

**Minutes Of The Regular Meeting Of The Board Of Trustee For The Village Of University park, Will And Cook Counties Illinois, Held Tuesday, July 12, 2011 At #90 Town Center Drive, In The Village Of University Park.**

**A. CALL TO ORDER**

Mayor Covington called this regular meeting of the Board of Trustees to order at 8:42 p.m.

**B. ROLL CALL**

Mayor:	Vivian E. Covington	Present
Trustees:	Elizabeth Williams	Present
	Oscar H. Brown, Jr.	Present
	Milton C. Payton	Present
	Keith J. Griffin	Present
	Joseph E. Roudez, III	Present
	Larry B. Brown	Present

Also present were Village Manager Lafayette Linear, Village Attorney Forest Miles, Interim Village Manager Trevor Davis, Deputy Fire Chief Brian Chellios, Deputy Police Chief Gregory Box, Public Works Director Jerry Townsend, Parks & Recreation Director Keely Lewis-Childress, Golf Club Pamela Jackson, Executive Liaison Johnna Townsend, Cable Studio Manager Eddie Pearson, and Village Clerk Dorothy R. Jones

**C. PLEDGE OF ALLEGIANCE**

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

**D. READING OF MINUTES**

Trustee Griffin moved, Trustee Oscar Brown seconded a motion that the Board approves to Lay on the Table minutes of the Adjourned Special Meeting/Public Hearing held Thursday, June 2, 2011; Minutes of a Joint Public Hearing/Special Meeting of the Board of Trustees and the Plan Commission held June 14, 2011; and Regular Meeting held Tuesday, June 14, 2011.

**Reading of Minutes continued:**

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.  
Nays: None.  
Absent: None.

**Motion to Lay on Table Carried.**

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

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

Village Manager Lafayette Linear stated that he had no report at this time.

Trustee Oscar Brown requested an update regarding Regent Road, and the status of Atty. Miles reported that the letter of credit has been submitted to the bank, and acknowledged by the bank. Once the funds are received the street paving will be scheduled.

Mr. Linear responded that no action has been taken relating to hiring a Grant Writer.

Trustee Roudez thanked Mr. Linear for his input on the high-speed rail and thanked Mayor Covington for having the garage sale, and asked if there was any information on hiring at the Clorox Company.

Trustee Griffin stated that he wants a schedule for grass cutting, and asked if he can get help in understanding the METRA situation.

Mayor Covington commented that the agreement with Clorox only required that they hire thirteen residents, and that she wants to re-visit that re-development agreement. She also stated that Clorox is hiring and suggested that residents go on line to apply, and stated that she is looking at hosting a Business after Hours.

Trustee Payton stated that the Clorox Company representatives met with the Plan Commission, and indicated that they would not have a large number of employees.

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

#### **Swearing In Of Police Officers**

Accompanied by Mayor Covington, Trustee Larry Brown and members of the Board of Fire & Police Commissioners, Village Clerk Dorothy R. Jones administered the Oath Of Office to newly appointed Police Officers Julio Garcia, Charles Wynn and Steven Sockwell.

Commissioner Brooks reported on the hard work of the Fire & Police Commissioners to bring to this community the best qualified officers to better serve and protect residents. He applauded the efforts of the Board and the Police Department in making the necessary choices to keep the village safe.

**Proclamation Declaring Specific Dates for a Village- Wide Garage Sale**

Trustee Griffin moved, Trustee Roudez seconded a motion that the Board approves a proclamation declaring Saturday, August 6, as Village-Wide Garage Sale Day in the Village of University Park.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.  
Nays: None.  
Absent: None.

Mayor Covington read the proclamation, and acknowledged that this is something that Trustee Roudez has requested for some time.

Mayor Covington reported on the numerous meetings she has attended with various board members and staff, including a meeting with Governor Quinn and other South Suburban Mayor relating to the High-speed Rail and the matter relating to the awarding of additional Casinos in Illinois, stated that it was not clear what monetary incentives Des Plaines wants to offer other communities in this casino issue in the Chicagoland area; Relating to the third airport, Mayor Covington reported that issues relating to governance of that airport are on-going, and that the railway project has been moved to the forefront.

Mayor Covington stated that she met with State Representative DeLucca, and that he would be attending the regular meeting of this Board on July 26<sup>th</sup>, and that she wants to re-visit our Comprehensive Plan, and also look at alternative energy sources, which is one of the topics to be discussed at a meeting with GSU on July 15, 2011.

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

Mayor Covington stated that she wants a contest where the kids will create a Village Crest for the Village of University Park. Even though she wants it created by kids, others with artistic talents are invited to participate.

Trustee Griffin reported on meetings he has attended since the last meeting including an IDOT Meeting where he met with Senator Durbin's Chief of Staff; SSMMA; South Suburban African American Art; 40<sup>th</sup> Anniversary of Operation PUSH; South Suburban Business Bureau, and a meeting he attended with representatives of Aldi Food Stores.

Trustee Payton reported on meetings of the HSSEC Committee noting that the committee selected Mrs. Donna Gaston as Chair of that committee.

Trustee Payton stated that he was excited that four new members were at the last meeting, and that they have revised the functions of that committee as requested by Mayor Covington. He listed the numerous activities that the HSSEC committee is working on which includes, but is not limited to: Back to School Family Fling; Village wide garage sale; Block Club and Homeowners Association events; golf outing; coat drive, and Women's Health Month. He also noted that recognition banners have been approved, and the Mustang Club will participate, but they are asking for a donation, and that the funds received will be used to help the needy.

Trustee Payton suggested that participants for family fling should pick up applications at either the Village Hall or the University Park Library, and that shuttle bus service would be running during the entire day to assure rides for seniors and those needing rides to and from family fling. He also stated that the Upsetters Motorcycle Club has indicated their participation, and that pony rides will also be available. He stated that the committee has asked GSU and School District 201-U to assist with the Back to School Family Fling; colors for this year are gold and navy blue. Relating to a Farmers Market, he stated that it is difficult to get farmers market due to the amount of rain the region has experienced this year, but they are looking at other avenues for fresh foods. Trustee Payton noted that the Human Services & Special Events Committee meets every Saturday at 9:00 a.m. and invited interested individual to come out and volunteer.

Mr. Ed Johnson reported that he would be hosting Tennis Clinics for adults and children every Monday, Wednesday and Friday from 6 – 7 p.m. beginning July 11<sup>th</sup> through August 5<sup>th</sup>, and that the fee is \$60.00 per individual. Registrations are taken at the Parks & Recreation Department. Additional information is available by contacting Greg Murray at Parks & Recreation, or by contacting him at (708) 351-9073.

Parks & Recreation Director Keely Childress thanks Trustees Roudez and Larry Brown for their support of the softball league.

Ms. Deborah Stroud, Chair of the University Park Senior Citizens Committee read a resolution from the University Park Senior Citizens Committee expressing condolence to Mayor Covington and family in the loss of her mother.

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

Mr. Trevor Davis reported that the Human Resources Department is in the process of developing a HR Manual for Managers to bring them up to date, and that he will be updating the employee policy manual in the near future, and posting jobs for open positions soon. Additionally, he reports ted on meetings he has attended with Mayor Covington and other officials including a meeting he had with the Executive Director of YMCA of Chicago and the Illinois Department of Employment where he is attempting to bringing job training programs to this village for residents.

**E-4: Reports Of Other Officers – continued:**

Mayor Covington reported that the Mayor's Office in Chicago would be hosting a job fair on August 10, 2011 where they will take applications and interview the same day.

Trustee Payton stated that he met with Trustees at Prairie State College relating to making their training programs more attractive.

**F. DISCUSSION AGENDA**

**F-1: UNFINISHED BUSINESS**

**F-2: NEW BUSINESS**

**F-2a: First, Second and Third Readings – Ordinance Approving an Agreement with Information Plus Professional Services**

Trustee Payton moved, Trustee Oscar Brown seconded a motion that the Board approves this ordinance.

Trustee Williams asked to know how often the Newsletter would be published. Mayor Covington responded that it would be monthly.

Trustee Larry Brown summarized his positive experience with this company, and stated that with this agreement, we would bridge the gap between residents, GSU and surrounding communities, and if the Board is not satisfied with the services, the contract can be terminated.

Trustee Roudez asked if Information Plus and Mr. Walter Perkins is the same. Mayor Covington responded that they are.

Trustee Griffin asked if the fee for printing is included in the cost of services. Mayor Covington responded that printing cost is not included.

Ayes: Trustees Williams, Payton, and Larry Brown.

Nays: Trustee Oscar Brown, and Roudez.

Abstained: Trustee Griffin.

Absent: None.

**Motion To Approve Carried**

**Ordinance Number O2011-13.**

**F-2b: Second and Third Readings – Ordinance Approving an Agreement with Andrew Brorsen of Brorsen Appraisal Service, P.C. for Appraisal and Negotiation Services of State-Owned Right-of Way Acquisitions in Connection with the University Parkway Improvements Project (this item will be distributed by Atty. Miles on Tuesday night).**

**F-2b – continued:**

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

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.  
Nays: None.  
Absent: None.

**Motion To Approve Carried**

**Ordinance Number O2011-14.**

**F-2c: Second, and Third Readings – Ordinance Approving an Agreement with Ken Polach of the Polach Appraisal Group for Appraisal and Appraisal Review Services of Local Right-of-Way and State-Owned Right-of-Way in Connection with the University Parkway Improvements Project (this item will be distributed by Atty. Miles on Tuesday night).**

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

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.  
Nays: None.  
Absent: None

**Motion To Approve Carried**

**Ordinance Number O2011-15**

**F-2d: First, Second, and Third Readings – Ordinance Authorizing The Acquisition Of Assorted Health Club Equipment From Kids Health Club**

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

Trustee Oscar Brown stated that he thinks this is a good idea, but he has concerns with some of the terms, and that he did some research and visited the Kids Health Club.

Trustee Oscar Brown moved, Trustee Roudez seconded a motion that the Board approves to amend the main motion as follows: **Strike paragraph 4 of the preamble and replace with** “Whereas, the Board has determined that an overall comprehensive plan for the Town Center is needed, including components for the resident’s health, the acquisition of job skills, to increase the flow of traffic to the Town Center; and

**F-2d – continued:**

*Whereas, the Board has determined that the equipment list in Exhibit “A” of the original Ordinance is not unique and should be open for competitive bidding as shown on Exhibit “B”, and*

*Whereas, the Board has determined that in order to operate a community health center with a component involving children’s health requires planning to include, but not limited to, hours of operation, insurance, cost of build out and equipment.”*

**And strike paragraph 1 and replace with:**

*That the Village Manager is hereby authorized and directed to investigate and report back to the Board within 30 days or at the next Board retreat, which ever is sooner, about the viability of a Community Health Center with a component for children.*

- a) *This report shall include, the estimated cost of equipment, estimated cost of build out, estimated cost of operation, insurance issues, and other factors the Village Manager believes are important to the operation of a Community Center*
- b) *The Village Manager may spend an amount not to exceed \$1,000.00 for this initial investigation if he deems it necessary.”*

**And,**

***To strike paragraph 2 and replace with:*** *That the Village Manager is hereby authorized and directed to exclude any location within the Town Center where funds have been authorized or expended for other projects within the Town Center.”*

**And,**

**Strike paragraph 3 starting with the word “and” and replace with:** *“must be followed for the purchase of any equipment and construction cost with the exception of the \$1,000.00 allocated for the initial investigation.”*

Mayor Covington stated that she asked for comments two weeks ago, and that Trustee Brown contacted her today with these suggested changes.

Trustee O. Brown responded that he just received the information today, and had an opportunity to tour the facility, and see the equipment.

**Roll Call on this amendment**

- Ayes: Trustees Williams, Oscar Brown and Roudez.  
Nays: Trustees Payton, Griffin, Larry Brown and Mayor Covington.  
Absent: None.

***Motion Failed to Carry.***

**F-2d – continued:**

**Motion To Amend To First And Second Readings Only Tonight:**

Trustee Roudez moved, Trustee Williams seconded a motion that the Board approves first and second readings only tonight.

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

***Motion Failed to Carry.***

**Roll Call On Main Motion:**

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

***Motion To Approve Carried***

**Ordinance Number O2011-16.**

**F-2e: Resolution Of Condolences Honoring The Memory Of Mrs. Florine Burton**

Mayor Covington stated that since her mother was not a resident of this community she asked that this item be struck from the agenda.

Trustee Payton moved, Trustee Roudez seconded a motion that the Board approves that this item be struck from the agenda.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez, and Larry Brown.  
Nays: None.  
Absent: None.

***Motion To Approve Carried***

**F-2f: Bills Payable**

Trustee Roudez moved, Trustee Payton seconded a motion that the Board approves the listing of the General Operating Expenses that the Village of University Park has incurred for the last two (2) weeks from June 29, 2011 to July 12, 2011 in the following funds:



**F-2f: Bills Payable – continued:**

General Operation Fund	\$ 180,468.52
Road & Bridge	\$ 39,288.79
Towncenter Operations	\$ 431.00
University Golf Club	\$ 52,580.45
Capital Project Fund	\$ 8,028.61
TIF II Construction Project	\$ 1,950.00
TIF V Dralle Industrial Fund	<u>\$ 210,976.45</u>
	<b>\$ 439,723.82</b>

Trustee Griffin requested clarity on check numbers 73675; 73749 – 51; 73707; and 73726. He asked if we can get a service to handle the ATM, and questioned the expiration of the lease with the company.

Responding to questions from Trustee Griffin, Mr. Linear stated that check #73707 was for monthly payment for Fire Truck; check #73726 was for an invoice for the police department that had never been paid, and he would check into the issues relating to the ATM.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.  
Nays: None.  
Absent: None.

***Motion To Approve Carried.***

## **G. GENERAL PUBLIC COMMENTS**

Mr. Steve Allen commented that he welcomes the new Village Manager and the Human Resources Manager for bringing forward programs to get this village rolling again.

Mrs. Star Lawson commented that the University Park Youth Softball Team would hold its award banquet on Saturday, July 23, 2011 at #90 Town Center Drive from 1 p.m. to 4 p.m. she noted that the team took 2<sup>nd</sup> place this year.

Mr. Robert Travis asked if the technical resource center will be revisited, and asked the Board to consider taking first and second readings on an ordinance, and take final action at another meeting, and not do all three readings when the item is first presented.

**General Public Comments – continued:**

Ms. Carolyn Banks commented on the lights that are out at the entrance at Pine Woods Court; asked for the name of a contact person at the Will County Highway Department, because she was informed that that is the entity responsible for erecting guard rails at the curve near her home. She stated that there have been several accidents at that location, and something desperately needs to be done. She also stated that she is glad to hear about the up-coming business after hours, and asked if that information would be posted on the website.

Pastor John Tatum invited the public out to Craig Park on July 30, 2011 from 3 – 6 p.m. for their annual Praise In The Park Event. He expounded on the types of activities that are included in this event.

Ms. Druuada Henry congratulated Mayor Covington and the Board for listening to the concerns of residents and hiring new police officers, and noted that she is grateful that the newsletter will be brought back to help keep residents informed.

Ms. Sandra Heard reported that on August 9, 2011 the Will County Superintendent of Assessments will be at her office at #46 Town Center Drive to discuss tax assessments. She asked if the Human Resources Department is a new department, asked does it work in conjunction with Economic Development, and asked if the department is in the current budget.

## **H. BOARD CAUCUS**

Mayor Covington suspended the meeting from 10:08 p.m. to 10:15 p.m. to allow the Board to caucus, and the following responses were given to concerns raised.

Responding to concerns raised by Mr. Travis, Mayor Covington stated that the technical resource center is not a dead issue, and she will take into consideration to only do all three readings when it is necessary.

Responding to concerns raised by Ms. Banks, Mayor Covington suggested that she contact the public works director for information relating to the Will County Highway Department, and responding to concerns raised by Ms. Heard, she stated that she is attempting to bring back a Human Resources Department, because thirty years ago this village had such a department.

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

## **J. TRUSTEES' COMMENTS**

**K. EXECUTIVE SESSION**

**L. ADJOURNMENT**

Trustee Larry Brown moved, Trustee Roudez seconded a motion to adjourn the regular meeting of the Board of Trustee at 11:24 pm.

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

*Respectfully Submitted,*

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*Dorothy R. Jones, CMC  
Village Clerk*

/drj