. The McConathy Public Library is hosting a recycling event on August 28th in partnership with Sheriff Tom Dart's office and Southland Voice. Electronics, paper and medicine will be accepted – 1 TV per household.

The minutes of July 14<sup>th</sup> were prepared by Trustee Williams. All edits should be provided Trustee Williams.

Trustee Bell is looking for volunteers for the Safety Committee.

Trustee Grant stated a Budget and Finance Committee will be scheduled for some time this month.

Mayor Burgess stated masks are required at the Village Hall even if you have been vaccinated. The Covid booster may become available soon.

Mayor Burgess wants everyone to come to the festival and enjoy themselves. Please act accordingly. He has stated that the first priority is that everything is monitored and goes off without a hitch.

## 9. ADJOURNMENT

Trustee Bell moved and Trustee Jasinski seconded to adjourn the meeting at 8:05 pm.

All Ayes

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/S/Mayor Derrick Burgess

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/s/Trustee Debra L. Williams, Recorder  
Acting Clerk

## POSTSCRIPT

**From:** Village Administrator Joseph Wiszowaty

**Sent:** Wednesday, August 18, 2021 4:07 PM

**To:** Mayor Derrick Burgess <[dburgess@saukvillage.org](mailto:dburgess@saukvillage.org)>

**Cc:** Village Clerk Marva Campbell-Pruitt <[Mcampbell-pruitt@saukvillage.org](mailto:Mcampbell-pruitt@saukvillage.org)>

**Subject:** Correction

Mayor, Clerk and Trustees:

I need to correct the record as I misstated that Crown 3 G. Development was the individual selected to replace the window at the Community Center. The correct contractor that will be approved Tuesday is J&S Glass Co, LLC out of Chicago for \$4,500.00 which is \$300 under Crown 3 G. Development.

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**Joseph Wiszowaty**

Administrator  
Village of Sauk Village

Main Office: 708.758.3330

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## JOURNAL OF PROCEEDINGS

### COMMITTEE OF THE WHOLE MEETING

Village Of Sauk Village, Illinois  
The Municipal Building  
21801 Torrence Avenue  
Sauk Village, Illinois

SEPTEMBER 7, 2021, 7:00 p.m.

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

- Roll Call

On Roll Call: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

Others in Attendance: Clerk Campbell-Pruitt, Administrator Wiszowaty, Director Cooper Director Royster, and Consultant Douglas

#### CONVENE CLOSED SESSION (if necessary)

Executive Closed Session was moved to later in the meeting.

#### RECONVENE COMMITTEE OF THE WHOLE MEETING

### 2. SCHEDULED BID OPENING- STREETLIGHT PROJECT – TIF II SAUK POINTE

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Mayor Burgess opened bids for the Streetlight Project for the following:

- a. H & H Electric for \$191,097.90
- b. Utility Dynamic Corp. for \$209,387.00
- c. Midwestern Electric, Inc. for 253,650.90

The bid packets were given to Robinson Engineering for review and recommendations.

### 3. DISCUSSION AND PRESENTATIONS

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*The agenda was re-arranged.*

#### **Fire Chief- Stephen Barrett**

- *Vector Target Solution*

- *Chief Barrett spoke of the need for a tracking system to monitor the training effort of staff to be per Hazardous Insurance Operating Systems. The program allows for continuous monitoring of Continuing Education requirements. The program was included in the budget. He sought approval to sign the needed contract. The item would be placed on the*

upcoming Board Agenda *pending the time change on the contract and sent to the legal department.*

**Director of Finance – Michelle Royster**

- Extension of Line of Credit- First Midwest Bank – This item was determined at a Special Meeting conducted at 6:30 p.m.
- Update on the FY2019 Audit and FY2020 Audit
  - Dir. Royster reported that she received the draft audit report for FY 2019. It was subject to change as End Balances, and Entry adjustments were made.
  - It was anticipated that the next submission would be September 10 and presented to the Board on September 14
  - The 2020 Audit would commence October 25 and anticipated that it would be finalized at the end of December.
  - There has been no TIF Report since 2018. Kane McKenna should file reports two weeks after the Audit Report. That organization must be held accountable.

**Village Clerk- Marva Campbell-Pruitt**

- Bloom Transition Program
  - Clerk Campbell-Pruitt provided an overview of the program and how students with disabilities benefitted from the utilization of the Village as a job site for work skills development. *The item would be placed on the upcoming Board Agenda for program participation once the concerns for COVID have diminished.*

**Director of Public Works – Anthony Finch**

- Purchase Snow Box at Police Station
  - Director Finch provided justifications for the purchase, citing advantages of acquiring the item, i.e., reduction in over-time, improvement of snow removal, and that there would be little or no cost as it would be purchased with funds from the salvaged vehicles.
- Emergency Watermain Repair- Invoice- Calumet City Plumbing
  - Dir. Finch spoke of the temporary fix to the twenty-six deep hole and the need to repair the bridge. *The anticipated cost of \$45,000.00 was not included in the budget.*

*Questions and comments ensued.*

- ✓ *How much was received from the salvaged equipment? (\$10,000)*
- ✓ *Would quotes from other companies be sought? (Staff felt that the noted company would better meet the needs.)*

- ✓ *What happened to the trucks requested to be purchased? (They would not be needed within the current budget period)*
- ✓ *The cost to repair the bridge was unknown.*

**Village Administrator – Joseph Wiszowaty**

- *2020 CDBG Subrecipient Agreement*
    - *Adm. Wiszowaty provided the back story on the CDBG Subrecipient grant awarded to the Village for \$150,00.00. The Village did not complete the required agreement to accept the funds. The item would be placed on the upcoming Board Agenda*
  - *Purchase Order Policy and Procedure*
    - *Adm. Wiszowaty reported that a policy was drafted for review by the Budget Finance Committee to be footnoted in the formal Policy and Procedures document once completed.*
  - *Engage Letter – Denzin Soltanzadeh, LLC*
    - *Dir. Wiszowaty introduced the need for the letter of engagement stating that the company would represent the Village in the judicial deeds. The Strong Community Grant allocated \$125,000.00 for a block of fifty homes. The Village must expend the funds and get reimbursed.*
    - *Trustee Sapp vetted the investors and arranged for training for residents in the preparation of them being homeowners.*
  - *There would be a need to monitor the attorney fees to not go over the Board-approved fees. The Board will approve a motion for each home. Guidelines would be in place to ensure the fidelity of the program. The ordinance for outside Counsel was repelled in June, and this is a special project requiring additional representation. The item would be placed on the upcoming Board Agenda.*
- 

**4. CONVENE EXECUTIVE CLOSED SESSION**

Trustee Bell moved and, Trustee Jasinski seconded a motion to recess to Executive Closed Session at 8:20 p.m. On Roll-Call, all Trustees voted aye.

**5. RECONVENE COMMITTEE OF THE WHOLE MEETING**

Mayor Burgess reconvened the Committee Meeting at 9:53 p.m.

**6. PUBLIC COMMENT**

None

**7. GENERAL COMMENTS BY TRUSTEES & MAYOR**

- Trustee Jasinski
- Trustee Williams announced the September 13 Community Development Meeting and information on Teddy Bear.
- Trustees Sapp, Bell, and Grant had no comments.
- Trustee Coleman announced the September 13 Ordinance Review Meeting.

- Mayor Burgess provided the information on the arrangements for Carol Myers; and announced that guests should be directed only to the conference room for meetings and not in offices.

**8. ADJOURNMENT**

Trustee Williams moved, and Trustee Bell seconded a motion to adjourn at 9:57 p.m. All Trustees voted Aye.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



**JOURNAL OF PROCEEDINGS OF THE  
SPECIAL MEETING**

BOARD MEETING OF THE CORPORATE AUTHORITIES

**MUNICIPAL BUILDING**

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

**Tuesday, September 7, 2021, 6:30 p.m.**

**1. CALL TO ORDER The Honorable Mayor Derrick Burgess**

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.

The Honorable Mayor Derrick Burgess called the Special Board meeting to order at 6:30 p.m.

**2. ROLL CALL**

Present: Trustee Bell, Grant, Jasinski, and Williams

Absent: Coleman, Sapp

**3. DISCUSSION OF A RESOLUTION EXTENDING A LINE OF CREDIT WITH FIRST MIDWEST BANK**

There was clarification that the intent was not to increase funds in the Line of Credit account; rather, the resolution would be an extension of the original line of credit. A response to why not pay off the line of credit was provided, stating the advantages of maintaining funds in reserve for unanticipated issues.

**4. MOTION TO APPROVE A RESOLUTION AUTHORIZING THE VILLAGE TO EXTEND A LINE OF CREDIT WITH FIRST MIDWEST BANK**

Trustee Coleman moved, and Trustee Jasinski seconded.

On Roll Call

AYES: Trustees Bell, Grant, Jasinski, and Williams

NAYS: None

Absent: Coleman, Sapp

Motion Carried

**5. PUBLIC COMMENT**

NONE

**6. Adjournment**

Hearing no further questions, Mayor Burgess called for a motion to adjourn at 6:45 p.m.

Trustee Bell moved, and Trustee Williams seconded. All Trustees present voted Aye.

/s/ Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

## JOURNAL OF PROCEEDINGS

### Village of Sauk Village

Board Meeting of the Mayor and Corporate Authorities

Municipal Center

21801 Torrence Avenue

Sauk Village, Illinois

Tuesday, 09/14/2021, 7:00 p.m.

**CALL TO ORDER:** Mayor Derrick Burgess called the meeting of the Corporate Authorities to order at 7:02 p.m.

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

**Roll Call:** Present: Trustees: Bell, Cooper, Grant, Jasinski, Sapp, and Williams

**Staff Present:** Administrator Wiszowaty, Chief Barrett; Director Royster, Eng. Printz; Consultant Douglas, Dir. Cooper, and Director Alan Vavrik

Others in

Attendance: Clerk Marva Campbell-Pruitt, Atty, Raines

### 2) MOTION TO RECESS TO EXECUTIVE SESSION

Mayor Burgess called for a motion to recess to Executive Session at 7:03 p.m. to discuss Pending Litigation and Personnel Matters.

Trustee Bell moved, and Jasinski seconded.

#### On Roll Call

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

### 3) MOTION TO RECONVENE REGULAR BOARD

Mayor Burgess reconvened the meeting at 7:31 p.m.

**4) APPROVAL OF MINUTES**

**A. Motion to Approve the Minutes Previously Tabled**

- i. Journal of Proceedings for the Special Meeting of July 10, 2021

Trustee Jasinski moved, and Trustee Sapp seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Jasinski, and Williams

NAYS: Trustees Grant, Sapp

ABSENT: None

**Motion Carried**

- ii. Journal of Proceedings for Board Meeting of July 13, 2021

Trustee Jasinski moved, and Trustee Sapp seconded.

**On Roll Call**

AYES: Trustees Coleman, Jasinski, Sapp, and Williams

NAYS: Grant

ABSENT: None

ABSTENSION: Trustee Bell

**Motion Carried**

- iii. Journal of Proceedings for the Special Meeting of July 20, 2021

Trustee Jasinski moved, and Trustee Bell seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- iv. Journal of Proceedings for Committee Meeting of July 20, 2021

Trustee Jasinski moved, and Trustee Bell seconded.

**On Roll Call**

AYES: Trustees Bell, Jasinski, and Williams

NAYS: Trustees Coleman, Grant, and Sapp

ABSENT: None

Mayor Burgess voted Aye to break the tie

**Motion Carried**

v. Journal of Proceedings Special Meeting, Budget Appropriations Hearing of July 27, 2021

Trustee Jasinski moved, and Bell seconded.

**On Roll Call**

AYES: Trustees Jasinski, Sapp, and Williams

NAYS: Trustee Bell. Grant

ABSENT: None

ABSTENTION: Trustee Coleman

**Motion Carried**

**B. Motion to Approve the Journal of Proceedings for the Board Meeting of July 27, 2021**

Trustee Jasinski moved, and Coleman seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

**C. Motion to Approve the Journal of Proceedings for the Board Meeting of August 10, 2021**

Trustee Jasinski moved, and Sapp seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**D. Motion to Approve the Journal of Proceedings for the Committee Meeting of August 17, 2021**

Trustee Jasinski moved, and Trustee Coleman seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, and Sapp

NAYS: None

ABSENT: None

ABSTENTION: Trustee Williams

**Motion Carried**

**5) PUBLIC COMMENT**

NONE

## 6) REPORTS OF OFFICERS

- i. Mayor's Report - Mayor Derrick Burgess, read a Resolution to Assist. Chief Ed Myers in recognition of fifty years of Service. Fire Chief White added to the recognition, citing his dedication and knowledge.  
The Mayor also reported on the potential state dictate that all Village staff would need to show evidence of having the COVID Vaccination.
- ii. Village Clerk – Marva Campbell-Pruitt
  - o Announced the procedures for posting Committee Meetings and what would be needed for reimbursement.
  - o Announced the changes to the lead for IML Reimbursements and certain events. Asked for consideration how to perform the needed logistics for the following week's meeting.
  - o Announced the appointment, read the bio, and subsequently sworn into office, the Deputy Clerk Audrey Sneed-Morton. The Attorney advised of the need to have a motion and a vote for the approval for her to be seated.

Trustee Sapp moved, and Bell seconded.

### **On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

### **Motion Carried**

- iii. Corporate Counsel – Atty. ShawnTe Raines had no report.
- iv. Village Engineer – Jennifer Printz provided updates on construction projects.
- v. Village Administrator – Joseph Wiszowaty spoke on actions needed on Accounts Payable, water main replacement, congratulated Chief Myers and Mayor Burgess on his Anniversary, and wished the Police Chief well for his birthday.
- vi. Treasurer's Report was read by Adm. Wiszowaty and will be filed with the certified minutes once received by the Clerk's office.

## 7) REPORTS OF DEPARTMENTS

- i. Finance & Administration – Adm. Wiszowaty read the Accounts Payable Summary citing the request to approve Payroll- \$137,578.53 and Accounts Payable - \$479,016.13
- ii. Fire Department – Fire Chief Stephen Barrett reported Calls for Service – 120, Report on the FEMA Grant for Recruitment and Retention. The funds would be used over the next five years. He provided safety measures for students.
- iii. Police Department - Chief Malcolm White was not present
- iv. Emergency Management Agency - Director Allen Vavrik had no report but congratulated Ass't Chief Myers and Mayor Burgess.
- v. Public Works – Director Anthony Finch was not present.
- vi. Community Development – Director Antonio Cooper thanked Ass't Chief for his services and congratulated the Mayor on his Anniversary. He announced the need for fifteen volunteers to conduct the housing survey and the September 15 meeting at Wagoner School for Homeownership.

**8) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- i. Public Health & Safety - Trustee Gary Bell reported that he has a team and would meet soon.
- ii. Ordinance Review - Trustee Arnold Coleman congratulation Mayor Burgess and Ass't Chief Myers. He announced that the committee met the day prior and that the next meeting would be on October 11.
- iii. Budget, Finance & Audit - Trustee Grant stated that the Report on Budget to Actuals for May through July would be presented soon. He congratulated the Ass't Chief and Mayor Burgess.
- iv. Housing and Intergovernmental Relations - Trustee Sherry Jasinski appealed for members. She congratulated the Ass't Chief and Mayor Burgess.
- v. Public Services - Trustee Larry Sapp congratulated the Ass't Chief and Mayor Burgess. He announced a planned meeting for the following Wednesday.
- vi. Community Development - Trustee Debra Williams announced a Blood Drive and COVID Vaccinations on October 8; and shared the activities calendar for the library. She congratulated the Ass't Chief and Mayor Burgess.
- vii. Mayor Burgess provided information of the IML Conference.; announced the Corn and Dog Roast

**9) REPORTS OF COMMITTEES AND COMMISSIONS**

- i. Senior Advisory Committee – Chairman Emmett Farmer’s Report included the date of the next meeting and the Senior Luncheon planned for October 14; Games Nights; and the Senior Casino Trip.
- ii. Fire and Police Commission – Chairman Francine Anderson was not present
- iii. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

**10) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

- a. Resolution Directing and Authorizing the Submission of a Subrecipient Agreement for the 2020 Community Development Block Grant Program Project #2006-101

Trustee Bell moved, and Williams seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

- b. A Resolution Approving an Engagement Letter between Denzin Soltanzadeh, LLC, and the Village of Sauk Village

Trustee Sapp moved, and Jasinski seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None  
ABSENT: None  
**Motion Carried**

**11) UNFINISHED BUSINESS**

**12) NEW BUSINESS**

**A. FINANCIAL MATTER**

- I. Motion to Approve Accounts Payable, Disbursements, and Payroll in the Combined Totals of \$608,494.66 and Authorize the Finance Department to Remit Payments

Trustee Bell moved, and Trustee Sapp seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, and Williams

NAYS: None

ABSENT: None

**Motion Carried**

- II. Motion to Approve Replacement of a Water Main at the 2800 Block of Nichols Avenue and to Waive Competitive Bidding for the Calumet City Plumbing for \$45,085 and to authorize the Finance Department to Charge the Account # 310.000.726.000

Trustee Jasinski moved, and William seconded.

- I. The account needed to be corrected to reflect those funds would be made by Account # 310.000.728.000

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**B. PETITIONS, AGREEMENTS, AND ACTION ITEMS**

- i. Motion to approve and accept the bid from H&H Electric Company of Franklin Park, Illinois, in the amount of \$191,097.90 for the Sauk Pointe Industrial Park Street Lighting Project and authorize the Mayor to execute a contract for the same. The Finance Department is directed to remit payments to the contractor out of proceeds from the 2019 Series A Bond.

Trustee Jasinski moved, and Trustee Bell seconded.

**On Roll Call**

AYES: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

ABSENT: None

**Motion Carried**

**13) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

MMWRD	RE: Expiration Sewer Permit 18-084
Harwood J. Ayres	RE: FOIA Request for the Record
Memorandum	RE: Community Center Rentals
Cook County Treasurer	RE: TIF Amendment to Debt Disclosure Ordinance
Ordinance Review Committee	RE: Agenda September 13, 2021
Special Event License App	RE: McConathy Library

**14) GENERAL COMMENTS** – Mayor Derrick Burgess provided logistics on how to map out sessions to attend sessions. He provided reimbursement information, inclusive of overage spending is not reimbursed, and if you spend less, funds must be paid back.

**Adm. Wiszowaty spoke to new microphones being tested and a proposal for them**

**15) ADJOURNMENT**

Having completed the agenda items, Mayor Burgess called for a motion to adjourn. Trustee Williams moved and, Trustee Jasinski seconded the motion to adjourn the meeting at 8:35 p.m. The motion was carried by common consent.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



**JOURNAL OF PROCEEDINGS OF THE  
SPECIAL MEETING**

BOARD MEETING OF THE CORPORATE AUTHORITIES

**MUNICIPAL BUILDING**

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

**Tuesday, September 21, 2021, 6:00 p.m.**

**CALL TO ORDER The Honorable Mayor Derrick Burgess**

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.

The Honorable Mayor Derrick Burgess called the Special Board meeting to order at 6:00 p.m.

**1. ROLL CALL**

Present: Trustee Bell, Coleman, Grant, Jasinski, and Williams

Absent:

**2. PRESENTATION OF FISCAL YEAR ENDING 2019 AUDIT REPORT**

Susan Jones, a representative from Miller Cooper, presented to the Mayor and the Corporate Board of Authorities the final copy of the Financial Report (Audit Findings) for FY 2019 ending April 30, 2019. She discussed the auditing process of her firm and its accord with the federal guidelines for auditing in accordance with the United States. Ms. Jones drew attention to the document that highlighted the Village's responsibility for the financial statements and the Auditors' responsibility to provide an opinion on the statements presented.

Ms. Jones did not reference all 144 pages of the report; rather, she drew attention to the Management letter, noting that staffing constraints should be considered. She discussed Items relating to the Fire and Police Pension and TIF management. Ms. Jones highlighted select pages in the comprehensive report, skipping many pages. She stated that the Village's net position was in deficit.

Ms. Jones stated that many material findings were not new, as they were systemic issues from years past and that those processes were not corrected. She pointed to the inability to have a clear separation of duties when the finance department is small. Thus, best practices cannot consistently be implemented.

Considering Grants acquisitions, the Village must take care to ensure their posting adequately. be

There were some positive fund balances relative to the Budget to Actuals for the ending year, slight decreases to the fund deficit from the beginning of that year, and the offset of expenses to the water fund. She highlighted other areas that caused a decrease in the overall deficits. Trustee Grant took care to express that the deficits were decreased.

Trustee's Questions were toward:

- Payback of funds of transactions from one fund to another

- Operational Transfers
- Staff Member's compensation for instances for unentitled time
- What is in place to offset inconsistencies in payment?

Dir, Royster addressed many of the concerns and ensured that the delegation of staff duties should provide the needed corrected actions. Ms. Jones stated that it was not within the purview of the auditors to instruct the Village on how to make corrections.

Adm. Wiszowaty stated that issues would be addressed, and Trustee Grant stated that corrective measures were being considered.

Mayor Burgess stated that it is not uncommon that other Villages the size of Sauk Village are not adequately staffed to meet the requirements of solid financial practices.

3. **PUBLIC COMMENT**

NONE

4. Comments from the Trustees and Mayor (not on the original agenda)

- Trustee Williams stated that lack of staff should not be an excuse and that issues should be corrected.
- Trustee Sapp hoped that there were lessons learned and better results would be noted.
- Trustee Jasinski thanked Susan for the hard work to produce the document.
- Trustee Grant thanked the auditors. To the Board, he stated that corrective measures required the needed resources to create a difference.
- Trustee Bell mentioned that all transfers of funds should come before the Board.
- Trustee Coleman commended the auditors and the Finance Department for their work efforts.
- Mayor Burgess expressed satisfaction with Miller and Cooper, Dir, Royster, and Dr. Jones for their efforts to complete the audit report.

5. Adjournment

Mayor Burgess called for a motion to adjourn at 6:50 p.m.

Trustee Williams moved, and Trustee Jasinski seconded. All Trustees present voted Aye.

/s/ Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

## COMMITTEE OF THE WHOLE MEETING

Mayor and Board of Trustees

Village of Sauk Village

The Municipal Building

21801 Torrence Avenue

Sauk Village, Illinois

October 5, 2021, 7:00 PM

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### 1) Call to Order

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

Technical difficulties did not allow access to Sauk Village Facebook Live video, research is still under way to determine the cause.

### 2) On Roll Call

#### In attendance:

Present: Trustees Bell, Coleman, Grant, Jasinski, Sapp and Williams

Absent: None

#### Others in attendance:

Village Clerk m. Campbell-Pruitt, Director Finch, Administrator Wiszowaty, Deputy Clerk A. Sneed-Morton

### 3) PRESENTATION AND DISCUSSION

A. Zafer Sheikh of Rock Salt Construction Group, to be introduced by Dir. Cooper, did not show.

#### Director of Public Works, Director Finch

A. Dir. Finch spoke first on the Road Project. He presented quotes for the Road project for \$14,000 - \$45,000. He recommended that the Village accept the bid of \$14,000, from D. Anderson of Suburban Silo to complete the 2 inches of asphalt on Clyde for 2 miles.

B. Director Finch has money in the budget for the Mini Excavator. He received bids for \$51,000 and \$54,000. He recommended D John for \$54,000 as that equipment would allow for timesaving, efficiency, and it has 3 needed attachments.

Other areas that were discussed, and not on the agenda:

- Director Finch has the quotes for the lights on Peterson, one for \$16,000 and one for \$17,668.00, they will have to go underground to install the lights, this need to be discussed and brought to vote.
- Other Projects discussed

- Culvert 223<sup>rd</sup> & Clyde
- Repair hole – we have a bid of \$4,400.00 from Calumet Plumbing
  - Questions and Discussion to and from the Trustees: How would they be paid, \$37,000 from MFT, \$100,000 from Water fund have only spent \$64,000 have approximately \$37,000 to \$38,000 left to use for the necessary repairs (to add to the next agenda). We also have unanticipated repairs that must be accounted for. May have to consider that we buy an attachment for the Bobcat, but all Trustees were not in agreement.
- The second project TB2352, \$50,000 line item to spend, but would like the project to be financed, it could be financed for a \$1,000.00 @ a month 4.25% for a period of five (5) years (to be sent to the Clerk in order to be added to the next agenda. If approved work can be started the next day
- Dir. Finch asked to put lights (B-Box on the following week's agenda), It would be included on the next Meeting

**Director of Finance: Michelle Royster:**

Was not present to provide a report

**Village Administrator: Joseph Wiszowaty**

A. Dardur Medical Facility, Inc, David Silverman, and Gene Steinmarch will present to the Board in a few weeks.

Mayor Burgess asked to secure the boundaries for the Sugar Shack

- Questions: are we waiting to have the entire portion of land? Answer: yes, with stipulations- Facility is waiting to build
- Question: if they walk away are we covered? Answer: yes, under the Surety Bond which would provide

(Item below will be on hold for 2 weeks)

- Liquor License: Banquet Facility, Legal recommends a Class E license sale on premise of Liquor Additional information was required, and questions were asked pertaining to:
  - Security for License/ Security is covered under their License
  - When client gets their Liquor License – security is added, but will double check on the security aspect of their License
  - License to stay open until 2:00 am, but not sell liquor after midnight
  - Answer: needs to be revisited this liquor license until then Banquet Halls original license will stand.
  - Is there anyone who can follow up on Event locations that are serving alcohol, attendance overflow, etc.? Police would be the only entity that could do so

Suggestion: give out a copy of License to each Trustee as it stands now

## Village Clerk: Clerk Marva Campbell-Pruitt Conference, wants to establish a Social Media Policy

### Social Media Policy

- Developing a Social Media Policy to entail:
  - Goals & expectations
  - Type of account
  - Use/Benefits of Social Media for Sauk Village
  - Who can or should oversee the account?
- Pull together a Subcommittee to look @Social Media as a whole
  - Question: is it okay to move forward to have a Social Media Committee to set up the policy

#### Comments:

- Trustee Sapp: there is a problem with Facebook- get our Logo Trademarked so others cannot use it on anything other than Sauk Village, the Logo should be trademark.
- There is an ordinance 14-006 already established, work with the those that made that/the ordinance to add to or update
- Per Trustee Grant, if you see a blue check mark on a particular item on Facebook then that means that the person that work the item/article or is the official author of that article
- Clerk Pruitt-Campbell would like at least 2-3 elected officials to work with her on this Social Media matter:
- Elected Officials are Clerk Pruitt-Campbell, Trustees Grant & Williams (they will bring back amendments to the Board

#### 4. Public Comments

L. Todd suggested Habitat for Humanity and IHDA collaborate as their focus was similar and the need for Code Enforcement to enforce ordinances

Mayor Burgess' Response:

- He stated that one person could not do it all.

#### 5. General Comments by Trustees and Mayor

- Trustee Williams:
  - Announced Community Volunteer Day on October 16<sup>th</sup> from 8am to 12 noon and other Community activity as follows:
  - Blood Drive, October 8<sup>th</sup> – 3-6 pm  
Sauk Village Senior Center
- Trustee Coleman announced the next meeting on October 11<sup>th</sup> @ 7:00 pm and that he looked forward to reviewing the Social Media Policy

Trustee Bell announced the next meeting is on Friday, October 8<sup>th</sup>, 2021

Trustee Grant:

- Stated that the committee would review budget in two (2) weeks
- turn in expense forms

Trustee Jasinski:

- Appealed for Committee members

Trustee Sapp:

- stated the need for education on ordinances in order to make informed decisions
- public service Committee meeting on Monday, October 11<sup>th</sup> @6:00 pm

Mayor Burgess stated that he would soon ask the Board for all employees in the village hall and other village offices to get vaccinated and/or be tested at least once a week.

Mayor Burgess called for a motion to adjourn at 8:37 p.m.

Trustee Sapp moved, and Trustee Coleman seconded. All Trustees present voted Aye.

/s/Derrick Burgess, Mayor

/s/Audrey Sneed-Morton, Deputy Clerk

Attest:

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS**

**Village of Sauk Village**

Board Meeting of the Mayor and corporate Authorities

Municipal Center

**21801 Torrence Avenue**

**Sauk Village, Illinois**

**Tuesday, 10/12/2021, 7:00 p.m.**

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

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

**Roll Call:** Present: Trustees: Cooper, Grant, Jasinski, Sapp, and Williams  
Absent: None

**Staff Present:** Administrator Wiszowaty, Chief White, Chief Barrett, Dir. Vavrik, and Dir. Finch

Others in Attendance: Clerk Marva Campbell-Pruitt, Engs. Arnold & Printz, and Atty. Raines,

**2) EXECUTIVE SESSION CLOSED SESSION (As necessary)**

There was no Executive Session

**3) APPROVAL OF MINUTES**

a) Motion to Approve the edited Journal of Proceedings for Board Meeting of June 8, 2021

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Jasinski, Sapp, Williams

NAYS: Trustee Grant

**Motion Carried**

b) Motion to Approve the Journal of Proceedings for the Board Meeting of August 24, 2021

Minutes were tabled

c) Motion to Approve the Journal of Proceedings for the Special Meeting of September 7, 2021, with the necessary corrections

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

d) Motion to Approve the Journal of Proceedings for the Committee Meeting of September 7, 2021

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

e) Motion to Approve the Journal of Proceedings for the Board Meeting of September 14, 2021

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Jasinski, Sapp, Williams

NAYS: Trustee Grant

**Motion Carried**

**4) PUBLIC COMMENT**

- J. Cast questioned the budget and how it was developed. Had cause for a lawsuit and planned to proceed forth. She requested the past six months' Accounts Payable reports.
- L. Washington requested the Accounts Payable reports be placed on the table. She spoke of the removed Neighborhood Watch signs and her request to assist with the safety and unification of the Village.

**Mayor Burgess' Responses**

The budget was passed, a forensic audit was completed, and he would provide the Accounts Payable as requested.



Accounts Payable was no longer placed on the table until they were approved. They are available once approved. Signs were removed as there is no longer a Neighborhood Watch. There is a racial divide across the nation. An individual to address the issue is not needed.

## **5) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess remarks:
  - i. Will enact a policy for all employees to be vaccinated or show testing for COVID.
  - ii. Halloween logistics and Trunk or Treat were provided
  - iii. The Village would be sanitized monthly
- b. Village Clerk – Marva Campbell-Pruitt had no report
- c. Corporate Counsel – Atty. ShawnTe Raines had no report
- d. Village Engineer – Melanie Arnold reported on
  - i. Grant opportunities planned with Public Works
  - ii. Streetlights Project
  - iii. Project completions
- e. Village Administrator – Joseph Wiszowaty provided notice of the procedure for the alert of COVID identification
- f. Treasurer's Report – Anthony Finch provided a cash report of balances in all accounts. Mayor Burgess provided corrections. The report would be shared with the Clerk

## **6) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster requested that the payroll and Accounts Payable be approved for \$471,324.04.
- b. Fire Department – Fire Chief Stephen Barrett was absent. Trustee Williams read the report:
  - i. Calls for Service – 61
  - ii. An Accident involving student transportation
  - iii. Travel Safety
- c. Police Department – Lt. Mieryzck <sp> provided the report
  - i. Calls for Service - 335 and 8 arrests
  - ii. Meeting with Suburban Chiefs
- d. Emergency Management Agency - Director Allen Vavrik
  - i. Calls for Service - 12 with no major incidents

- e. Public Works – Director Anthony Finch provided an update of activities planned to be completed by the staff. Mayor Burgess addressed the demonstration of the backhoe
- f. Community Development – Director Antonio Cooper was not present

**7) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell
  - i. He had the first meeting and announced the next one.
- b. Ordinance Review - Trustee Arnold Coleman
  - i. The meeting was canceled. Another would be planned
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant
  - i. Commented that the Finance Department would start the audit process
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski had no report
- e. Public Services - Trustee Larry Sapp
  - i. Had the scheduled meeting
  - ii. Announced the Community Clean-Up initiative planned with Habitat for Humanities on October 16.
  - iii. No time to place speed bumps. They were planned for the Spring
- f. Community Development - Trustee Debra Williams presented the following:
  - i. Provided an update of the Blood Drive
  - ii. Asked people to get vaccinated
  - iii. Appealed to residents to assist with the Clean-up
  - iv. Invitation to the Veterans' Dinner
  - v. Commented that Accounts Payable could be placed online and the previous approved report could be shared at the following meeting
  - vi. When minutes are presented, edits should be provided to the Clerk before the meeting

**8) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer presented dates for some of their activities.
- b. Fire and Police Commission – Chairman Francine Anderson was not present
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present

**9) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

- a. Motion to Approve an Ordinance Amending Chapter 6 "Alcoholic Beverage Establishments" of the Municipal Code Creates Banquet Facility License

Trustee Jasinski moved, and Trustee Bell seconded

Trustee Sapp asked that it be tabled as the further discussion was requested. The Mayor did not receive input. Thus, it was placed back on the agenda. Trustee Coleman suggested that the topic be discussed in public.

The motion was withdrawn, and discussion was planned for the Committee meeting.

## **10) UNFINISHED BUSINESS**

### **11) NEW BUSINESS**

#### **A. FINANCIAL MATTER**

- I. Motion to Approve Accounts Payable, Disbursements, and Payroll in its Combined Total and Authorize the Finance Department to Remit Payments for \$471,324.04

Trustee Jasinski moved, and Trustee Williams seconded

#### **On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

#### **B. PETITIONS, AGREEMENTS, AND ACTION ITEMS**

- I. Motion to approve street repairs for Theisen Avenue from 224<sup>th</sup> Street to 225<sup>th</sup> Street in an amount not to exceed \$14,500 and to remit payment to D. Anderson Paving and direct the Finance Department to remit payment

Trustee Jasinski moved, and Trustee Sapp seconded

#### **On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- II. Motion to approve storm culvert repairs at 1900 block of 223<sup>rd</sup> Street Culvert in an amount not to exceed \$5,500.00 to Calumet City Plumbing Co, Inc. and to direct the Finance Department to remit payment from the Sewer Department

Trustee Jasinski moved, and Trustee Bell seconded

#### **On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- III. Motion to approve certain Street Lights on Constance Avenue in an amount not to exceed \$16,000.00 to LeCoure Construction, Inc. and to direct the Finance Department to remit payment.

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- IV. Motion to waive competitive bidding and approve the purchase of a 2021 New Holland E37C Mini-Excavator for \$54,000.00 and authorize the Mayor to execute a lease-purchase agreement with CNH Industrial Capital for an interest rate not to exceed 4.50% per annum for a term of 5 years.

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**12) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- a. Mayor Burgess RE: Residents of Deer Creek

**13) GENERAL COMMENTS – Mayor Derrick Burgess**

- a. Asked everyone to leave the Rotunda, tables, and chairs in order and to turn off the lights when a meeting is hosted

**14) ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:21 p.m.

Trustee Williams moved, and Trustee Coleman seconded. A roll call vote was requested, and the motion carried with all Trustees present voting AYE.

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS OF THE  
COMMITTEE OF THE WHOLE MEETING  
MUNICIPAL BUILDING  
21801 TORRENCE AVENUE, SAUK VILLAGE, ILLINOIS  
Tuesday, October 19, 2021, 7:00 p.m.**

**CALL TO ORDER The Honorable Mayor Derrick Burgess**

1. The Honorable Mayor Derrick Burgess called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Present: Trustee Bell, Coleman, Grant, Jasinski, Sapp, and Williams

Others in attendance: Clerk Campbell-Pruitt, Deputy Clerk Sneed-Morton. Admin. Wiszowaty, Dir. Cooper, Dir. Royster

**3. DISCUSSIONS AND PRESENTATIONS**

**Director Antonio Cooper** introduced Co-Founder and Co-Director Sean Ruane of Just Roots along with Rev. Melanie Seaton, Pastor of Grace United Church of Christ who are in partnership and seeking a Special Use Application for the farm. The request will be forwarded to the Zoning Board for its recommendation. They will meet on November 4, 2021.

**Director Rosie Williams-Baig**

Presented to the Board and requested a liquor license on a six -month basis. There would be no sell of alcohol, only for consumption in relation to programs. No public funds would be used. Mayor Burgess offered, that an Ordinance would be drafted with notices of “not for sale”. He offered that the upcoming event would remain under the same umbrellas as the previous event pending approval of the ordinance.

The subject of the need for security arose. The Attorney would research and provide counsel.

**Michelle Royster addressed the following:**

- The concept of a resolution to forgive Interfund Debts from FY 2019 was postponed to the next Committee Meeting.
- She presented The Budget to Actuals for the first quarter. She spoke to areas from the audit that stated that many material findings were not new, as they were systemic issues from years past and that those processes were not corrected. She pointed to the inability to have a clear separation of duties when the finance department is small. Thus, best practices cannot consistently be implemented.

It was noted that there were some positive fund balances relative to the Budget to Actuals for the ending year, slight decreases to the fund deficit from the beginning of that year, and the offset of expenses to the water fund. She highlighted other areas that caused a decrease in the overall deficits. Trustee Grant took care to express that the deficits were decreased.

4. **PUBLIC COMMENT**

J. Harvey raised two questions, who sanitized Village Hall after the Covid identification and concern for youth at the library when alcohol is consumed.

D. Freeman asked if Trustees had job descriptions outlining the tenets of their committee responsibilities, the lack of scope of meetings, and expressed concern for meetings being canceled.

**Mayor Burgess' Responses**

- The Mayor and two others sanitized the Village Hall for a savings of \$1200. Looking to hire janitors to do so in the future.
- Libraries throughout the state have functions where alcohol is consumed. Youth is not present.
- All Chairman should know the scope of their committees. Meeting cancellations should be posted on the door.

5. **General Comments of Trustees and Mayor**

Trustees Grant, Coleman, and Jasinski had no comment

Trustee Bell announce the next meeting

Trustee Williams thanked volunteers for assisting Habitat for Humanities and announced the upcoming Community Conversation, the blood drive, Veterans Day event at the library, Trunk or Treat, and the Thanksgiving Luncheon at the Senior Center.

Trustee Sapp reported the success of the Clean-up and announced the next meeting for November 2<sup>nd</sup>.

Mayor Burgess announced: Trunk or Treat, and Veteran's Appreciation.

6. **Executive Session**

- a. A motion was made to recess to Executive Closed Session at 8:28 p.m.

Trustee Bell moved, and Trustee Coleman seconded.

The motion carried unanimously

- b. The Committee of the whole reconvened at 9:30 p.m.

7. **Adjournment**

Mayor Burgess called for a motion to adjourn at 9:42 p.m.

Trustee Bell moved, and Trustee Coleman seconded. All Trustees present voted Aye.

/s/Derrick Burgess, Mayor

/s/Audrey Sneed-Morton, Deputy Clerk

Attest:

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDING**  
**VILLAGE OF SAUK VILLAGE**  
**BOARD MEETING OF THE MAYOR AND CORPORATE AUTHORITIES**  
**MUNICIPAL BUILDING**  
**21801 TORRENCE AVENUE, SAUK VILLAGE, ILLINOIS**  
**Tuesday, October 26, 2021, 7:00 p.m.**

**1). CALL TO ORDER**      **The Honorable Mayor Derrick Burgess called the meeting to order at 7:00 p.m.**

**Pledge of Allegiance:**      The Mayor led the constituents in reciting the Pledge

**ROLL CALL**              Present: Trustee Bell, Coleman, Grant, Jasinski, and Williams and Sapp

**Staff Present:**        Admin. Wiszowaty, Fire Chief Barrett, Police Chief White, Village Eng. Melanie Arnold, Treas. Anthony Finch, Finance & Administration, Dir. Michelle Royster, Emergency Management Agency, Dir. Allen Vavrik, Public Works Dir, Antonio Cooper

**Others in Attendance**      Clerk Campbell-Pruitt, Deputy Clerk Sneed-Morton  
Corp Counsel Atty. ShawnTe Raines,

**2). EXECUTIVE SESSION**

There was no Executive Session

**3). APPROVAL OF MINUTES**

**a) MOTION TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING:**

I. Continue to Hold the Following Approved Executive Closed Sessions Minutes Reviewed on October 19, 2021

02/09/2021	2 <sup>nd</sup> Review
03/02/2021	2 <sup>nd</sup> Review
03/09/2021	2 <sup>nd</sup> Review
2/11/2020	2 <sup>nd</sup> Review
3/3/2020	3 <sup>rd</sup> Review
5/19/2020	5 <sup>th</sup> Review
5/12/2020	3 <sup>rd</sup> Review
6/23/2020	3 <sup>rd</sup> Review
7/28/2020	3 <sup>rd</sup> Review

Trustee Jasinski moved, and Trustee Bell seconded  
On Roll Call

Ayes Trustees Bell, Jasinski, Sapp, Williams, Grant

Nays: None

Abstention: Trustee Coleman

**MOTION CARRIED**

II. Approve and Release the Executive Board Minutes of September 7, 2021, Reviewed on October 19, 2021

Trustee Bell moved, and Trustee Jasinski seconded  
On Roll Call  
Ayes Trustees Bell, Jasinski, Sapp, Williams, Coleman, Grant  
Nays: None  
**MOTION CARRIED**

III. Approved and Hold the Executive Board Minutes reviewed on October 19, 2021, for:

- a. June 8, 2021
- b. June 15, 2021
- c. September 14, 2021

Trustee Jasinski moved, and Trustee Bell seconded  
On Roll Call  
Ayes Trustees Jasinski, Bell, Coleman, Grant, Sapp, Williams  
Nays: None

**MOTION CARRIED**

b) Approve the Journal of Proceeding of April 12, 2019, Not Previously Documented

Trustee Jasinski moved, and Trustee Bell seconded  
On Roll Call  
Ayes: Trustee Jasinski  
Abstention: Trustees Bell, Coleman, Sapp, Williams  
Nays: Trustee Grant

**MOTION FAILED**

c) Approve the Journal of Proceeding of Board Meeting of August 24, 2021

Trustee Jasinski moved, and Trustee Bell seconded  
On Roll Call  
Ayes: Trustees Bell, Coleman, Sapp, Williams  
Nays: Trustee Grant  
Abstention: Trustee Jasinski

**MOTION CARRIED**

d) Approve the Journal of Proceeding of Special Meeting of September 21, 2021

Trustee Jasinski moved, and Trustee Sapp seconded  
On Roll Call  
Ayes: Trustees Bell, Coleman, Sapp, Williams, Jasinski, Grant  
Nays: None

**MOTION CARRIED**



**4) PUBLIC COMMENTS**  
**NONE**

**5) REPORTS OF OFFICERS**

a. Mayor's Report: Mayor Derrick Burgess Reported:

- Waste of Pollution Plant, notice of a public hearing in Ford Heights would be on November 17, 2021. The Village Clerk was asked to provide public notice.
- The Mayor made the announcement that Trunk or Treat for Sauk Village would be Saturday, October 30<sup>th</sup> behind the Village Hall from 1-3 p.m.
- Trick or Treat would be on Sunday, October 31<sup>st</sup> in the Village from 3-7 p.m. He asked that those distributing candy to turn on porch and garage lights.
- The Mayor also let the Villagers know that on Thursday, November 11<sup>th</sup>, is Veterans Day and there would be a Veterans Day program, and luncheon at the Village Hall, pins will be given out to all veterans. He asked that everyone invite as many Veterans as possible. Robin Kelly, United States Representative will be our guest at the program.
- Lastly the Mayor stated that our meeting space set-up would continue to be spread out due to COVID.

b) Village Clerk Marva Campbell-Pruitt Reported:

- Senior Luncheon will be on Tuesday, November 23, 2021, from 3-5p.m. for approximately 50 people, each person must register for this function
- Holiday Meals to those in need will be provided on Sunday, December 19, 2021, we will be collecting can goods and we are looking for partnership to reach at least 100 people.
- Dept of Health will be giving the 2<sup>nd</sup> dose vaccine on Friday, November 12<sup>th</sup> and Saturday, November 13<sup>th</sup> for all those who are in need of their 2<sup>nd</sup> dose. Here at the Community Center

c) Corporate Counsel: Atty. ShawnTe Raines, Ancel Glink -Had no report

d) Village Engineer – Melanie Arnold/Jennifer Printz, Robinson Engineering Reported on:

- Lighting Project is signed
- 2020 Project completed

e) Village Administrator – Joseph Wiszowaty reported:

- Researching microphones and live streaming on You tube
- Met with other Department Heads to discuss the Tax Levy

f) Treasurer's Report – Anthony Finch

- Presented fund balances.
  - Unrestricted funds were over \$3 million dollars, and restricted funds was \$1,224,585.
    - The question asked, if we can separate/break up TIF 1 & 4 into 2 accounts because we have no monies in 2 & 3. The answer is yes.

**6) REPORTS OF DEPARTMENTS**

a) Finance & Administration Report: Director Michelle Royster

- Announce that payroll totaled 153,979.91
  - A detail account of expenses was requested. An item on the Aging Report was questioned.

- b) Fire Department: Chief Stephen Barrett
  - Report for the period 10/08-22/21 Calls for service – 100 with no major incidents
  - The Fire Department is giving out 2 smoke detectors per household as needed
  - He reminded everyone to turn back their clocks one hour
- c) Police Department: Chief Malcolm White
  - Report for period 10/13 to Present - 360 Calls for service – 10 arrests
  - Chief White and 2 other officers received an award from the South Suburban Chiefs of Police Association.
- d) Emergency Management Agency: Director Allen Vavrik
  - Reporting period 10/9/21 there were 9 accidents with no fatalities
- e) Public Works: Director Anthony Finch reported:
  - The Boiler is coming in within the next month
  - Speed bumps were addressed

Question: Why put the speed bumps on the corners and not in the middle of the streets

## 7) REPORTS OF STANDING COMMITTEES AND TRUSTEES COMMENTS

- a) Public Health & Safety- Trustee Bell announced a meeting on November 10<sup>th</sup>, 3:30 pm
- b) Ordinance Review: Trustee Coleman announced a meeting on November 1<sup>st</sup>, 7:00 pm
- c) Budget, Finance & Audit: Trustee Grant announced a meeting November 3<sup>rd</sup>
- d) Housing and Intergovernmental Relations: Trustee Jasinski stated she need members
- e) Public Services: Trustee Sapp announced a meeting on November 8<sup>th</sup>, 6:00 pm
- f) Community Development: Trustee Williams having a meeting on October 28<sup>th</sup> in the Rotunda
  - Trunk or Treat will be held at the Library on October 30<sup>th</sup> from 12:00 -3:00 pm
  - Every 2 seconds someone needs blood, reach out and be a blood donor ([www.redcross.org](http://www.redcross.org))

## 8) REPORTS OF COMMITTEES AND COMMISSIONS

- a) Senior Advisory Committee – Chairman Emmett Farmer
  - Meeting on Thursday, November 11<sup>th</sup>, @5:00 pm, meetings posted on Facebook
  - Game Night, @ 6:00 pm – 10:00 pm every other Friday
  - Medicare meetings, November 4<sup>th</sup>, 18<sup>th</sup>, December 2<sup>nd</sup> from 10am – 12:00 pm
- b) Fire & Police Commission – Chairman Francine Anderson
  - Received 10 applications for new Fire Candidates
  - Have 4 finalist who scored between 77.8 % - 87.4%
- c) Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter had no report

**9) PRESENTATIONS OF ORDINANCES AND RESOLUTIONS**

- a. An Ordinance Amending Chapter 6 “Alcoholic Beverage Establishments” of the Municipal Code- Creates Banquets Facility License

Trustee Sapp moved, and Trustee Grant seconded  
On Roll Call  
Ayes: Trustees Jasinski, Bell, Coleman, Grant, Sapp, Williams  
Nays: None

**MOTION CARRIED**

- b. An Ordinance Amending Chapter 18 Business and Business Regulations Establishments of the Municipal Code of the Village of Sauk Village Relating to Operations of Parking Facilities

Trustee Bell moved, and Trustee Coleman seconded  
On Roll Call  
Ayes: Trustees Jasinski, Bell, Coleman, Grant, Sapp, Williams  
Nays: None

**MOTION CARRIED**

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

**A. Financial Matter**

- I. Motion to Approve Accounts Payable, Disbursements, and Payroll in the Combined Totals of \$485,522.30 and Authorized the Finance Department to Remit Payment

Trustee Sapp moved, and Trustee Coleman seconded  
On Roll Call  
Ayes: Trustees Jasinski, Sapp, Williams, Bell, Coleman, Williams  
Nays: None  
ABSENTION: Trustee Bell

**MOTION CARRIED**

**12) PETITIONS, AGREEMENT, AND ACTIONS ITEMS**

- A. Motion to direct Village Attorney to draft an Ordinance to Authorize a Liquor Licenses for the Nancy L. McConathy Public Library District

Trustee Williams moved, and Trustee Jasinski seconded  
On Roll Call  
Ayes: Trustees Jasinski, Bell, Coleman, Grant, Sapp, Williams  
Nays: Grant

**MOTION CARRIED**

**13) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- |                             |                               |
|-----------------------------|-------------------------------|
| a. Police & Fire Commission | RE: Initial Eligibility List  |
| b. Village Administrator    | RE: Award to Civiltech – OPRT |
| c. Village Administrator    | RE: Liquor License            |

**14) GENERAL COMMENTS – MAYOR BURGESS**

**15) ADJOURMENT**

Mayor Burgess requested a motion to adjourn at 8:13 p.m.

Trustee Bell moved, and Trustee Sapp seconded.  
The motion carried by a unanimous roll call vote.

/s/Derrick Burgess, Mayor

/s/Audrey Steed-Morton, Deputy Clerk

Attest:

/s/Marva Campbell-Pruitt, Village Clerk

**JOURNAL OF PROCEEDINGS  
COMMITTEE OF THE WHOLE MEETING**

**VILLAGE OF SAUK VILLAGE  
THE MUNICIPAL BUILDING  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS**

**November 2, 2021**

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**1) CALL TO ORDER**

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

**2) On Roll Call**

**In attendance:**

Present: Trustees Coleman, Grant, Jasinski, Sapp, and Williams

Absent: Trustee Bell

**Others in attendance:**

Village Clerk Campbell-Pruitt, Administrator Wiszowaty, Deputy Clerk A. Sneed-Morton, Director Cooper

**3) DISCUSSION AND PRESENTATIONS**

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**Randle Carter- Executive Director Mentoring Youth Through Technology**

- Provided a presentation on Mentoring Youth Through Technology. He discussed his desire to provide the program to youth in the Village

**Mayor Derrick Burgess**

- Introduced the agreement and resolution with DACRA Tech and VPCI Agreement for the provision of a software to monitor parking and compliance issues, and adjudication for non-compliance of local ordinances and building code offenses. It was discussed that the costs would be divided between the Police Department's and Community Development's budgets.

There was input and questions from Trustees, and a final determination that Adm. Wiszowaty would invite Dan McDowell to present at the following Committee Meeting.

**Village Clerk Marva Campbell-Pruitt**

- Revisited the subject of the re-establishment of the Human Relations Commission. After discussion, it was referred to the Ordinance Review Committee to either draft an ordinance or amend the current ordinance.

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**4) PUBLIC COMMENT**

There was no Public Comment

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**5) EXECUTIVE SESSION CLOSED SESSION**

There was no Executive Session

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**6) GENERAL COMMENTS BY TRUSTEES & MAYOR**

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Trustees Grant, Coleman and Jasinski made no comment.

Trustee Wills commented on Trunk or Treat and the Veterans Day Dinner

Trustee Sapp announced that no additional speed bumps would be placed until the spring.

Mayor Burgess commented on Trunk or Treat; the percentage rate of residents who were vaccinated, and the need for vaccinations, and the Veteran’s Day Program.

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**7) ADJOURNMENT**

Mayor Burgess called for a motion to adjourn at 8:30 p.m.

Trustee Williams moved, and Trustee Coleman seconded. All Trustees present voted Aye.

**Journal of Proceedings**  
**Village of Sauk Village**  
Board Meeting of the Mayor and Corporate Authorities  
Municipal Center  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**  
**Tuesday, 11/9/2021, 7:00 p.m.**

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

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

**Roll Call:** Present: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, and Williams  
Absent: None

**Staff Present:** Administrator Wiszowaty, Chief White, Chief Barrett, Dir. Vavrik, and Dir. Finch

Others in Attendance: Clerk Marva Campbell-Pruitt, Eng. Arnold & Printz, and Atty. Raines, Dep. Clerk Morton

**EXECUTIVE SESSION** There was no Executive Meeting

**3) APPROVAL OF MINUTES**

**a. MOTION TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING:**

**THE CONSENT AGENDA WAS NOT APPROVED**

- i. Approve the Journal of Proceedings of the Board Meeting for September 28, 2021, with noted corrections

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- ii. Approve the Journal of Proceedings of the Committee Meeting October 5, 2021, with corrections

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- iii. Approve the Journal of Proceedings of the Board Meeting of October 12, 2021

Approval of minutes was postponed

- iv. Approve the Journal of Proceeding of the Committee Meeting of October 19, 2021

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**4) PUBLIC COMMENT**

- L. Todd thanked the Administration and IT for billing assistance; stated that the locations for speed bumps were ineffective.
- L. Washington reported that the residents interested in re-establishing the Neighborhood Watch Program were harassed.

Mayor Burgess' Response(s)

- He was pleased that the issues were corrected
- No other speed bumps would be placed until the spring. Requests should be directed to Trustee Sapp. He and the Police Chief would make the final decisions
- He could not control those who threaten others
- Neighborhood representatives could attend any meeting. A Trustee must lead the meetings.

**5) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess reported or conducted the following:
  - i. Opened an RFP for vacant properties from Otis Smith for 1600 217<sup>th</sup> Place for rehab at \$83,000. and 21754 Peterson Avenue for \$80,000.

Trustee Sapp provided a historical perspective of how the properties were cited for donations as it supports the Block-by-Block initiative



- ii. Provided details of the Veteran’s Day Program
  - iii. Reported that the COVID numbers were unchanged and there is SB1169 on the floor to amend healthcare provisions
- b. Village Clerk – Marva Campbell-Pruitt announced:
  - i. The Illinois Municipal Clerk ‘s fundraiser
  - ii. Thanksgiving Dinners for Seniors and those shut-in
  - iii. COVID Vaccinations Clinic
- c. Corporate Counsel – Atty. ShawnTe Raines, Ancel Glink, had no report
- d. Village Engineer – Melanie Arnold/ Jennifer Printz, Robinson Engineering provided a written report of the firm’s activities that would be filed with the certified minutes. Included in the report was:
  - i. MWRD Stormwater program eligibility.
  - ii. TIF resurfacing
  - iii. 2021 CDBG Subrecipient Agreement
  - iv. Fire Hydrant Replacement Project
  - v. Sewer Cleaning and Televising Program
- e. Village Administrator – Joseph Wiszowaty had no report
- f. Treasurer’s Report – Anthony Finch
  - i. Provided Cash Accounts balances. The document presented had errors and would be presented again

**6) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster
  - i. Requested approval of disbursements on \$159,736.26 for payroll and \$534,138.98 for accounts payable.
- b. Fire Department – Fire Chief Stephen Barrett
  - i. Reported ninety-five calls for service and a fire in Candlelight Village
  - ii. Reminded residents to change furnace filters and to have their furnaces serviced
  - iii. Three new fire fighters join the ranks
- c. Police Department - Chief Malcolm White
  - i. Reported 366 calls for service and eleven arrests.
  - ii. The arrest of Karen Turner
  - iii. Announced Chat with the Chief
- d. Emergency Management Agency - Director Allen Vavrik
  - i. Reported five calls for service
  - ii. Participated in the funeral details of Jeff Schilling and asked for a moment of silence for him

- e. Public Works – Director Anthony Finch
  - i. Provided an update on initiatives previously presented in the One Block, One Neighborhood, One Village Initiative, and cited 80% completion of the items.
- f. Community Development – Director Antonio Cooper was not present

**7) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell
  - i. Announced a meeting on the following day
- b. Ordinance Review - Trustee Arnold Coleman
  - i. Announced a meeting on the following week
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant
  - i. Announced that the 2020 Audit was in progress and that the committee would meet the following week
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski had no report
- e. Public Services - Trustee Larry Sapp
  - i. Announced that the committee had met, and the speed bumps placed would be removed until the spring
  - ii. Made comments on the following:
    - Thanked Dir. Finch for completed work efforts
    - Neighborhood Watch should be referred to the appropriate committee
    - Being confronted with the usage of the Gym, Trustees should have advance notification and knowledge of the funding
    - Proposal development to improve parks
    - Intervention is needed to ensure adequate nutrition for students
    - One Block One Neighbor for assistance with home purchases, the Land Bank, and connecting with the Housing and Community Development Committees
    - Speaking with the Clerk to assist with events
- f. Community Development - Trustee Debra Williams
  - i. Commented on the Community Development and Code Enforcement are interwoven and need to partner
  - ii. Announced meetings are the second Tuesday of the month at 10:00 a.m.
  - iii. Commented that the Gym Program should be on the next agenda

**8) REPORTS OF COMMITTEES AND COMMISSIONS**

- a. Senior Advisory Committee – Chairman Emmett Farmer
  - i. Announced the next meeting and regular Friday evening activity, and a free health fair
  - ii. CEDA sign up activity had returned
  - iii. Medicare sign up is available

- b. Fire and Police Commission – Chairman Francine Anderson
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter

9) **PRESENTATION OF ORDINANCES AND RESOLUTIONS**

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

**A. FINANCIAL MATTER**

- I. Motion to Approve Accounts Payable, Disbursements, and Payroll in the Combined Totals of and Authorize the Finance Department to Remit Payments for \$693,875.24

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**12) PETITIONS, AGREEMENTS, AND ACTION ITEMS**

- a. Motion to Approve Settlement Agreement of Steve LaRock v. Village of Sauk Village Court No.:21 CH1796

Trustee Grant moved, and Trustee Sapp seconded

Trustee commented that the amount should be included in the motion. The motion was amended to reflect the cost of \$4,800

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- b. Motion to Approve Settlement of Matter Captioned Caprice Smith v. Sauk Village for \$17,500.00

Trustee Grant moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Williams

NAYS: None

ABSTENTION: Trustee Sapp  
**Motion Carried**

**13) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

- a. Village Administrator RE: Liquor License

**14) GENERAL COMMENTS – Mayor Derrick Burgess commented on the following:**

- George Green re-opened the gym and would be invited to speak at the next committee meeting
- Trustees could go to a School Board meeting to address concerns and not a Municipal meeting
- Playground equipment must be in the budget
- Ford Heights Public Hearing for Municipal waste and recycling

**15) ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:25 p.m.

Trustee Bell moved, and Trustee Williams seconded. A roll call vote was requested, and the motion carried with all Trustees present voting AYE.

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Derrick Burgess, Mayor

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Marva Campbell-Pruitt, Village Clerk

## COMMITTEE OF THE WHOLE MEETING

Mayor and Board of Trustees

Village of Sauk Village

The Municipal Building

21801 Torrence Avenue

Sauk Village, Illinois

November 16, 2021, 7:00 PM

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### 1) Call to Order

Mayor Burgess called the Committee of the Whole Meeting to order at 7:04 p.m.

### 2) On Roll Call

#### In attendance:

Present: Trustees Bell, Coleman, Grant, Jasinski, Sapp, and Williams

Absent: None

#### Others in attendance:

Village Clerk M. Campbell-Pruitt, Director Finch, Administrator Wiszowaty, Director Cooper, Director Finch, Deputy Clerk A. Sneed-Morton

### 3) PRESENTATION AND DISCUSSION

#### ➤ Joe Sullivan of Robinson Engineering

Mr. Sullivan provided a historical framework of the MWRD Smoke Testing program and the requirements for the program. A video presentation was provided, and he presented follow-up recommendations. It is projected that needed repairs would cost \$99,000. A letter from MWRD is required.

#### ➤ DACRA – Dan McDonald

Mr. McDonald spoke on the proposed ticketing processing for the Building Department. He discussed the MSO Software and highlighted how the Village would benefit by implementing the DACRA Software and MCSI Collections. In addition, he outlined future options and benefits of implementing the CORE 360 Property Management Modules. Pricing for both the Ticket and Adjudication and Property Management Modules were provided. Finally, there was a concern that the 30-day payment stipulation would be impacted as the Village's accounting system could not meet that tenet. An extension of the timeline or elimination of late fees would be addressed and presented at the time of the agreement. Mr. McDonald reiterated that the program's efficacy would depend on staff entering the information timely. This item would be on the agenda for possible adoption.

## **Zoning Board of Review and Appeals – Chairman Charles Pondexter**

(This agenda item **was** moved on the agenda from its original posting)

Chairman Pondexter reported that the Commission had met on November 3, 2021, to determine the feasibility of the Special Use Permit for Grace UCC. Accordingly, the Commission recommended that the Permit be granted. This item would be on the agenda for possible adoption.

### **Mayor Derrick Burgess**

- Recreational Program Mayor Burgess read Mr. Green's presentation outlining when the program started, its schedule, levels of participation, and future programming in January 2022. Discussion and questions ensued on the following:
  - The cost
  - Participation of Village students
  - The Baseball Program must consider non-residents if it utilizes Village's funds
  - Background Checks of all volunteers and Mr. Green
- Illinois Department of Transportation Intergovernmental Master Agreement  
Mayor Burgess informed everyone that the agreement for utility expenses was required every five years. It was delayed in being provided to the Village. Dir. Royster would remit the back payment. This item would be on the agenda for possible adoption.
- Moses Concrete Waiver of Competitive Biddings  
The need to move forth quickly with the various concrete repairs is needed as the timing had to be considered because of weather conditions conflicting with other projects. This item would be placed on the agenda for possible adoption.

### **Trustee Arnold Coleman**

- Human Relations Commission  
The Ordinance Review Committee was tasked with reviewing the ordinance governing the Human Relations Commission. Upon review, it was determined that it had been removed from the ordinance for Fair Housing in 2013.  
Questions and Comments ensued on the following:
  - Should the Housing Commission be brought back?
  - Should the Housing and Human Relations Commissions be separate?
  - Should new ordinances be created as the former members resigned
  - How not having either Commission can impact CDBG grants.

It was decided that the work effort should not be rushed, the Commissions should be separate, and determination was needed on what to do with the current ordinance.

### **Director of Community Development- Antonio Cooper**

- Proposals for Vacant Properties, 21754 Peterson Avenue and 1600 217<sup>th</sup> Place  
Dir. Cooper petitioned the Board to approve the proposals for both properties. Therefore, a Resolution must be drafted. This item would be on the agenda for possible adoption.

## Director of Public Works - Director Finch

- Director Finch justified the need to purchase a dump truck and the funding provided through a state program.

Questions and Comments ensued on the following:

- Would future budgets sustain the purchase and lease payments?
- All lease agreements should be reviewed
- An agreement was made to pursue the five-year lease option.

This item would be on the agenda for possible adoption.

## Village Clerk: Clerk Marva Campbell-Pruitt

- The Clerk discussed the 2022 Official Meeting Schedule. In addition, she asked for consideration of moving the meeting days to provide Trustees a more extended period to review the content of meeting materials as many documents were not supplied by Friday to meet the OMA guidelines for developing and posting the agenda. After discussion, it was decided that the subject would be re-addressed at a subsequent Committee Meeting.
- IML Membership Renewal
  - The Clerk informed that the annual membership fees were required. It would be added to the Accounts Payable

## Village Administrator – Joe Wiszowaty

- 2021 Property Tax Levy  
Administrator Wiszowaty discussed the due date for the Tax Levy and informed that it must be adopted the first week of December.
- 2021 Loss & Cost Resolution  
Administrator Wiszowaty reviewed the resolution asking for 10% of the requested tax levy be to be retained and not kept.

## 4. Public Comments

There were no comments

## 5. General Comments by Trustees and Mayor

- Comments were not available at the time the minutes were drafted. They will continue to be sought.

Mayor Burgess called for a motion to adjourn at 10:12 p.m.

Trustee Bell moved, and Trustee Coleman seconded. All Trustees present voted Aye.

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Derrick N. Burgess, Mayor

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Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village**  
**JOURNAL OF PROCEEDINGS**  
Board Meeting  
of the Mayor and Corporate Authorities  
Municipal Center  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**  
**Tuesday, 11/23/2021, 7:00 p.m.**

1) **CALL TO ORDER** – Honorable Mayor Derrick Burgess

**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, Coleman, Grant, Jasinski, Sapp, and Williams  
Absent: None

**Staff Present:** Administrator Wiszowaty, Commander Evans, Chief Barrett, Dir. Vavrik, and Dir. Finch, Dir. Royster, Clerk Marva Campbell-Pruitt

Others in Attendance: Engs. Arnold & Printz, and Atty. Raines, Consultant Douglas

2) **EXECUTIVE SESSION CLOSED SESSION**

There was no Executive Session

3) **MOTION TO RECONVENE MEETING**

Not required

4) **APPROVAL OF MINUTES**

a. Motion to Approve the Journal of Proceedings of the Board Meeting for October 26, 2021

Trustee Jasinski moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp

NAYS: Trustee Williams

**Motion Carried**



b. Motion to Approve the Journal of Proceedings of the Committee Meeting November 2, 2021

Trustee Grant moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Coleman, Grant Jasinski, Sapp

NAYS: Trustee Williams

ABSTENTION: Trustee Bell

**Motion Carried**

**5) PUBLIC COMMENT**

- L. Washington offered the following:  
Suggested an etiquette class; spoke on school lunches; and inquired why an officer was assigned to the school.
- S. LaRock questioned minutes for 11/9, 10/5, 10/12, and 10/19 and a date in September, citing a violation of OMA as they were not posted to the website. He referenced the Social Media Policy stated on the 10/5 meeting and the legality of copyrighting the Village Logo.

Mayor Burgess' Responses:

- He would investigate etiquette classes
- Explained how the SRO agreement was designed
- Asked S. LaRock for a copy of the questions and concerns so that they could be addressed

**6) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess announced:
  - i. Condolences to Chief White in the transition of his father
  - ii. Attendance at a news conference with Commissioner Miller to discuss COVID and lack of vaccination events
- b. Village Clerk – Marva Campbell-Pruitt announced:
  - i. The Deputy Clerk's resignation
  - ii. COVID Vaccinations *planned at the Community Center on Dec. 2nd and 3<sup>rd</sup>*.
  - iii. Santa Parade, Christmas Tree Lighting, and Cookies and Hot Chocolate on December 4
  - iv. Holiday Cheer Baskets donations 11/29 – 12-17 and distribution on December 19
- c. Corporate Counsel – Atty. ShawnTe Raines, Ancel Glink advised
  - i. A Litigation Report was sent that morning
- d. Village Engineer – Melanie Arnold/ Jennifer Printz, Robinson Engineering reported:
  - i. CDBG Program and requested to be on the next Committee Meeting agenda to present a resolution on December 14.
- e. Village Administrator – Joseph Wiszowaty:
  - i. Recommended approval of item 13A and that the resolution is pending development by the attorney.
  - ii. Reported three vacant homes were demolished; notices were sent for renewal of liquor licenses; a Capital Improvement Plan is being developed with Robinson Engineering.

- f. Treasurer's Report – Anthony Finch

## **7) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Requested that the payroll and Accounts Payable be approved for \$697,812.52.
  - ii. Announced funds received from the American Rescue Plan Act

### Questions/Comments

When would the Collectors report be available?

Why Kane McKenna was not on the Aging Report (Invoices and resubmission of requested documents had not been provided timely.

- b. Fire Department – Fire Chief Stephen Barrett spoke on the advancement of COVID and provided tips for frying turkey.
- c. Police Department – Commander Jack Evans reported:
  - i. Calls for Service – 301
  - ii. Arrests - 7
- d. Emergency Management Agency - Director Allen Vavrik had no report
- e. Public Works – Director Anthony Finch had no report
- f. Community Development – Director Antonio Cooper was not present

## **8) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell met the previous week and announced the next one for 12/15
- b. Ordinance Review - Trustee Arnold Coleman canceled the meeting until the boiler was repaired.
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant reported that the audit continues, and he is seeking a Budget to Actual Report.
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski had no report.
- e. Public Services - Trustee Larry Sapp announced the next meeting on 12/6; advised residents to attend School Board Meetings to address the student lunches.
- f. Community Development - Trustee Debra Williams announced meetings scheduled for the second Tuesday at 10:00 a.m., reported that the Veteran's Thanksgiving Luncheon had over 100 attendees.

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

- a. Senior Advisory Committee – Chairman Emmett Farmer read a written report announcing the meeting on 12/9; Game Night on the second and fourth Fridays; and the conclusion for enrollment in Medicare on 12/7.
- b. Fire and Police Commission – Chairman Francine Anderson was not present.
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

**10) PRESENTATION OF ORDINANCES AND RESOLUTIONS**

**A. MOTION TO APPROVE THE CONSENT AGENDA FOR THE FOLLOWING: (A CONSENT AGENDA WAS NOT REQUESTED; EACH ITEM WAS VOTED UPON SEPARATELY)**

- I. A Resolution Approving An Agreement Between DACRA TECH, LLC, and the Village of Sauk Village

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- II. A Resolution Approving an Agreement Between Violations Payment.com, LLC and the Village of Sauk Village.

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- III. A Resolution Approving the Lease Purchase Agreement with First Government Company for Five Years for \$216,081.93

Trustee Sapp moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- IV. A Resolution Approving an Intergovernmental Agreement between the Illinois Department of Transportation and the Village of Sauk Village for State Maintained Traffic Signals on State Highways With the Village.

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**B. UNFINISHED BUSINESS**

**NONE**

**C. NEW BUSINESS**

**A. FINANCIAL MATTER**

- I. Motion to Approve the Accounts Payable, Disbursements, and Payroll in the Combined Totals of \$697,812.52, and Authorize the Finance Department to Remit Payments

Trustee Williams moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- II. Motion to Approve buyback of vacation time for the following employees: J. Rich (\$2,709.67); D. Overrocker (\$1,556.66); A. Vehrs (\$593.97); E. Cook (\$3,493.81); J. Vehrs (\$774.32); D. Marecka (\$1,518.27); R. Howard (\$744.25) and M. Eierman (\$3,751.91) and authorize the Finance Department to remit payments in two separate regular payroll cycles to the individuals to be charged to the appropriate accounts.

Trustee Jasinski moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- III. A motion to approve various concrete work projects and to waive competitive bidding for Moses and Sons Contractor and Developer in the amount of \$28,000.00 and to direct the Finance Department to charge account number 300.000.870.000

Trustee Coleman moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

**13. PETITIONS, AGREEMENTS, AND ACTION ITEMS**

MOTION TO APPROVE THE CONSENT AGENDA FOR THE FOLLOWING: *(A CONSENT AGENDA WAS NOT REQUESTED; EACH ITEM WAS VOTED UPON SEPARATELY)*

- I. Motion to Accept the Recommendations of the Zoning Board of Appeals and Approve the Special Use Application for 2500 223<sup>rd</sup> Street, Sauk Village, Illinois # ZBA10202021-001 (Motion was amended to develop a Resolution based upon the recommendation on this matter.

Trustee Jasinski moved, and Trustee Grant seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- II. Motion to Approve the Payment of Membership Fees for the Illinois Municipal League for \$1,000.00

Trustee Jasinski moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

NAYS: None

**Motion Carried**

- III. Motion to approve the purchase of a 2022 International HV507507 for \$172,176.84 pursuant to Illinois Municipality Governmental Joint Purchasing Act 30 ILCS 525/2 State of Illinois CMS Contract #19-416CMS-BOSS4-B-2573, the terms of which are authorized in a lease-purchase agreement.

Trustee Williams moved, and Trustee Jasinski seconded

**On Roll Call**

AYES: Trustees: Coleman, Grant, Jasinski, Sapp, Williams

NAYS: Trustee Bell

**Motion Carried**

**D. ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

None

**E. GENERAL COMMENTS – Mayor Derrick Burgess**

None

**F. ADJOURNMENT**

Having exhausted the business of the day, Mayor Burgess called for a motion to adjourn the meeting at 8:07 p.m.

Trustee Williams moved, and Trustee Coleman seconded. A roll call vote was requested, and the motion carried with all Trustees present voting AYE.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

VILLAGE OF SAUK VILLAGE

**JOURNAL OF PROCEEDINGS**  
COMMITTEE OF THE WHOLE MEETING  
MAYOR AND BOARD OF TRUSTEES OF THE  
THE MUNICIPAL BUILDING  
21801 TORRENCE AVENUE  
SAUK VILLAGE, ILLINOIS

DECEMBER 7, 2021, 7:00 p.m.

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**1. CALL TO ORDER**

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

**2. Roll Call**

On Roll Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

Absent: None

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Wiszowaty, Finance Director Michelle Royster, Director Anthony Finch

**3. PRESENTATIONS AND DISCUSSION**

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***Joseph Wiszowaty- Village Administrator***

- The Administrator discussed the 2021 Community Development Block Grant Subrecipient Agreement that addressed the roadwork and its funding.
  - The project includes 221<sup>st</sup> and 222<sup>nd</sup>, Paxton, Shirley, Yates, Jeffery, and Clyde.
  - Funds would be generated from:
    - i. CDBG - \$290,200.00
    - ii. MFT Match - \$40,000.00

A Resolution was recommended to advance to the next Board Meeting for adoption consideration.

- Ordinance Liquor License McConathy Public Library – The Administrator reviewed an Ordinance for the McConathy Public Library to acquire the license. The Ordinance was recommended to advance to the next Board Meeting for adoption.

***Michelle Royster- Director of Finance***

- Accounting Service Agreement-the Director presented the Accountant's proposed Service Agreement. The extension of the current contract was discussed, and the need to determine if it would be extended 2 – 4 months. Justifications were presented with the realization that the budgeted position for the Accountant had not been filled. Corrections were noted to change the date of operation from June to April. It was stated that the anticipated audit would

be completed in the third week of January. Trustees asked that the Accounting Agreement be corrected to reflect:

- Effective Dates to begin in May and end in June. The next step is Attorney review. Trustees asked for the completed information be included in their meeting materials for the next Committee Meeting

- *Final Review of 2021 Property Tax Levy and Loss and Cost Resolution* - Final Review of 2021 Property Tax Levy Ordinance & Loss and Cost Resolution Director Royster recommended the Ordinance be approved as presented in November. She explained the details of the requested Resolution to ensure a 10% add-on of the reduction to bring the revenue near the requested amount. She addressed questions as they arose. The Resolution was recommended to advance to the next Board Meeting for adoption.
- *Resolution and Schedule for Interfund Debt Forgiveness- Director Royster justified the request as recommended in the last Auditor's report. She cited many instances where many of the balances were from many years ago, and she provided instances of their occurrences. Trustees asked for a detailed accounting of each instance. It was determined that researching each would be labor-intensive and not serve the needed respite. Trustees requested an annotation stating that the incurred borrowed funds took place years ago.*

The Resolution was recommended to advance to the next Board Meeting for adoption.

#### **Marva Campbell-Pruitt – Village Clerk**

- Resolution for Proposed 2022 Meeting Schedule – The Village Clerk presented the revised Meeting Calendar for 2022.

The Resolution was recommended to advance to the next Board Meeting for adoption.

#### **Anthony Finch- Director of Public Works/Treasurer**

- Sale of the Street Grinder – The Director sought direction on proceeding with the sale of a Grinder that was purchased but not used.
- Job Posting for Public Works – The Director advised of one staff member to retire at the end of January, along with two others in the Water Department soon thereafter. He recommended posting for the positions as soon as feasible.
- Asphalt 225th Street and 224th Street – advised of a mistake with the street's name to be repaved. He sought approval of an additional \$11,500.00 not included in the original proposal.

Approval was recommended to advance to the next Board Meeting for adoption.

- Treasurer Update – The treasurer reported on the following:
  - The Pension Funds would be consolidated, and the State would assume collections of the funds.
  - There is a lawsuit pending
  - Revenue/Expense Analysis – Mr. Finch requested Trustees review the Revenue/Expenses presented as the revenue is underfunded to meet the expenses. In addition, he identified areas that were out of sync with the funds budgeted.



- Trustees had numerous questions/comments:
  - If there were other funds to cover the repaving? Response: the funds are MFT funds and not from the General Fund.
  - Much justification was made for the grinder; why get rid of it? Response: it does not meet the needs of the department.
  - The Fire Department's budget is listed under the General Funds in the Civic Report. It needs correcting.
  - Why does Staff drive cars home?

#### **Trustee Larry Sapp**

- MCKA Marvin Clark Karate Academy-Trustee Sapp provided the intent of the program. Participants would be charged \$25.00 to defray the costs of uniforms and supplies. He stated that it does not conflict with the programs provided by Mr. Green.
  - Questions and Comments:
    - Who assumes liability and insurance? Response: The company is licensed.
    - Will he pay the Village for facility usage?
    - The Attorney should review the proposal.
    - Mr. Clark will be asked to present at the next Committee Meeting.

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#### **4. PUBLIC COMMENT**

- D. Smith cited the omission of details on the Village's website, the need to utilize Social Media, the sale of the grinder, and Interfund Debts.
  - Mayor Burgess' Responses
    - Jobs are posted on the website and other entities as well.
    - We anticipated that the grinder was needed. It only works in smaller areas.
    - Interfund Transfers are customary in most villages and cities.

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#### **5. GENERAL COMMENTS BY TRUSTEES & MAYOR**

- Trustee Bell announced his next meeting and stated that the meetings would alternate between morning and evening events in January.
- Trustee Coleman announced the next meeting for December 13.
- Trustee Williams Announced a Blood Drive on 12/18, asked about the functioning of the boiler and website functionality, and announced her next meeting.
- Trustee Jasinski had no comment.
- Trustee Sapp announced his next meeting. He inquired if the Attorney should address if three Trustees could speak at a Committee Meeting
- Trustee Grant had no comment.
- Mayor Burgess addressed the COVID variants and how they may potentially impact in-person meetings.

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#### **6. CLOSED SESSION**

- There was no closed Session

#### **7. RECONVENE COMMITTEE OF THE WHOLE MEETING**

- Not applicable

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**8. ADJOURNMENT**

Mayor Burgess called for a motion to adjourn the meeting at 9:30 p.m.

Trustee Bell moved, and Trustee Williams seconded. The motion was carried unanimously by a roll call vote.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

**Village of Sauk Village**  
**Journal of Proceedings**  
**Tuesday, 12/14/2021**  
Board Meeting of the Mayor and Corporate Authorities  
Municipal Center  
**21801 Torrence Avenue**  
**Sauk Village, Illinois**

1) **CALL TO ORDER** – Honorable Mayor Derrick Burgess

**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, Coleman, Sapp, and Williams  
Absent: Trustees Grant, Jasinski

**Staff Present:** Chief White, Chief Barrett, Dir. Vavrik, and Dir. Finch, Dir. Royster, Clerk Marva Campbell-Pruitt

**Others in Attendance:** Engs. Arnold & Printz, and Atty. Raines, Consultant Douglas

1) **EXECUTIVE SESSION CLOSED SESSION**

There was no Executive Session

2) **MOTION TO RECONVENE MEETING**

Not required

3) **APPROVAL OF MINUTES**

- a. Approve the Journal of Proceedings of the Board Meeting for October 12, 2021

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS:

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- b) Approve the Journal of Proceedings of the Board Meeting for November 9, 2021

Trustee Sapp moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS:

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- c) Approve the Journal of Proceedings of the Committee Meeting November 16, 2021

Trustee Coleman moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

**4) PUBLIC COMMENT**

None.

**5) REPORTS OF OFFICERS**

- a. Mayor's Report - Mayor Derrick Burgess
- b. Village Clerk – Marva Campbell-Pruitt reported on the following:
  - i. The intended delivery of Ordinances for Codification
  - ii. Responded to Steve LaRock's public comments that required addressing for which had not been shared for the needed responses and his access to the back offices, which did not follow protocol during the pandemic crisis or as a safety measure.
  - iii. Requested a review of how to conduct hybrid meetings
  - iv. Rotunda usage and requirements for scheduling, audio usage, and the need to replace microphone batteries on the charger
  - v. The upcoming Holiday Cheer event and need for volunteers
- c. Corporate Counsel – Atty. ShawnTe Raines, Ancel Glink had no report.
- d. Village Engineers – Melanie Arnold/ Jennifer Printz, Robinson Engineering reported:
  - i. The need for the 2021 CDBG Grant Resolution to be included on the following Committee of the Whole agenda
  - ii. The company's work toward the 2022 CMAP Projects to Rebuild Illinois
  - iii. The Sauk Pointe Drive initiative that was sent to developers
- e. Village Administrator – Joseph Wiszowaty was not present
- f. Treasurer's Report – Anthony Finch provided a Cash Report dated 12/9/2021 identifying current account balances.

## **6) REPORTS OF DEPARTMENTS**

- a. Finance & Administration – Director Michelle Royster:
  - i. Recommended the Payroll and Accounts Payable approval for \$475,904.45
  - ii. Announced a Risk Fund Management Grant received of \$28,814.00
- b. Fire Department – Fire Chief Stephen Barrett reported:
  - i. Calls for Service – 158 and no significant incidents
  - ii. COVID’s rise and impact
  - iii. The Santa Parade brought joy
  - iv. The Memorial Tree Program
- c. Police Department - Chief Malcolm White reported:
  - i. Calls for Service – 336
  - ii. Arrests – 3
  - iii. Chat with the Chief will cover Fire Prevention and Community Policing
  - iv. Shop with a Cop raised funds for sixty students.
  - v. Read an acknowledgment letter from Aunt Marthas
  - vi. Acknowledge the support and flowers during his family’s bereavement.
- d. Emergency Management Agency - Director Allen Vavrik reported eleven calls for service
- e. Public Works – Director Anthony Finch had no report.
- f. Community Development – Director Antonio Cooper was not present.

## **7) REPORTS OF STANDING COMMITTEES AND TRUSTEE COMMENTS**

- a. Public Health & Safety - Trustee Gary Bell reported that the planned meeting was canceled.
- b. Ordinance Review - Trustee Arnold Coleman reported that the Committee was surveying Home Rule Governance
- c. Budget, Finance & Audit - Trustee Rodrick R. Grant was not present.
- d. Housing and Intergovernmental Relations - Trustee Sherry Jasinski was not present.
- e. Public Services - Trustee Larry Sapp reported a meeting the previous night. There were more calls for speed bumps and requested additional ones to be purchased and readied for placement in March.
- f. Community Development - Trustee Debra Williams announced the following events:
  - i. The Blood Drive planned had been canceled
  - ii. The COVID Vaccinations and Testing
  - iii. Wished Happy Holidays to everyone

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

- a. Senior Advisory Committee – Chairman Emmett Farmer announced the increased senior events for 2022.
- b. Fire and Police Commission – Chairman Francine Anderson was not present.
- c. Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter was not present.

9) PRESENTATION OF ORDINANCES AND RESOLUTIONS

A. MOTION TO APPROVE THE CONSENT AGENDA FOR THE FOLLOWING:

- I. An Ordinance Authorizing Conditional Special Use Permit to Grace United Church of Christ, 2500 E. 223<sup>rd</sup> Street

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- II. An Ordinance for the Levy and Assessment of Taxes for the 2021/2022 (Total Levy amount \$3,155,000

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- III. An Ordinance Amending Certain Provisions of Chapter 6 of the Village Code to Add New Category of Liquor License for the Public Library

Trustee Bell moved, and Trustee Sapp seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- IV. A Resolution Directing and Authorizing the Submission of a Subrecipient Agreement for 2021 Community Block Grant Program Project #2106-030

Trustee Bell moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

V. A Resolution Forgiving Certain Interfund Debts from within the Village of Sauk Village

Trustee Sapp moved, and Trustee Coleman seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

VI. A Resolution to Request a Zero Loss and Cost Factor for the 2021 Tax Levy

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

VII. A Resolution Adopting the 2022 Village Board Meeting Schedule

Trustee Bell moved, and Trustee Williams seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

**10) UNFINISHED BUSINESS**

**11) NEW BUSINESS**

**A. FINANCIAL MATTER**

- I. Motion to Approve the Accounts Payable, Disbursements, and Payroll in the Combined Totals of \$475,904.45, and Authorize the Finance Department to Remit Payments

Trustee Williams moved, and Trustee Bell seconded

**On Roll Call**

AYES: Trustees: Bell, Coleman, Sapp, Williams

NAYS: None

ABSENT: Trustees Grant, Jasinski

**Motion Carried**

- II. Motion to Approve a Change Order for Road Repaving Work on Theisen Avenue from 224<sup>th</sup> Street to 225<sup>th</sup> Place for D. Anderson in the amount of \$ \_\_\_\_\_ and to Authorize the Finance Department to Remit payment.

MOTION WAS POSTPONED

**12) PETITIONS, AGREEMENTS, AND ACTION ITEMS**

None

**13) ITEMS TO BE ACCEPTED AND PLACED ON FILE WITH THE CLERK**

Memo from Village Administrator

RE: CMAP/RTA Technical Assistance

**14) GENERAL COMMENTS – Mayor Derrick Burgess**

NONE

**15) ADJOURNMENT**

Having exhausted all agenda items, Mayor Burgess called for a motion to adjourn at 7:55 p.m.

Trustee Sapp moved, and Trustee Williams seconded. The motion was carried unanimously by a roll call vote.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk



**VILLAGE OF SAUK VILLAGE**  
**JOURNAL OF PROCEEDING**  
**COMMITTEE OF THE WHOLE MEETING**  
**THE MUNICIPAL BUILDING**  
**21801 TORRENCE AVENUE**  
**SAUK VILLAGE, ILLINOIS**  
**December 21, 2021, 7:00 PM**

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**1. CALL TO ORDER**

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

**2. Roll Call**

On Roll Trustees: Bell, Coleman, Grant, Jasinski, Sapp, Williams

Absent: None

Others in Attendance: Village Clerk, Marva Campbell-Pruitt, Village Administrator, Wiszowaty, Finance Director Michelle Royster, Director Anthony Finch

**3. DISCUSSION AND PRESENTATIONS**

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**Marvin Clark - MCKA Marvin Clark Karate Academy** was not present.

***Director Anthony Finch***

- Ordinance to Waive Competitive Bidding for 224<sup>th</sup> St/Theisen to 225<sup>th</sup>/Theisen for Asphalt Repair – Director Finch shared an email sent to the Mayor and Trustees concerning the need to waive the requirements for Competitive Bidding on this project. This item was recommended to advance to the next Board Meeting for adoption consideration.
- Review of the Itron Proposal – IT Consultant Gerald Pyke and Administrator Wiszowaty spoke on how the ITRON System works and the need to replace the current equipment. This item was recommended to advance to the next Board Meeting for adoption consideration.

***Director Michelle Royster***

- Budget-to-Actual Report - Dir. Royster discussed the report as of 11/20/2020, citing any line item over the 58% threshold was problematic. Areas of note:
  - The employment increases in the Fire Department
  - The discrepancies between the Treasurer's report and the current one
  - Staff Development increases
  - Miscellaneous Fire Fund
  - The increase in allocation for Standing Committees from \$500.00 to \$700.00
  - How would the department's budget overages be handled- more controls are required? Budget modifications would be requested at the next Committee Meeting.
  - COVID Relief Funds from the American Rescue Plan are restricted funds, and the requested copy of the restrictions will be provided to Trustees.
  - Why was the report late in being presented? Trustees require and ask for time to review the information before the discussion

- Review the Statement of Work and the Agreement for Jones Accounting Services- The Jones Accounting Proposal was presented that contained the requested edits. It was reiterated that the cost would be less than \$5,000 above what was budgeted. Dir. Royster recommended that the proposal be approved.
  - Many questions from Trustees were addressed:
    - Why was there no dollar amount in the proposal?
    - Why was the Village asked to pay triple for the current contract (\$125.00 an hour) instead of the previous (\$45.00 per hour)? Response: The Director justified the expenses, citing the need.
    - What is the intended scope of work?
    - How do we ensure the end to “catch up”? Response: The Senior Accountant should be on board at the end of January.
    - Why was the 2020 Audit delayed? Response: The Audit is scheduled to be complete by the end of April.
    - Questions about day-to-day operations are projected to be on target and caught up.

#### **Trustee Debra William**

- **Village Website - Trustee Williams** provided a listing of requested website revisions dated January 7, 2021. She updated those that had been updated and those not addressed. Mayor Burgess referred this to an Adhoc committee comprised of the IT Consultant, the Trustee, the Clerk, and himself to address issues. The meeting will take place in January.

#### **Trustee Larry Sapp**

- Review Previously Adopted Ordinances – Trustee Sapp led the discussion to review and consideration to repeal the following ordinances adopted on June 8, 2021:
  - An Ordinance Amending Chapter 2 Article IV Division 7 of the Village Code of Ordinances – Village Administrator 21-0\_\_
  - An Ordinance Amending Chapter 2 “Administration” of the Municipal Code of the Village of Sauk Village, Illinois, Establishing the Position of Village Administrator 19-011
  - An Ordinance Amending Chapter 2 Article IV Division 2 of the Village Code of Ordinances – Mayor 21-0\_\_
  - An Ordinance Amending Repealing Ordinance No. 19-010 Authorizing Retention By the Board of Trustees for Legislative Special Counsel
  - An Ordinance Amending Chapter 2 “Administration” of the Municipal Code of the Village of Sauk Village, Illinois Authorizing the Retention by the Board of Trustees of Legislative Special Counsel 19-010
  - An Ordinance Adopting a Village Attorney Policy for the Village of Sauk Village
  - An Ordinance Amending Repealing Ordinance No. 19-012 – Village Attorney Policy
    - There was significant unrest during the discussions.
    - It was determined that the Attorney needed to be engaged to handle the actions. Trustee Sapp asked that the items be on the January 11, 2022, meeting agenda. The Mayor was unsure how long it would take the Attorney when readied. The items will be presented when the procedural guidelines and documents are established.

- Trustee Sapp asked to bring back the repealed Ordinance 19-010. After discussion, the question arose whether a simple vote would suffice. Mayor Burgess asked if the talks occurred before that night's meeting. Trustees were individually asked their participation in discussions before that evening.
- The Clerk advised that there was no Committee Meeting planned before the Board Meeting on January 11, 2022.

The meeting was recessed at 9:30 p.m. to entertain a personal privilege and resumed at 9:35 p.m.

- The Attorney Policy was addressed. It was determined that a policy was needed to bring back Legislative Council. Additional discussion ensued to bring back the Legislative Council and the adoption of an Attorney Policy. It was noted that the Ordinances approved and certified in June 2021 were no longer available in the files.

#### **4. PUBLIC COMMENT-**

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- D. Freeman expressed disappointment and concerns over the night's proceedings and what it means to residents.
- S. LaRock questioned Trustees' willingness to rescind Ordinances, the resources expended, and the cost to residents
  - Mayor Burgess' Responses:
    - As they were comments, not questions, he had no say.

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#### **5. GENERAL COMMENTS BY TRUSTEES & MAYOR**

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##### **Took place before Executive Session**

- Trustee Bell announced that there would be no Committee Meetings until 2022.
- Trustee Grant had no comment.
- Trustee Coleman announced his desire to serve the Village with no political agenda and that he voted on decisions without complete understanding.
- Trustee Williams announced the postponement and rescheduling of the Blood Drive, and she announced the following Community Development Meeting. She advised the need for a Legislative Counsel and policy for Attorneys.
- Trustee Jasinski bid everyone a happy holiday
- Trustee Sapp expressed the role of Trustees to the causes brought forth for the betterment of the Village. He appealed to all to understand the need to adjust as needed.

- Mayor Burgess stated that meetings might go back to remote/virtual meetings as ordained by the state. He announced a Special Meeting on December 28, 2021

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## 6. EXECUTIVE SESSION CLOSED SESSION

- a. A motion was made to recess to Executive Closed Session to discuss Personnel Matters and to Review Executive Board Minutes at 10:05 p.m.  
Trustee Sapp moved, and Trustee Jasinski  
The motion was carried unanimously by a roll call vote. The Committee of the Whole Meeting reconvened at 10:25 p.m. and was immediately adjourned.

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## 7. ADJOURNMENT

The meeting was deemed adjourned at 10:25 p.m.

/s/Derrick Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk

## **JOURNAL OF PROCEEDING**

### **VILLAGE OF SAUK VILLAGE**

#### **SPECIAL BOARD MEETING OF THE MAYOR AND CORPORATE AUTHORITIES**

##### **MUNICIPAL BUILDING**

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

**1). CALL TO ORDER**      **The Honorable Mayor Derrick Burgess called the meeting to order at 7:00 p.m.**

##### **Pledge of**

**Allegiance:**              The Mayor led the constituents in reciting the Pledge

**ROLL CALL**                Present: Trustee Bell, Coleman, Grant, Jasinski, Sapp and Williams

**Staff Present:**            Admin. Wiszowaty, Fire Chief Barrett, , Dir. Anthony Finch, Dir. Michelle Royster,  
Dir. Allen Vavrik

##### **Others in**

**Attendance**                Village Eng. Jennifer Prince, Atty Amber Samuelson

#### **4). CLOSED SESSION**

There was no Closed Session

**5). APPROVAL OF MINUTES- None**

**6). PUBLIC COMMENT- None**

#### **7). REPORTS OF OFFICERS**

- a. Mayor's Report: Mayor Derrick Burgess reported:  
Trustee Debbie Williams will be Acting Clerk for this meeting in the Clerk's absence.
- Commented on the latest health alert received by Cook County Commissioner Toni Preckwinkle. Copies are available in the Village Hall.
  - Employees will be given a mandate on how we will move forward with the new mandates limiting exposure at the Village Hall as well as mandates pertaining to local businesses,

recreation and entertainment venues with regards to indoor seating. The new mandates will begin January 3, 2022.

- The CDC has not reinstated the phases at this time.
- Masks continue to be required and visitors will be limited. Professional sanitation will be performed at the end of the week and maintained by staff weekly.

**b) Village Clerk Marva Campbell-Pruitt- Absent with Notice-No report**

**c) Village Administrator – Joseph Wiszowaty reported:**

- Presented fund balances.
- Liquor licenses have been received and approved for renewal for January 1<sup>st</sup>.
- The Village received reimbursement for payment for the demolition of 22491 Yates from the mortgage holder. This was for \$12,350.00
- The Village will be hand delivering notices tomorrow to each business subject to the enhanced COVID-19 mitigation requiring vaccinations for patrons of dining, entertainment, and fitness facilities. These are mandates ordered by the Cook County Department of Public Health Order #2021-11
- The Village currently has 18 grants and assistance totaling \$9,382,000 which we will be managing including a \$5 million US EDA request made in November.
- There are three presentations for a commercial development, another for Planning Technical Assistance and a Water Loss Control Plan Report. Additionally, we will have two Class 8 Property Tax Incentives at our next Committee of the Whole meeting.
- US Bank has begun a \$700,000 renovation at their property located at 2500 Sauk Trail. The renovations will be exterior and interior remodeling including new signage. The Village held a kickoff meeting with the contractor, and we have issued permits on this project, and they hope to have it completed by early spring 2022.
- The Illinois Housing Development Authority has released the Village's Round 5 Abandon Property Program (APP) funding and is allowing us to consolidate that with the Strong Communities grant the Village was awarded in 2021. This allows the Village to utilize the \$250,000 it was awarded for demolitions and acquisitions in addition to the Strong Communities funding. This will provide us with a robust housing program, blight mitigation and maintenance plan for 2022.
- An RFP for grass mowing will be prepared for 2022 season.

**d) Corporate Counsel- Atty. Amber Samuelson, Ancel Glink – No report**

**e) Treasurer's Report – Anthony Finch**

- Presented fund balances.

**f) Village Engineer –Jennifer Printz, Robinson Engineering reported:**

- 2021 CDBG Project: The resolution for the subrecipient agreement has been submitted to Cook County.

- Sanitary Sewer Cleaning and Televising Project: Request for Payout 2 has been submitted to the Village for review.
- 2020 TIF Resurfacing & Sauk Pointe Drive Intersection Improvements Project: Legal description and easement exhibit has been sent to the developer. Once easement has been prepared by the developer's attorney and signed by the appropriate parties, installation of the sign will commence.
- 2022 Roadway Resurfacing Work – We will be moving forward with the preparation of the Village's 2022 roadway improvement projects which will utilize CDBG, MFT and Rebuild Illinois funds in early January.

Mayor Burgess inquired for an update on the railroad crossing. Ms. Printz stated once the damaged delineators are repaired they will contact the railroad.

## 8) REPORTS FROM DEPARTMENTS

- a) Police Department- Chief Malcolm White- Absent- No report
- b.) Fire Department- Chief Stephen Barrett reported:
- Fire Department responded to 105 calls for service for the period December 14, 2021, thru December 28, 2021. There were no major incidents.
  - Cold weather is here to stay for a while. Please change your furnace filters and have your furnaces serviced.
  - Please be careful driving as the roads become slippery.
  - The Covid crisis continues. Please continue to wear your masks indoors. Getting vaccinated protects you and others.
- c) Emergency Management Agency- Director Allen Vavrik reported:  
EMA responded to 10 calls of service for the time of December 11, 2021 through December 24, 2021-
- 5 Accidents
  - 1 Village Wide Weather Watch
  - 1 Fire Alarm
  - 1 Down Wires
  - 1 Smoke Investigation
  - 1 Assist SVPW with Traffic control at Sauk Trail and Train Tracks / repair and or replacement of reflective ballards.
- d) Finance Department- Director Michelle Royster requested that the Payroll and Accounts Payable be approved for the combined totals of \$643,314.03.
- e) Public Works: Director Anthony Finch reported:  
There are two motions on the floor tonight-
- Motion to waive competitive bidding requirements to approve an agreement in the amount of \$28,185.00 for Itron Choiceconnect Meter Reading Solutions for technical support and software update. (as well as annual maintenance and membership costs of \$4,584.00)

- Motion to waive competitive bidding requirements and approve the contracts relating to the asphalt paving work from 224<sup>th</sup> Street to 225<sup>th</sup> Street on Theisen Avenue for the sum of \$29, 400.
- The delineators are repaired with the exception of one or two.

f.) Community Development – Director Antonio Cooper-Absent – No report

## 9) REPORTS OF STANDING COMMITTEES AND TRUSTEES COMMENTS

a) Public Health & Safety- Trustee Bell announced the next meeting on January 20<sup>th</sup>, 7:00 pm

b) Ordinance Review: Trustee Coleman had no report.

c) Budget, Finance & Audit: Trustee Grant thanked Director Royster for providing the Budget to Actual report last week.

d) Housing and Intergovernmental Relations: Trustee Jasinski had no report.

e) Public Services: Trustee Sapp had no report.

f) Community Development: Trustee Williams provided an update on the events of 12-29-21-

- Covid Testing will take place between 3pm and 7pm
- Vaccines for all ages, including boosters, will be available from 4pm-7pm. The link to book an appointment was provided. Walk-ins are welcome.
- The Blood Drive was cancelled due to the lack of staff by the provider.

## 10) REPORTS OF COMMITTEES AND COMMISSIONS

a) Senior Advisory Committee – Chairman Emmett Farmer – Absent- No Report

b) Fire & Police Commission – Chairman Francine Anderson- Absent- No Report

c) Zoning and Planning Board of Appeals Commission – Chairman Charles Pondexter – Absent- no report

## 11.) INFORMATIONAL ITEMS TO BE ACCEPTED AND PLACED ON FILE- None

## 12.) ORDINANCES AND RESOLUTIONS

1) A Resolution Approving an Agreement with Jones Accounting & Business Services, LLC and directing the Mayor to execute an Agreement.



Trustee Sapp moved, and Trustee Jasinski seconded

On Roll Call

Ayes: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

Nays: None

**MOTION CARRIED**

**13) UNFINISHED BUSINESS**

**14) NEW BUSINESS**

**A. FINANCIAL MATTERS**

1) Motion to Approve Accounts Payable, Disbursements, and Payroll and authorized the Finance Department to Remit Payment in the Combined Totals of \$643,314.03.

Trustee Jasinski moved, and Trustee Coleman seconded

On Roll Call

Ayes: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

Nays: None

**MOTION CARRIED**

2) Motion to waive competitive bidding requirements and approve the contracts with D. Anderson Contracting, Inc. for the sum of \$29, 400 relating to the asphalt paving work from 224<sup>th</sup> Street to 225<sup>th</sup> Street on Theisen Avenue, and to direct the Finance Department to remit payment from the Water Account #300.000.870.000

Trustee Jasinski moved, and Trustee Coleman seconded

On Roll Call

Ayes: Trustees Bell, Coleman, Grant, Jasinski, Sapp, Williams

Nays: None

**MOTION CARRIED**

**B. ACTIONS ITEMS**

1) Motion to waive competitive bidding requirements for a single source provide and approve an agreement with United Systems & Software, Inc. in the amount of \$28,185.00 for Itron Choiceconnect Meter Reading Solutions and authorize the Mayor to execute the same; and include annual maintenance and membership costs of \$4,584 and further direct the Finance Department to remit payment from the appropriate Water Department Account.

Trustee Jasinski moved, and Trustee Sapp seconded

On Roll Call

Ayes: Trustees Bell, Coleman, Jasinski, Grant, Sapp, Williams

Nays: None

**MOTION CARRIED**

**15) GENERAL COMMENTS – MAYOR BURGESS**

Mayor Burgess reported we may be going back to the phases. Be careful. Wear masks. Use the hallway in the Village Hall to converse.

**Happy New Year from the Mayor, Board and Staff!**

**16) ADJOURMENT**

Mayor Burgess requested a motion to adjourn at 7:35 p.m.

Trustee Bell moved, and Trustee Sapp seconded.

The motion carried by a unanimous roll call vote.

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Derrick Burgess, Mayor

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Trustee Debra L. Williams, Recorder

Attest:

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Marva Campbell-Pruitt, Village Clerk

