

**Minutes Of A Regular Meeting The Board Of Trustees For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, July 13, 2010 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 8:45 pm.

**B. ROLL CALL**

Mayor:	Alvin R. McCowan	Present
Trustees:	Sharon A. McGuire	Present
	Oscar H. Brown, Jr.	Present
	Vivian E. Covington	Present
	Keith J. Griffin	Present
	Joseph E. Roudez, III	Present
	Larry B. Brown	Present

Also present were Interim Village Manager/Finance Director David Sevier, Village Attorney Forest Miles, Village Treasurer James Ellis, Deputy Police Chief Gregory Box, Executive Liaison Johnna Townsend, Public Works Director Jerry Townsend, Parks & Recreations Program Supervisor Keely Childress, Economic & Community Development Director Kimberly Porter, Golf Club General Manager Paul Blockoms, Fire Chief Charles Exner, 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 Oscar Brown moved, Trustee Covington seconded a motion that the Board approves minutes of the regular meetings of the Board of Trustees held May 25, 2010.

**Roll Call –Minutes:**

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

***Motion Carried.***

Trustee Oscar Brown moved, Trustee Covington seconded a motion that the Board approves minutes of the regular meetings of the Board of Trustees held June 8, 2010

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

***Motion Carried.***

**E. NON-DISCUSSION AGENDA**

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

Interim Village Manager David Sevier reported that now that he is back from vacation he has been busy getting things together.

Trustee Roudez commented on the need to have signage directing the public of the new location of the offices of Code Enforcement and Economic Development.

Trustee Griffin asked the number of parolees and sex offenders in the Village of University Park and suggested that the Village should do a better job of monitoring and informing the public of these individuals; he asked the number of domestic violence calls, and commented that the information given to the individuals was not adequate, and asked if we could re-instate the Community Service Officer; he asked for a status on his complaint that certain Code Enforcement employees were seen in the shopping center in Monee and Richton Park during normal work hours.

Manager Sevier responded to some of Trustee Griffin's concerns noting that the employees were attending training outside of the Village of University Park and reported that were shopping during lunch break.

**Village Manager's Report – continued:**

Trustee Covington stated that she has several concerns including the following: She requested that all meetings be opened to all members of the Board of Trustees and that they not be excluded in any negotiations, especially when it concerns tax dollars i.e. Best Buy project; the check for the Martin Luther King Day at GSU was rejected because the check was more than 90 days old when attempt to deposit was made; she asked to know if any bills were paid after the June 22<sup>nd</sup> meeting was cancelled, and who authorized payment of those bills; where in the budget does it allow for additional FTE full-time employees have been placed at the golf club, village hall and parks & recreation, and asked what standard of labor laws are we following, if the village is operating within legal guidelines, and how can we prepare a person to fit a position that does not have the qualifications, pay them a salary and then pay for their education to become qualified for the position: what is the status of marking of village owned vehicles. She voiced her concern with the change on village stationary and envelopes that removed "the Village" from the title and on the village stickers; she has concern with the request of Trustee Larry Brown and the irrigation system for Palmer Park at a cost of \$8,000.00 and asked if this item went out for bid. She also asked for a status of the 2008 – 2009 Audits.

Trustee Larry Brown asked who is responsible for cutting grass and for maintenance at the Cityscape property. He also addressed the concern of Trustee Griffin relating to sex offenders and parolees and stated that the Department of Corrections or the Will County Sheriff is responsible for monitoring those individuals

Manager Sevier responded that the village cuts the outer edge and the bank is responsible for the other areas, however, he will direct Code Enforcement to proceed with cutting the grass and placing a lien on the property.

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

Mayor McCowan reported that Police Chief Mel Easley has retired after more than 25 years of employment, he wished him well, and noted that under his leadership University Park boasts of the lowest crime rate in the State with a 24% reduction in crime. He also asked for the Board's concurrence in approving a proclamation.

**Proclamation Honoring and Celebrating Dr. Robert C. Watkins, Jr.**

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board approves a proclamation Honoring and Celebrating Dr. Robert C. Watkins, Jr. on his 65<sup>th</sup> birthday.

Mayor McCowan read the proclamation.

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

***Motion Carried.***

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

Trustee McGuire reported on her efforts relating to the projects she was assigned to help move the village forward including working with legislators and lobbyist in the pursuit of funding options; scheduling a meeting with Industrial Park landowners who previously expressed interest in giving land to University Park; research potential TIF dollars and present them to the Board of Trustees for review during a workshop; weigh the pros and cons of building a new public works facility from the ground, and that she is requesting a meeting with Trustee Larry Brown to discuss his vision for the town center and on existing projects of where to locate Village Hall and discuss with him his thoughts around potential team effort in facilitating both projects toward completion.

Trustee Covington stated that she wants to be removed from the Parks & Recreation project that she was assigned, because she feels it would conflict with Trustee Roudez. She also reported on the latest meeting of the Cable Commission.

Trustee Griffin gave an update on the road projects that he was assigned and stated that he is working on the Cicero Avenue lighting project; working with Congressman Halvorson, Senator Hutchinson and Representative Dugan on additional funding for those projects.

Trustee Roudez reported on a meeting that he attended and participated in at GSU on July 8<sup>th</sup> that was sponsored by Congressman Halvorson, and noted that another meeting is scheduled for the end of July; He met with representative from Best Buy on June 24<sup>th</sup> in relations to the Resource Center.

Trustee Covington reported that she has received \$25,000.00 in free computer equipment from Applied Systems that will be used at the Cable Studio and voiced her concern with the proposed resource center.

Trustee Larry Brown reported on proposed renovations for the Town Center and progress of a grocery store and noted that he would have more information. He did note that without a current Audit, getting grant funding would be difficult.

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

Deputy Police Chief Greg Box reported that to date they have received \$78,000.00 from the overweight truck enforcement program; the police department will be increasing manpower with greater deployment between the hours of 5 to 9; relating to sex offenders and parolees he stated that the County and Department of Corrections monitors those individuals, and that all sex offenders must register with the Police Department. He also reported that they received a grant for five new laptop computers for squad cars.

Fire Chief Charles Exner reported that the new ambulance should be in service by July 28, 2010.

Public Works Director Jerry Townsend reported that due to more than 10" of rain last month mosquito population is at an all time high, however he has contacted Clarke Mosquito Company for additional concentration of spraying. He asked residents to assist with the problem by bagging their grass and lawn clippings. He also reported that he met with Baxter & Woodman relating to the Hickok Bridge and noted that re-decking of the bridge begins this Thursday and that they are looking at rebuilding the bridge; painting and scraping of the Town Center property will begin next week, and he is looking at cost for replacing all the signage at the Town Center.

Parks & Recreation Program Supervisor Keely Childress reported that Day Camp is underway, and to date they have 65 kids registered; the pool hours are weekdays from 2 until 7 and 12 until 6 on weekends.

Trustee Griffin noted that they are working on bath path lighting.

Golf Club General Manager Paul Blockoms reported that the free Junior Golf Camp is held Monday through Thursday with morning and afternoon sessions.

## **F. DISCUSSION AGENDA**

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

*None on agenda.*

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

**F-2a: Resolution - Accepting The Lowest Responsible Bid For The 2010 MFT Various Road Resurfacing**

**F-2a continued:**

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board approves this resolution awarding the bid to Iroquois Paving Corporation.

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

**Motion Carried**

**Resolution Number 2010 – 18.**

**F-2b: First, Second, and Third Readings – Ordinance Authorizing The Sale Of A Vacant Parcel Of Real Estate Consisting Of 16.23 +/- Acres Generally Located At The Northeast Corner Of Hamilton And Palmer Avenues In The Governor’s Gateway Industrial Park (TIF 2) Redevelopment Project Area [PINs 21-14-17-403-001-0000 and 21-14-17-403-005-0000]**

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

Trustee Covington asked for clarity on this item.

Attorney Miles explained the essences of this ordinance noting that this piece of property is adjacent to the other property that the Village sold to the prospective buyer. The property was a gift to the Village of University Park, and is basically in a wetland, and that after publication of the intent to sell, no other applications were received.

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

**Motion Carried**

**Ordinance Number 2010 – 30.**

**F-2c: First, Second, and Third Readings – Ordinance Amending Ordinance No 2010 – 10 Adopting A Redevelopment Agreement Pertaining To Redevelopment Site No 2a In Amended Redevelopment Project Area Number V [Clorox]**

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

**F-2c - continued:**

Trustee Covington asked if the language relating to employment of village residents clear, and that the company will not have our residents go through temporary service agencies and employed for less than 90 days, then fired to prevent from paying benefits.

Attorney Miles responded that the language relating to employment of residents is very strict with severe penalties for non-compliance.

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

Nays: None.

Absent: None.

**Motion Carried**

**Ordinance Number 2010 – 31.**

**F-2d: Resolution - Conditionally Authorizing The Acquisition Of A Jacobsen Cushman Truckster for the Golf Course.**

Trustee Roudez moved, Trustee Larry Brown seconded a motion that the Board approves this resolution.

Golf Club General Manager Paul Blockoms explained that in the past he had the use of a loaner from another facility, but that is no longer available.

Attorney Miles explained that this is not a final acceptance of an agreement, but a resolution to allow the Manager to proceed with negotiations. Before purchase is made it must be brought back for Board approval.

Trustee Griffin questioned outright purchase versus leasing the equipment.

Trustee Oscar Brown asked if there is another vehicle that could be used for the purpose needed in the interim.

Trustee McGuire asked Mr. Blockoms for a list of all equipment needed for the Golf Course.

Manager Sevier responded that they are in the process of putting together a list of all equipment.

Ayes: Trustees McGuire, Oscar Brown, Roudez, and Mayor McCowan.

Nays: Trustees Covington, Griffin, and Larry Brown.

Absent: None.

**Motion Carried**

**Resolution Number 2010 – 19.**

**F-2e: First, Second, and Third Readings – Ordinance Authorizing The Acceptance Of A Proposal From Fire Services, Inc. For The Acquisition Of A New 100' Aerial Ladder Fire Truck**

Trustee Covington moved, Trustee Oscar Brown seconded a motion that the Board approves first, second and third readings of this ordinance.

Fire Chief Charles Exner noted that a majority of the funds for this purchase \$650,000.00 would come from a grant, and the remaining \$199,053.00 would be the village's portion. The vehicle cost is \$800,000.00.

Trustee Griffin asked to know where the village's portion of the funds would come from.

Attorney Miles responded that he does not feel that financing would be a problem, because we could use the truck as collateral.

Fire Chief Charles Exner commented on the urgency of passing this ordinance noting that the financial report is due by the end of July, and the grant must be used by April 30, 2011, and that it takes from 240 to 270 days to build the truck to our specifications.

Trustee Larry Brown asked why was this item brought before the Board at the last minute.

Manager Sevier stated that funding could come from the new construction of Clorox, or from sale of the land.

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

**Motion Carried**

**Ordinance Number 2010 – 32.**

**F-2f: First, Second, and Third Readings – Ordinance Declaring Certain Fire Department Equipment No Longer Necessary Or Useful To The Village And Authorizing The Sale Or Disposal Of Said Equipment Along With Other Fire Equipment Previously Declared Surplus**

Trustee Covington moved, Trustee Oscar Brown seconded a motion that the Board approves first, second and third readings of this ordinance.

**F-2f – continued:**

Trustee Covington asked if this list included all items to be disposed of as part of this auction. Because she wants to be sure that no other items would be added without Board approval or knowledge. The response was to the affirmative.

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

**Motion Carried**

**Ordinance Number 2010 – 33.**

**F-2g: First, Second, and Third Readings – Ordinance Authorizing The Execution Of A Non-Exclusive Franchise Agreement With Comcast Of Illinois/West Virginia, LLC**

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

Trustee Griffin asked if the amount listed is the 5% fee that we should get.

Manager Sevier responded that the Village receives quarterly payments from Comcast that equates to approximately \$70,000.00 per year.

Trustee Larry Brown asked if this agreement with Comcast would prohibit other cable providers from coming into the Village of University Park.

Manager Sevier responded that it would not, as a matter of fact it would probably bring in competition.

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

**Motion Carried**

**Ordinance Number 2010 – 34.**

**F-2h: Bills Payable**

Trustee Covington moved, Trustee McGuire seconded a motion that the Board approves the listing of the General Operating Expenses that the Village of University Park has incurred for the four (4) weeks from June 9, 2010 to July 13, 2010. The following funds will be charged for these expenses:

**F-2h - Bills Payable – continued:**

General Operation Fund	\$	210,988.39
*General Operation Fund	\$	270,491.41
*Road and Bridge Fund	\$	14,681.65
Road and Bridge Fund	\$	35,098.65
*Town center Operations	\$	2,204.23
Town center Operations	\$	6,157.37
*University Golf Club	\$	106,123.53
University Golf Club	\$	89,037.26
Capital Project Fund	\$	43,128.61
TIF II – Industrial Park Fund	\$	401,820.18
TIF V Governors East Fund	\$	810.00
<b>Total</b>	<b>\$</b>	<b>1,180,541.38</b>

**Note that items with \* represent payable from June 22, 2010**

Trustee Covington stated that since we have reverted back to mileage for employees, if management could look at the amounts paid, and keep track of the usage. Relating to educational reimbursement, she asked if the Village of University Park has any type of policy that requires a commitment of at least five years, or that the employee must pay back the monies expended.

Trustee Griffin referred to check numbers 70349 – CMT and asked if the Engineers are working on any projects to justify those fees; check #70388 and asked how many more payments are due before we complete payments for the fire department renovations; check #'s 70370 – 71 and asked for clarity on those checks.

Manager Sevier responded that the Engineer has been working, and is still working on several projects, including the Will-Center Road project, Roadwork in the Village, and a large portion of their fees will be reimbursed back to the Village of University Park. He noted that check #'s 70370 – 71 are for electricity services, however, he is canceling that relationship and looking for cheaper rates.

Trustee Covington questioned the amount of payments to the Labor Attorney, Crete/Monee School District and Reinhart Foods.

Trustee McGuire asked how many more payments are due before we are finished paying for fire department renovations, and for an explanation for the amount of purchases from Reinhart Foods.

GM Paul Blockoms responded that they use Reinhart Foods for a large portion of food purchase, because of the high quality of their food products.

**Bills Payable – continued:**

Fire Chief Charles Exner responded that the internal punch list is complete, and they check each request for payment to ascertain that they are not duplications.

Trustee Larry Brown referred to check numbers 70446 – 47 tuition reimbursement, and asked what policy we have in place.

Manager Sevier responded that currently, there is no policy in place, however, there is language in the draft of changes to the policy manual, but the changes have not been approved by the Board.

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

***Motion Carried.***

## **G. GENERAL PUBLIC COMMENTS**

Mr. Robert Travis asked for a status of the bulletin board that he had requested; Status on progress of hiring a new village manager; under whose authority did the Village Manager pay any bills after the cancellation of the meeting of June 22, 2010; progress on Riegel Farm Sprinkler System; Status of Cleo's Liquor Store; Why was the salary of Keely Childress increased to \$75,000.00 and why is the Village paying for schooling for her to get a Masters Degree in order for her to be qualified for the job.

Mr. & Mrs. Reginald Martin addressed the Board and commented on the conditions of the retention pond in the Regent Road area.

Mrs. Mary Truss asked to know who is responsible for the removal of the "Village" from the logo; commented on the lack of cleanliness at the Aquatic Center and Riegel Farm; asked why was the meeting of June 22, 2010 cancelled, and if the elected officials would be paid for the meeting that was not held.

## **H. BOARD CAUCUS**

McCowan suspended the meeting from 10:30 to 10:35 pm to allow the Board an opportunity to caucus. The following responses were given relating to public comments:

Manager Sevier responded to Mr. Travis relating to the bulletin board and stated that the board has been ordered; relating to payment of bills, he stated that once the Board passed the budget, it allowed for operational bills to be paid; relating to Cleo's Store, he stated that there had been no the additional request for payouts on that project, and that there was an alarm system installed at Riegel Farm, not a sprinkler system. Responding to Mr. & Mrs. Martin he stated that he would have the Director of Public Works to look into the situation, and responding to Mrs. Truss relating to the cleanliness of the Aqua Center and Riegel Farm, he stated that the facilities are cleaned daily and as needed, but he would check into the complaint made by Mrs. Truss.

Mayor McCowan responded to concerns raised relating to the removal of "the Village" from certain literature, and stated that he would take the blame for that decision; relating to payment to elected officials for a cancelled meeting, he stated that elected officials are paid an annual salary, and relating to progress of the Village Manager position, he stated that item would be discussed in a closed meeting later tonight.

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

## **J. TRUSTEES COMMENTS**

## **K. EXECUTIVE SESSION**

Trustee Roudez moved, Trustee Covington seconded a motion that the Board move into executive session for purposes of personnel and litigation at 11:18 pm.

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

Nays: None.

Absent: None.

### ***Motion Carried.***

The Board returned from executive session at 11:57 and resumed the regular meeting.

## **L. ADJOURNMENT**

Trustee Roudez moved, Trustee Covington seconded a motion that the Board adjourns the regular meeting at 11: 58 pm.

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

Respectfully Submitted,

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Dorothy R. Jones, CMC  
Village Clerk

/drj