

# The Regular Meeting Minutes Of The Board Of Trustees For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, December 8, 2009 At #90 Town Center Drive, In The Village Of University Park.

## A. CALL TO ORDER

Mayor McCowan called this regular meeting of the Board of Trustees to order at 8:07 p.m.

## B. ROLL CALL

Mayor:	Alvin R. McCowan	Present
Trustees:	Sharon A. McGuire	Present
	Oscar H. Brown, Jr.	Absent (arrived @ 8:09)
	Vivian E. Covington	Present
	Keith J. Griffin	Present
	Joseph E. Roudez, III	Present
	Larry B. Brown	Absent

Also present were Interim Village Manager/Finance Director David Sevier, Village Attorney Forest Miles, Village Treasurer James Ellis, Police Chief Mel Easley, Executive Liaison Johnna Townsend, Public Works Director Jerry Townsend, Parks & Recreations Director Robert Graham, Cable Studio Manager Christel Allen, Economic & Community Development Director Kimberly Porter, and Village Clerk Dorothy R. Jones

## C. PLEDGE OF ALLEGIANCE

Mayor McCowan led the audience in the pledge of allegiance to the Flag of the United States of America.

## D. READING OF MINUTES

Trustee McGuire moved, Trustee Roudez seconded a motion to approve minutes of the regular meetings of the Board of Trustees held November 10, 2009 and November 24, 2009 as presented.

Ayes: Trustees McGuire, Covington, and Roudez.  
Nays: None  
Absent: Trustees Oscar Brown and Larry Brown.  
Abstained: Trustee Griffin.  
***Motion to approve carried.***

## **E. NON-DISCUSSION AGENDA**

### **E -1: Village Manager's Report**

Interim Village Manager David Sevier reported that due to a small fire or smoke at the Golf Club, Fire Chief Charles Exner, IT Director Deryl and Golf Club Manager Paul Blockoms would not be at the meeting tonight.

Trustee Griffin requested an update on EEOC complaints.

Trustee Oscar Brown asked to know the number of complaints received that led to the decision to extend the hours at the golf club, and asked to know the number of employees on duty at the golf club on November 23, 2009.

Trustee Griffin asked why there is a tax increase in the levy, if the Village of University Park is solvent.

Manager Sevier responded to Trustees Griffin and O. Brown noting that a discussion of the tax levy was had with the finance committee where it was noted that with TIF I coming off the roll, and that since the Bond Issue was not completed before the end of the year the relief would not be realized until 2011, therefore there was a possibility of a tax increase. Relating to concerns by Trustee O. Brown, Mr. Sevier stated that this was a recommendation from the Advisory Committee, along with Staff which would be monitored monthly, and adjusted according.

### **E-2: Mayor's Report**

Mayor McCowan recognized Cable Studio Manager Christel Allen who presented awards to Young Broadcasters Lawson, Mason, David McDowell, Bean and L. Round. She also noted that classes for the next session would begin December 19, 2009.

#### **Swearing In Of Police Officer:**

Accompanied by Mayor McCowan, Police Chief Mel Easley and Fire & Police Commissioner Jimmie Young, Village Clerk Dee Jones administered the Oath Of Office to Police Officer Jolene Rodriguez.

Mayor McCowan commended resident Jamal Powell for bringing forward the need for retaining PACE Bus service on weekends in the Village of University Park, and thanked Director Kim Porter for her assistance in moving the project forward.

### **E-3: Committee & Commission Reports**

Trustee McGuire gave an update on the 2010 Census Committee, including jobs available with the Census Bureau; an update on survey relating to formulation of a Chamber of Commerce, and her approval of the mock vehicle sticker for 2010-11 that reminds residents of the importance of completing the census forms. Trustee McGuire explained the importance of everyone being counted in the census and how the information is completely confidential.

Trustee Covington reported on the success of the first coat drive and thanked Mr. John Tatum, BIG (Blacks In Government), Mr. & Mrs. Greer, Mrs. Gloria Brookins and churches in the communities for donations of coats, and to School District 201-U for the ID and the Village of University Park for its support. She noted that they gave away 127 coats and 40 to PADS, and announced that a final distribution would be December 19<sup>th</sup> at #90 Town Center Drive from 2:30 p.m. – 3:30 p.m. along with pictures with Santa.

### **E-4: Reports Of Other Officers**

Interim Village Manager Sevier reported that he had received checks from the firm of McCarthy, Duffy and Attorney Forest Miles & Family to kick off the Educational Scholarship Fund. He also reported that Fire Chief Charles Exner had extended an invitation to the Board to tour the newly renovated fire department.

Police Chief Mel Easley noted that during his last report, he neglected to include the assistance of Officer Shaun Apps relating to an incident in unincorporated Crete Township, and noted that Officer Apps was actually the one who apprehended the suspect as detailed in a letter of thanks from Will County Sheriff Paul Kaupas. Chief Easley noted that Officer Apps is also the Truck Weight Control Officer, and that last week the program took in \$1,200.00 in fines.

Public Works Director Jerry Townsend reported that an STP Grant has been submitted to SSMMA for assistance in more roadway projects. He noted that this would be a 50/50 grant; he gave an update on the IDOT road projects.

## **F. DISCUSSION AGENDA**

## **F-1: UNFINISHED BUSINESS**

**F-1a: Third Reading – Ordinance Authorizing The Execution Of An Intergovernmental Agreement And Easement With The Forest Preserve District Of Will County, Illinois In Connection With Improvements To Will-Center Road**

Attorney Miles requested that the Mayor and Board consider a table of this item until other details relating water issues are worked out.

Mayor McCowan asked if this delay would have any effect on completing the road by next school year.

Trustee Griffin moved, Trustee Covington seconded a motion that the Board approves a table of this ordinance.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin, and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion To Approve Table Carried.***

## **F-2: NEW BUSINESS**

**F-2a: First, Second And Third Readings – Ordinance Amending Chapter 1440 Of The Building And Housing Code Entitled "Permit And Inspection Fees"**

Trustee Roudez moved, Trustee McGuire seconded a motion that the Board approves first, second and third readings of this ordinance.

Trustee Covington asked if there was justification for the increase in the fees associated with this ordinance.

Director Kim Porter responded that our fees were not competitive with fees in other municipalities, and that fees for the inspector would not be paid from the Village, but from fees collected for permits.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin, and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion To Approve Carried***

***Ordinance Number 2009-47.***

**F-2b: 1<sup>st</sup> Reading – Ordinance Amending Chapter 294 Entitled “Parks And Recreation Advisory Committee” To Merge Into Chapter 294 Certain Functions Of Chapter 295 Entitled “Youth Commission”; And, Revoking Chapter 295**

Trustee Roudez moved, Trustee Covington seconded a motion that the Board approves first reading of this ordinance.

Trustee Covington voiced her concern with the usage of the facilities, and how that would be handled.

Ayes: Trustees McGuire, Oscar Brown, Covington, and Griffin.  
Nays: None.  
Absent: Trustee Larry Brown.  
Abstained: Trustee Roudez (committee member.)

***Motion To Approve Carried.***

**F-2c: Bills Payable**

Trustee Covington moved, Trustee McGuire seconded a motion to approve the listing of the General Operating Expenses that the Village of University Park has incurred for the last two (2) weeks from November 25, 2009 to December 9, 2009. The following funds will be charged for these expenses:

General Operation Fund	\$	302,204.64
General Operation Fund	\$	12,500.00
Debt Service	\$	500.00
Road and Bridge Fund	\$	23,380.13
Town center Operations	\$	81.22
University Golf Club	\$	56,696.41
Capital Project Fund	\$	34,861.82
TIF I – Town Center Fund	\$	26,518.75
TIF II – Industrial Park Fund	\$	1,640.25
TIF IV – Governor’s East Fund	\$	<u>1,185.00</u>
<b>Total</b>	<b>\$</b>	<b>459,568.22</b>
		=====

Trustee Covington questioned payment of check #68425, and asked if there is a need for participation in an EAP program.

Trustee Griffin questioned payments for the following checks: Check numbers 68347, 68451 and 68372 (Ford Motor); check number 68409 Dept of Revenue; 68367, 68346 and 68328 (Refunds on escrows). He also asked for a breakdown on expenses for repairs to the Fire Station, and if CMT has a current contract with the village, or are they used as needed, and when will the contract be reviewed.

**Bills Payable – continued:**

Interim Manager Sevier responded noting that EAP is a service offered to employees and their families, and must be paid annually, not on a when needed basis, and that the checks in question are for payments for nine leased police vehicles; Escrow payments are refunds to individuals who put the money into escrow to guarantee repairs, and petty cash for the ATM machines is not as much during the winter months.

Ayes: Trustees McGuire, Oscar Brown, Covington and Roudez.  
Nays: Trustee Griffin.  
Absent: Trustee Larry Brown.

***Motion To Approve Bills Payable Carried.***

**G. GENERAL PUBLIC COMMENTS**

Ms. Patti Guinn asked the Board to find another location to hold executive sessions, because she feels it is inappropriate for the public to be asked to leave the premises.

Mr. Robert Travis asked why so many checks are cut for DJ payments at one time.

**H. BOARD CAUCUS**

Mayor McCowan suspended the meeting from 8:55 p.m. to 8:57 p.m. to allow the Board time to caucus. He reconvened the Board meeting and the following responses were given to concerns raised by residents under general comments:

Responding to the concern of Ms. Quinn, Mayor McCowan stated that there is no space in the storage room for the Board to meet for executive sessions, but the Board would look at alternatives.

Responding to the concerns of Mr. Travis, Mr. Sevier stated that checks are cut on a monthly basis for entertainment at the Golf Club.

**Motion To Add Item To Agenda**

Mayor McCowan requested the Board's concurrence in adding an executive session for purposes of negotiation to the agenda.

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board approves a motion to add an executive session to tonight's agenda.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion to approve carried.***

## **I. ANNOUNCEMENT OF SCHEDULED MEETINGS**

Public Hearing – Tax Levy and Special Meeting of the Board of Trustees  
December 22, 2009 at #90 Town Center Drive.

## **J. TRUSTEES' COMMENTS**

## **K. EXECUTIVE SESSION**

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board move into executive session for purposes of negotiations at 9:10 p.m.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion to approve carried.***

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board move back into regular session for clarity on executive session exemption at 9:20 p.m.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion to approve carried.***

Attorney Miles informed the Board of the exception to the Act if it involves discussion of possible land acquisition in conjunction with these negotiations.

Trustee Roudez moved, Trustee McGuire seconded a motion that the Board move back into executive session for purposes of negotiations and possible acquisition at 9:24 p.m.

Ayes: Trustees McGuire, Oscar Brown, Covington, Griffin and Roudez.  
Nays: None.  
Absent: Trustee Larry Brown.

***Motion to approve carried.***

The Board returned from executive session at 9:50 p.m. and resumed the regular meeting.

**L. ADJOURNMENT**

Trustee McGuire moved, Trustee Roudez seconded a motion to adjourn the regular Meeting of the Board of Trustees at 9:51 p.m.

***Motion to Adjourn Carried By Voice Vote.***

Respectfully Submitted,

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Dorothy R. Jones, CMC  
Village Clerk

/drj