

Minutes Of A Regular Meeting The Board Of Trustees For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, August 10, 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 8:06 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	Absent (arrived @ 8:08)
	Larry B. Brown	Present

Also present were Interim Village Manager/Finance Director David Sevier, Village Attorney Forest Miles, Deputy Police Chief Gregory Box, Executive Liaison Johnna Townsend, Public Works Director Jerry Townsend, Parks & Recreations Interim Director Keely Childress, Economic & Community Development Director Kimberly Porter, Golf Club General Manager Paul Blockoms, Deputy Fire Chief Brian Chellios, Cable Studio Manager Christel Allen, 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 Oscar Brown seconded a motion that the Board approves minutes of the regular meetings of the Board of Trustees held July 27, 2010.

Reading Of Minutes – Continued:

Trustee Covington asked if the Clerk had been notified that several of her comments from the meeting of July 13, 2010 were not included in the minutes.

Village Clerk Dee Jones responded that the comments made by Trustee Covington at the meeting of July 13, 2010 were included in the minutes. However, those comments not made, that she e-mailed to the Clerk were not included, because minutes are to reflect what transpired, action taken, and a synopsis of those comments made at the meeting.

Roll Call –Minutes:

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

Motion to approve Carried.

E. NON-DISCUSSION AGENDA

E -1: Village Manager’s Report

Interim Village Manager David Sevier reported that everything is on track for Family Fling for August 14th. He also reported that the Village of University Park will be accepting applications and resumes for the following positions through Tuesday, August 31, 2010. Applications can be obtained and returned no later than 5:30 P.M. on the date above, at Village Hall; 698 Burnham Drive; University Park, IL 60484. All job description may be picked up at Village Hall or viewed on our website at www.university-park-il.com: Police Chief, Part-time Patrol Officer, Accounting Technician, Director of Parks and Recreation, Park and Recreation Supervisor, Part-time Before and Aftercare Supervisor, Part-time Before and Aftercare Coordinator, Part-time Maintenance Technician, Part-time Cook, Part-time Bartender and Part-time Waitress/Server.

Trustee Roudez commented on the need to have a standing date for Family Fling, and asked the Board to consider the first Saturday in August as the official date for Family Fling.

Trustee Oscar Brown asked for a status of repairs to the Town Center properties; the removal of town center broken signs; information on the process for repairing swings on park properties; asked if there is a Police Officer at Hickok & Blackhawk, now that school will be in session soon.

Village Manager's Report – continued:

Manager Sevier responded that Public Works had begun repairs to the exterior of the Town Center, but heavy rain, and the need for the employees to assist with Family Fling had delayed the project; relating to repairs to swings, he noted that they had toured the facilities and work had begun on replacing and repairing swings; He also noted that a Crossing Guard is placed at the intersection of Blackhawk & Hickok once schools starts.

Trustee Griffin stated that three meetings ago, Manager Sevier stated that he had received quotes for labeling village vehicles, and asked for a date that the project would be completed. He also asked why bills are paid two to three months late; why are bills from July 27, 2010 listed on this bills payable list, and if the Village pays tuition reimbursement for part-time employees.

Manager Sevier responded to Trustee Griffin relating to labeling of the vehicles, and stated that he has received quotes, however, this is a Board decision; he stated that all bills are not paid late, and July 27th bills were overlooked on the July 27th listing; and relating to tuition, he stated that the check has not been released, and they are looking for an interpretation of the Policy.

Trustee McGuire referred to the recent damage from the rain storms, and asked Manager Sevier if anything was being done to assist homeowners who suffered loss as a result of the heavy rain and flooding from reoccurrence of the same type of damage.

Manager Sevier responded that they are looking at installing drainage pipes in the affected area to help reduce flooding.

Trustee Covington stated that she agrees with Trustee Griffin relating to labeling of village vehicles, which she has requested several times. She stated that she has several concerns, including the following: To Village Manager Sevier, she stated that on July 13th Board meeting I made a follow-up request on the status of the Village Vehicles being marked. How many years is it going to take for this request to be honored? Why are requests from the Elected Officials being ignored? If there are any questions or investigations conducted, they come to us first because we are held responsible to comply with legislative policies and laws; Manager Sevier, you stated due to the over whelming FOIA request you would anticipate adding a temp service to assist. I thought with the hiring of two additional Clerks that would be a part of their duty requirements. Also that was why the redirection/reorganization of personnel having all accounting specialty at Village Hall, except Carol who is located at the Golf Course.

Village Manager's Report – continued:

Manager Sevier responded to Trustee Covington stating that he does not ignore requests from the elected officials, sometimes he is working on the matter, but the response is not always what is popular, and sometimes it takes longer than the officials expect, and some requests are for Board decisions, such as labeling of the vehicles, but those issues that are under his authority, he does address; and relating to the number of request under FOIA and the possibility of needing additional staff, he noted that the Clerk and Deputy Clerks are part-time with other operational duties, and if the number and magnitude continue there may be a need for additional help.

Trustee Oscar Brown asked the number of FOIA's been filed.

Clerk Jones stated she could not give an exact number, but we have received more request under FOIA in one month that the previous six to seven months. She also stated that it is not the number of request, but the magnitude of the request that sometimes makes it impossible to fulfill the request under FOIA requirements.

Trustee Covington stated to Attorney Miles that she has a Question on the muzzles for the dogs, and asked if we may amend that ordinance to remove them having a muzzle? I ask that due to a request from a resident in fear of issues with the heat and cost factor of the muzzles.

Trustee Covington asked Manager Sevier for a status on the Departments? She stated that The Police Dept. is without a Chief; the Fire Dept. is without a Deputy Chief, the Parks and Recreation is without a Director, what are the plans on full-filling these positions? She also stated that the title Secretary has been redefined due to technology. They no longer take steno and type. They are responsible to have the knowledge of computer applications, (Microsoft word, excel spread sheets, data manipulation etc.) and operating systems and etc. They are now referred to at different levels as Automation Clerks, Program Assistants, Management Analyst and Staff Assistants being the highest. Will their titles be modified to be more applicable to their duties?

Manager Sevier responded to Trustee Covington relating filling vacancies and stated that notices have been posted to fill those and other vacant positions; and relating to the position of secretary, he noted that these are bargaining unit classifications, as established with the State Labor Board, and there is a variety of different duties.

Village Manager's Report – continued:

Trustee Larry Brown commented on the condition of the unit where the Youth Athletic Association meets and stated that the air conditioning is not working, and that the temperature in the building is unbearable for the kids and adults. He asked Mr. Sevier if he could at least install fans in the unit. He also asked for a copy of the unofficial 2008 Village audit, and asked if we had applied for a waiver from the State Comptroller since we are so far behind in paying our bills.

Manager Sevier responded to Trustee L. Brown stating that they were aware that the air conditioning was not working, and offered an alternate site for the association to hold their meetings if they desired. He also noted that repairs to the air conditioning is part of the renovations to the town center; relating to the 2008 audit, he stated that the report is being reviewed by the 3rd tier of management of the firm, and since we have not been 36 months or more in arrears, we have not had a reason to request a waiver from the State.

Trustee Griffin stated to Attorney Miles that he has concerns with the Manager's ability to pay bills without prior Board approval, and stated that he wants him to look into the ordinance for possible amendments.

Trustee Covington asked Manager Sevier if he knew when the town center signs would be updated.

Manager Sevier responded that the signage is included in repairs to the town center.

E-2: Mayor's Report

Mayor McCowan began his report reading a thank you letter from a resident who had a medical emergency at her home involving her young grandson, and praised the excellent work of Officers Apps and Glowinski, along with the life saving efforts of Firefighter/paramedic Tom. He commented on the mosquito problem and asked Mr. Townsend to make sure that our abatement company is spraying and attempting to abate the problem. He also reported on aggressive meetings he is attending with other municipal officials, and noted that while we have problems, our problems are not as bad as some people wants everyone to believe, noting that we can pay our bills, lowest tax rate in the recent history of the village, they are bringing new jobs into town, and trying to develop a resource/training center, because we want more than the minimum number of jobs allotted by TIF Companies, we want to prepare our residents to be able to obtain and hold those jobs.

Mayor McCowan stated that while we have challenges, we are much better off than many communities. However, while we are working on our major road project, we cannot lose sight and ignore our local road project, and he wants Manager Sevier to keep the residents informed of all projects through the village brochure.

Proclamation Celebrating The Deanes-Rasberry Family

Trustee Roudez moved, Trustee McGuire seconded a motion that the Board approves a proclamation Celebrating the Deanes-Rasberry Family

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

Nays: None.

Absent: None.

Motion Carried.

E-3: Committee & Commission Reports

Trustee Covington reported that she attended yet another delightful meeting on the planning of Family Fling with the staff. We are still in need of Volunteers; I attended Saturday "Building Your Faith Worship Center" Back to school outing at Craig Park; July 31, - Celebrated with our Miller Chapel- Heath Fair; Later that same day - Celebrated with our Baseball Association Banquet at 90 Town center, and Today, I did a follow up with GSU regarding the Public Access Station: We will be meeting with the Liberal Arts Associate and the professor of Independent Film digital imaging. I have given them a synopsis of our overall vision, however, I along with our cable staff will be writing specifications of the project framework. She also stated that there are Three things in life that once gone never comes back Time, Words, Opportunity, and As another Trustee once said Help is on the Way.

Trustee Roudez reported on his efforts to bring the resource center to reality.

E-4: Reports Of Other Officers

Cable Studio Manager Christel Allen reported that they will be partnering with Governors State University relating to internships for the Studio, and that they have received twenty-four orders for the DVD of the Beauty and the Beast.

Parks & Recreation Interim Director Keely Childress reported that August 20th is the last day for summer camp; August 29th pool closes; applications for the Peer Leaders Program will be available beginning Saturday at Family Fling; J.E.W.E.L.S will meet weekly beginning in September, and Wednesday is Senior Fun Day.

. Reports Of Other Officers- continued:

Golf Club General Manager Paul Blockoms reported that September 11, 2010 they will be have Movies on the Green at the Golf Club, and at Pine Lake on September 27th. He also noted that every Monday there is Live Blues, and Thursday is Live Jazz at the Golf Club.

F. DISCUSSION AGENDA

F-1: UNFINISHED BUSINESS

None on agenda.

.F-2: NEW BUSINESS

F-2a: First, Second, and Third Readings – Ordinance Further Amending Chapter 1430 Entitled “Elevator Safety Standards” Of Title 2 Of The Building And Housing Code

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

Trustee Oscar Brown asked if there is an update on the cost of bringing elevators to code.

Kim Porter, Code Enforcement Director responded that the cost will be the responsibility of the property owner.

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

Nays: None.

Absent: None.

Motion Carried

Ordinance Number 2010 – 37.

F-2b: First, Second, and Third Readings – Ordinance Amending Ordinance No. 2010-27 Adopting An Intergovernmental Agreement And Easement Agreement With The Forest Preserve District Of Will County, Illinois In Connection With Improvements To Will-Center Road

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

F-2b: continued:

Trustee Oscar Brown asked for clarity on changes to necessitate this item.

Attorney Miles explained the essences of this ordinance noting that the exhibits, supplied to him, that he attached to the last ordinance were not the correct documents, and this ordinance is to attach the correct exhibits. He also stated that he has in his possession the documents from the Forest Preserve District.

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

Nays: None.

Absent: None.

Motion Carried

Ordinance Number 2010 –38.

F-2c: For Discussion Only– Ordinance Amending Title Six Of The Building And Housing Code To Add New Chapter 1471 Requiring The Registration And Maintenance Of Abandoned Or Distressed Residential Properties

Attorney Forest Miles stated that he brought this forward for input from the Board, because is cutting edge action that not many municipalities are taking this type of action. He noted that this ordinance might possibly place a burden on banks, and financial institutions, which could reduce the prospect of loans. He further stated that Trustees Covington and Oscar Brown are working on concerns that they want to see in this ordinance.

Trustee Oscar Brown noted some of the items that he would like contained in this ordinance, including: that terms of this ordinance are administratively enforced; definition of vacant should also include unimproved property, such as vacant land; apply all applicable village codes to maintenance requirements; specific penalty provisions, with daily penalties up to \$300.00 per day/occurrence, plus cost; and notice requirements to include Registered Owner address, property location, 30 day correction period. In other words, he would like to see this treated similar to condemnation proceedings. He also asked if these provisions could also cover rental properties.

Trustee Covington stated that she would send her comments to Attorney Miles.

Director of Economic Development/Code Enforcement Kim Porter stated that we need to make sure the ordinance is enforceable.

F-2d: Resolution - Authorizing The Execution Of A Correction To The Illinois Elevator Safety Program Letter Agreement With The Office Of The State Fire Marshal

F-2d: continued:

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

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

Motion Carried

Resolution Number 2010 –24.

F-2e: Resolution Ratifying A Collective Bargaining Agreement By, And Between, The Village Of University Park, And The American Federation Of State, County And Municipal Employees (AFSCME) Council 31, Local 3837

Trustee Covington moved, Trustee Roudez seconded a motion that the Board approves to table this item to an executive session with the Labor Attorney.

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

Motion to Table Carried.

F-2f: Appointment

Trustee Larry Brown moved, Trustee Roudez seconded a motion that the Board approves the appointment of Mr. Theo Brooks to the Board of Fire & Police Commissioners. Term will expire December 31, 2011.

Accompanied by Mayor McCowan, Trustee Larry Brown, Deputy Chief Greg Box, and Fire & Police Commissioner Jimmie Young, Village Clerk Dee Jones administered the Oath Of Office to Mr. Theo Brooks.

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

Motion to approve Carried.

F-2g: Bills Payable

Trustee Covington moved, Trustee Oscar Brown seconded a motion that the Board approves the listing of the General Operating Expenses that the Village of University Park has incurred for the two (2) weeks from July 28, 2010 to August 10, 2010. The following funds will be charged for these expenses:

General Operation Fund	\$	173,839.95
Road and Bridge Fund	\$	22,534.88
Town center Operations	\$	1,091.24
University Golf Club	\$	113,255.90
Capital Project Fund	\$	35,152.19
TIF I – Town Center Area Fund	\$	101.25
TIF II – Industrial Park Fund	\$	262.50
TIF III – Cicero Industrial Fund	\$	40.50
TIF IV Governors East Fund	\$	1,245.00
Total	\$	347,523.41

Trustee Griffin referred to check numbers 70637: 70651; 70683-84; and 70707, and asked for clarity on those items.

Deputy Fire Chief Brian Chellios responded that check #70637 is part of the ambulance purchase that would allow fire department personnel to enter buildings without keys.

Manager Sevier responded that check number 70651 to Aqua Water Company is for water for the aquatic center and facilities. He stated that the amount is large, because the Water Company only bills the village for that facility during the summer months; Check numbers 70683-84 are payments to Ford Motor Company for police squads and the Public Works vehicle, and check number 70707 is for unemployment payments.

Trustee Covington referred to check number 70722, payable to McGladrey & Pullen and asked for clarity on the amount, and asked how much longer would we deal with that company. She also questioned check number 70746, and large payments to the Labor Attorney.

Manager Sevier responded that check number 70722, payable to McGladrey & Pullen is for preparation of the TIF Audits; check number 70746 is refund for repair escrow, and the Labor Attorney has been working with mediations, contract negotiations and other labor related issues.

Trustee Larry Brown referred to check number 70752 and asked for clarity on this item.

Bills Payable – continued:

Golf Club General Manager Blockoms responded that payment is for new tabletops for the Golf Club, noting that no new tables had been purchased since the original tables were purchased, and this process is much cheaper than replacing all of the tables.

Trustee Covington stated that this item should have been brought before the Board and finance committee prior to tonight.

Mayor McCowan responded that the item was approved in the golf club budget, and tables had not been purchased since the original tables were purchased seven years ago.

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

Motion Carried To Approve.

G. GENERAL PUBLIC COMMENTS

Mr. Robert Travis asked for a status of the bulletin board that he had requested; progress on Riegel Barn Sprinkler System; why was the tape of the Village Board meeting of July 27, 2010 televised on channel TV4 at the beginning of the week of August 1st, and then removed during the week. He asked under what federal, state, or village ordinance allows the Board to prevent the televising of Village Board meetings, and since we receive funding from Comcast to operate a public access television, did we violate the agreement with Comcast; Are we going to move forward concerning moving Village Hall to the town center, and do we have any plans to do so, because it was previously mentioned that a committee may be set up for this purpose; and what about dredging Pine Lake since we receive fish from the State. He also invited the public out to the Golf Club on Monday and Thursday nights for live entertainment.

Ms. Patti Guinn addressed the Board and stated that some of the officials need to move the microphones closer, because the public cannot hear them; and that the Family Fling signs are beautiful, the dark background color makes them difficult to read.

Ms. Sandra Heard, Monee Township Assessor gave a presentation on assessed property value and how the EAV is determined.

General Public Comments – continued:

Ms. Debra Taylor commented that she has raised two beautiful children in the Village of University Park, and now she has the time and wants to give back to by helping with reading and physical fitness programs, and since she is also a former dance instructor she is working on Super Saturday, and more information to come at a later date.

Ms. Deborah Stroud reminded everyone about Senior Fund Day for Wednesday August 11, 2010 beginning at Noon.

H. BOARD CAUCUS

McCowan suspended the meeting from 9:29 to 9:34 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, and should be installed within the next two weeks; relating to dredging of Pine Lake he stated that the State has been contacted, and we are trying to be put on a schedule for dredging; that there was an alarm system installed at Riegel Farm, not a sprinkler system; Relating to the removal of the Village Board meeting of July 27, 2010 televised on channel TV4 at the beginning of the week of August 1st, he stated that technical problems with voice quality that the wrong date was on the caption were the reasons the airing was pulled; Comcast is aware of the problems and have been working with Staff to clear up the problem, and that we are not in violation of the agreement with Comcast by pulling the meeting.

Trustee Covington responded to Ms. Guinn relating to the sign and stated that the committee would check into the matter before next year's family fling.

Trustee Larry Brown responded to Mr. Travis relating to moving Village Hall, stating that he has been in contact with Senator Durbin and Will County Executive Larry Walsh seeking funding for the Town Center renovation project.

Mayor McCowan responded to the presentation given by Ms. Heard and stated that the Board would be scheduling a workshop relating to that topic in the near future.

I. ANNOUNCEMENT OF SCHEDULED MEETINGS

J. TRUSTEES COMMENTS

K. 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,

Dorothy R. Jones, CMC
Village Clerk

/drj