

Minutes Of The Regular Meeting Of The Board Of Trustee For The Village Of University park, Will And Cook Counties Illinois, Held Tuesday, July 26, 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 8:20 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, Fire Chief Charles Exner, Deputy Police Chief Gregory Box, Public Works Director Jerry Townsend, Parks & Recreation Director Keely Lewis-Childress, Golf Club General Manager Paul Blockoms, Executive Liaison Johnna Townsend, Cable Studio Manager Eddie Pearson, Economic & Community Development Director Kim Porter, 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 minutes of the Adjourned Special Meeting/Public Hearing held Thursday, June 2, 2011.

Trustee Payton noted several sections in the minutes that he wanted changed including on page 1, he stated that Mr. Sevier stated that there had been no changes in the minutes since first reading, but that he, Trustee Payton disagreed with that statement, because he was aware that changes had been made that referenced \$120,000.00 relating to the Technical Resource Center.

Reading of Minutes continued:

Village Clerk Dee Jones responded that the minutes reflected what was stated and what had transpired at the meeting.

Trustee Payton referred to page 6, paragraph 6 and stated that it reads “**everything is not listed**” but should read “**Trustee Payton responded that everything listed, is subject to further review**, and that what are presented are concepts for more detail process for future budget cycles. He also stated that all of his statements were not included in the minutes, and referred to page 7, last paragraph and stated that he expounded on the needs for the additional changes to the budget. Those details are attached to the minutes of June 2, 2011 on page 3 of the Proposed Budget as presented by Trustee Payton.

Since Trustee Payton was listing numerous changes, Village Clerk Dee Jones asked that he put those corrections in writing and e-mail them to her and that she would include them in the amended minutes.

Trustee Larry Brown referred to page 8, paragraph 5, and stated that he stated that **he would volunteer to work on the Grant Writing Committee, once the committee is formed.**

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

Motion Carried to Approve, as Amended.

Trustee Oscar Brown moved, Trustee Larry Brown seconded a motion that the Board approves minutes of a Public Hearing/Special Meeting of the Board of Trustees and the Plan Commission held June 14, 2011 as presented.

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

Motion to Approve Carried.

Trustee Griffin moved, Trustee Roudez seconded a motion that the Board approves minutes of a Regular Meeting of the Board of Trustees held Tuesday, June 28, 2011 as presented.

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

Motion to Approve Carried.

E. NON-DISCUSSION AGENDA

E-1: Village Manager's Report

Village Manager Lafayette Linear reported on the weekly updates that he provides the Board, and thanked his staff for their input, and asked the Board to give him feedback on their needs. He reported on meetings that he has attended with elected officials in an effort to help move the village forward.

Trustee Roudez referred to the Retention Pond on the GDC property, and asked if there had been any movement on that issue.

Attorney Forest Miles responded that he has submitted a draw on the Letter of Credit, and that the Village Engineer is scheduled to go out and review the site and conditions.

Trustee Griffin reported that there are lights are out at the front of the Police Department, in front of Code Enforcement Offices and on Burnham near Thornwood Drive.

Manager Linear referred the matter to Mr. Townsend for immediate attention and resolve.

Public Works Director Townsend stated that the outage on Burnham is jurisdiction of ComEd, and that there are underground wiring problems. However, he will continue to monitor the situation, and look into the outage at the police and code enforcement departments.

Trustee Payton thanked Mr. Linear for the weekly updates, and asked if he had received the tapes and records of the finance committee from Ms. LaVerne Williams. He stated that he thinks it is appropriate that the Village brings legal action against Ms. Williams for he return of the tapes, which are village property. He also referred to reported vandalism at Craig Park to portable potties, and asked if the lights could remain on and if cameras could be installed at the Park.

Deputy Police Chief Greg responded that the camera had not been updated in seven years. However, he would increase police patrol in that area.

Public Works Director Townsend stated that the the lights could be left on at night, but noted that there had been complaints from residents about the lights left on at night in the past.

Trustee Oscar Brown asked Manager Linear the status of hiring a Grant Writer.

Mr. Linear responded that no action has taken relating to hiring a Grant Writer, because the priority now is to hire a Chief of Police, Finance Director and an Engineering Firm.

Village Manager's Report – continued:

Mayor Covington stated that she wants school kids to design the next Village Sticker, and asked Mr. Linear to look into the matter; she also wants all office staff to become deputy registrars and notary public. This would make possible, at all times for these services to be available to the residents and public. She thanked Manager Linear, Executive Liaison Townsend for opening the cooling center, and for getting the message out to the public.

Trustee Larry Brown thanked Manager Linear for the weekly updates, and stated that he would like expanded information on police department including a police blotter and golf club activity with financial information such as revenue versus expenditures, cost of operations, etc.

Trustee Griffin stated that he had received several complaints relating to contractors from large companies such as Sears being required to get a license and building permit from the Village of University Park before they could install certain equipment such as heating and air conditioning units. He also asked what a resident if an emergency occurred late night or on holidays, and repairs were necessary at that time.

Manager Linear responded that contractors, no matter who they are, are required, by ordinance to be licensed and a building permit issued prior to work beginning. He noted that this is also a safeguard for the residents, in the event the work is improperly done not completed, because we require insurance and bond from contractors.

Code Enforcement Director Porter responded that if emergency work is required and the office is closed, the owner or contractor should come in the next day to pull permit, and for licensing.

Trustee Williams asked if the owner or a family member do the work would they have to pull a building permit.

Code Enforcement Director Porter stated that they would, noting that this is for the protection of the homeowner. She shared an incident where a resident had installed his own heating unit, without a permit, and a major tragedy almost occurred. Therefore, a building permit is required for that type of work, so our Inspectors could check out the installations.

Trustee Roudez stated that he would like for the Contractors List could be put on local Television.

Trustee Payton stated he wants a list of all repairs that require building permits posted on our website.

Manager Linear responded that Mayor Covington is working with Marketing to address those concerns.

Village Manager's Report – continued:

Mayor Covington commented on the need for the welcome packages to be brought back, and stated that perhaps the Human Services & Special Events Committee could work on that project.

E-2: Mayor's Report

Mayor Covington reported on the numerous meetings and events she has attended with various board members and staff, including meetings on July 22nd with Mr. Jim Garrett of Chicago Southland and stated that now the Village of University Park will be advertising in that publication; Representatives of IDOT regarding the Cicero Avenue Project where they voiced their concern with the proposed signage, but noted that IDOT would provide irrigation and shrubbery; University Park Baseball Association Banquet. On July 23rd she attended Jazz In The Park with State Representative Al Riley and Senator Toi Hutchinson; and the performance of the musical Cats by Crete-Monee; On July 29th she met with Park Forest President Oostenburg relating to Food Dessert, and with GSU President Elaine Mammon regarding working with the Village of University Park and making GSU a college town. She and Trustee Oscar Brown attended a meeting with PACE Officials and as a result she reported that the Village would be getting eleven new bus shelters with garbage receptacles and new seating, \$13,000.00 in revenue and a new PACE Bus with the Village of University Park on the sides of the bus. Additionally PACE will repair the road at Thornwood House Complex, and provide service 24/7. PACE is looking for employees.

Mayor Covington stated that residents of Fairway Estates are looking into a recycling program, and that she is looking into providing full after-school programs at the Golf Club, and that she met with Robinson Engineers who promises to get funds for many projects in the village.

Mayor Covington introduced State Representative DeLuca and stated that he has already infused \$26,000.00 into the Village of University Park.

State Representative Anthony DeLuca addressed the Board and public, gave a brief bio, noting that he is a lifelong resident of Chicago Heights, where he served as Mayor prior to accepting an offer to fill the remaining term of State Representative Scully. He is married with three children, and an employee of the family business Skyline Disposal. He noted that effective January 1, 2013 the re-districting will take effect and that he is honored to then represent a new district that includes a majority of University Park, and asked the Board and residents to contact him and let him know what issues are important to us, and what he can do to help. He noted that he is Chair of the Public Safety and Local Government Caucus.

Trustee Roudez voiced his concern with the lack of State requirement for motorcycle helmets, and asked Representative DeLuca if he could help with that issue.

E-2: Mayor's Report – continued:

Representative DeLucca responded that a helmet law is not likely at this time due to the powerful organizations in Springfield who oppose those requirements.

Trustee Williams stated that IDOT has indicated that we need an overpass for the I-57 Interchange, and asked if Representative DeLucca could assist us with funding.

Representative DeLucca responded that when the time in the project arrives to contact him, because he does support that project and projects to help build the third airport, casino expansion, and the Illiana Tollway.

Mrs. Star Lawson commented on a State proposed African American Plan for youth employment, and asked if Representative DeLucca would be avail himself to assist in that project. She also asked if he could do anything to help bring food stores into the Village, because we are a food dessert. He responded that he would be willing to assist in any way that he could.

Trustee Williams asked Representative DeLucca if he had any ideas and plans that would help this village.

Representative DeLucca responded that he would not attempt to make decisions for the Village Board, but that he would assist in any that he could.

Mr. Curtis McMullen asked to know who could be contact in the Village to help eradicate high unemployment in University Park.

Mr. Steve Allen voiced his concern with the need for a recreation center, and asked if Representative DeLucca could help with securing funds.

Mayor Covington stated that many Post Offices are being closed, but there are plans to put a CPU in every village.

E-3: Committee & Commission Reports

Trustee Griffin reported on meetings he has attended since the last meeting including a meeting that he and Mayor Covington attended relating to the expansion of gambling in the State; ideas relating to construction of a sports arena; Alternative Energy Seminar at Prairie State College, where Windmills and Coal gasification for fuel consumption.

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

E-3: Committee & Commission Reports –continued:

Trustee Payton reported on meetings of the HSSEC committee, noting that thirteen to seventeen volunteers were at the last meeting at 9:00 a.m. on a Saturday morning. The next meeting is scheduled for Friday night at #80 Town Center Drive; Back To School Family Fling is shaping up, and he gave a line-up of proposed events and activities. He thanked Mr. Robert Travis for his designs, and reported that they have secured a Snow Cone Machine; supplies, banners, and shirts have been ordered; Featured Artist is Blues Great Killer Ray Allison, who has recorded on 82 albums, and the DuSable Museum Bus is expected to be on display.

E-4: Reports Of Other Officers

Deputy Police Chief Greg Box reported that the Police Department responded to 380 calls for service last month, and that major incidents are low in the village.

Public Works Director Jerry Townsend reported on the Will-Center Road Project and stated that the final lift surface was put down today; IDOT is looking at lighting situation within the village; and he asked residents to contact the public works department to report any concerns, issues or outages.

Mayor Covington commented on the need for lighting at the marquee at the Rosedale and Fairway Estates Subdivisions, and stated that she wants Mr. Townsend to attend future meetings of PACE and work with them regarding construction of the new bus shelters.

Cable Studio Manager Eddie Pearson reported on events that WUPC Tv4 has attended and filmed since the last meeting, including an Art Show at PK's Catering & Restaurant. He also reported that on August 11th the Young Broadcasters will tour U.S. Cellular Production facility, making them the first group ever allowed to tour that facility.

Parks & Recreation Director Keely Childress reported that she had submitted a Century 21 Grant from 201-U; Before and After School programs are available; and upcoming events are: Parks & Recreation Barbeque on August 2, 2011, and University Park Talent Auditions will be held August 4th, 5th and 12, 2011 from 4:00 – 5:45 p.m. at #90 Town Center Drive.

Golf Club General Manager Paul Blockoms reported that the Concerned Golfers of University Park is sponsoring a Senior Wellness Day with free breakfast for the first seventy-five seniors on August 12, 2011, and Night Golf on August 4th.

Executive Liaison Johnna Townsend reported that the Will County Mobile Workforce is at GSU every Tuesday. Additional information is available on their website @www.jobsforpeople.org; and that GSU invites the public out for a workshop on understanding cloud technology from 8:00 a.m. to noon at the Halls of Honor.

E-4: Reports Of Other Officers – continued:

Fire Chief Charles Exner reported that the new aerial truck has arrived; the fire department received sixty calls for service, and that he is working on a grant application for fire fighting equipment.

Economic & Community Development Director Kim Porter reported that Bubba's Barbeque is nearly ready to open. The facility is located on Cicero and University Parkway.

Mayor Covington voiced her concern that Clorox is reportedly hiring, but we were notified. She also stated that she wants to re-visit all TIF Agreements and re-negotiate those that are not hiring our people or giving anything to this village.

Economic & Community Development Director Kim Porter responded that she was made aware of a job fair hosted by Clorox where more than 200 individuals were there. However, this village was not notified until after the job fair.

Trustee Payton asked to know how many residents are employed in the Industrial Park area, and stated that he is disappointed that neither Ms. Porter nor Attorney Miles can give him that information.

IT Director Deryl Bolton reported that he has been dealing with weather related issues at the golf club, and that he is looking at making 24 hour reservations system available, utilizing the E-Z Link System previously approved by the Board.

Village Attorney Forest Miles reported that School District 201-U have \$400,000.00 in Escrow posted with the Village as part of the Will-Center Road Project, and that they have requested that the Board release the funds; A review of all GDC issues are in process, and they are waiting for the 2nd lift of asphalt; and relating to the CityScape property, he stated that they are in foreclosure and suggested that we wait to see who will be the holder of record before proceeding with any other action.

F. DISCUSSION AGENDA

F-1: UNFINISHED BUSINESS

F-1a: Third Reading - Ordinance Approving A Wireless Communication Easement and Assignment Agreement and a Net Profits Agreement with Unison Site Management, LLC.

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

F-1a: continued:

Attorney Miles referred to a couple of items that need to be corrected, such as correct zip code to 60484; make counties both Will and Cook; and when sending Estoppels notices that they are sent to both Village Manager and Village Clerk or Deputy Clerk.

Trustee Payton moved, Trustee Oscar Brown seconded a motion that the Board approves to amend the main motion to include correction of zip code to 60484; make counties both Will and Cook; and when sending Estoppels notices that they are sent to both Village Manager and Village Clerk or Deputy Clerk.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.

Nays: None.

Absent: None,

Motion Carried For Approval

Ordinance Number O2011-17.

F-2: NEW BUSINESS

F-2a: First Reading – Ordinance Amending Title Four Of The Administration Code, Chapter 210 “Board Of Trustees” Section 210-01 “Standing Rules”, Subsection (K) Specifically Standing Rule Eleven

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

Trustee Payton referred to page 2, and asked who would replace the Mayor Pro-tem if they were absent.

Trustee Oscar Brown moved, Trustee Roudez seconded a motion that the Board approve to amend the main motion to strike the last paragraph in section k on page 2.

Ayes: Trustee Williams, Oscar Brown, and Roudez.

Nays: Trustees Payton, Griffin, Larry Brown and Mayor Covington.

Absent: None.

Motion To Approve 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.

F-2b: First Readings – Ordinance Amending Title Six Of The Administration Code To Add New Chapter 233 Establishing A Department Of Human Resources

Trustee Larry Brown moved, Trustee Payton seconded a motion that the Board approves first reading of this ordinance.

Trustee Roudez asked for a table of this item until it is discussed in a Board Retreat.

Mayor Covington responded that she is looking for structure, and if Trustee Roudez wants a workshop that is okay, but that the Village is in dire need of this department, because the person doing the job now is not qualified, and it is not being done properly, and she does not want to give too much power to the Village Manager. This will be a contractual position, and that she wants to be fully informed and not over staffed at tax payer expenses.

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board approves to table this item to a Board Retreat.

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

Motion To Approve Failed to Carry.

Trustee Williams asked if the duties proposed were not the function of the Village Manager, and asked why we would spend more money.

Mayor Covington responded that according to SSMMA most municipalities have Human Resources Departments.

Trustee Griffin asked if this would go out for bid, and if the Village Manager would be the person to review the bids and bring back the results to the Board.

Mayor Covington responded that thirty years ago there was such a department in the Village that went de-funk, she is only attempting to re-vive it. She asked for input from the Board by tomorrow with an anticipated date and time, and asked Executive Liaison Townsend to poll the Board members for a convenient date and time.

Trustee Payton commented that to put this into prospective, human resources is a complicated process and we must now comply with state and federal laws, and with the number of grievances and law suits there is a need for this department, and he does not want to wait until a board retreat, but he would not object to a workshop prior to the next meeting.

F-2b: continued:

Trustee Larry Brown commented that he feels this matter is too extensive to be dealt with in two hours or less, and suggested that a workshop is scheduled for a Saturday, where we can take as much time as necessary.

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.

F-2c: First Reading – Ordinance Amending Chapter 870 Of The Business Regulation And Taxation Code, Specifically Section 870-04 Entitled “Updated Notice Required”

Trustee Larry Brown moved, Trustee Williams seconded a motion that the Board approves first reading of this ordinance.

Trustee Oscar Brown questioned the frequency of reporting, stating the ordinance requirement is too much.

Trustee Roudez stated that he would support twice a year.

Trustee Payton voiced his concerns if this applies to vacant apartment rentals; with the penalty and enforcement, and the title change to vacant property.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown.

Nays: None.

Absent: None

Motion To Approve First Reading Carried.

F-2d: First, Second, and Third Readings – Ordinance Authorizing The Execution Of A Preliminary Engineering Services Agreement For Federal Participation With Crawford, Murphy & Tilly, Inc. For The Cicero Avenue Shared Use Path

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

Trustee Payton questioned the cost of \$173,200.00 for the three phases of the project, and asked for the time frame for these three phases, and if residents would have input. He stated that he wants a town hall meeting, and does not want open ended architectural cost.

F-2d: - continued:

Village Attorney Forest Miles responded that the preliminary phase, final and construction phases would take approximately twenty-four to thirty-six months.

Public Works Director Townsend commented that CMAP is on board with this project and is also helping with funding, and with the shared use plan in conjunction with Street-Scape we can connect with the Arbors of Hickory Creek.

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

Motion To Approve Carried

Ordinance Number O2011-18.

F-2e: Appointment Of A Treasurer

Trustee Payton moved, Trustee Larry Brown seconded a motion that the Board approves the appointment of Mr. Devon Dilworth as Village Treasurer.

Trustee Williams asked if there was a resume' of background on Mr. Dilworth. Manager Linear responded that the information is available in his office that he can share.

Mr. Dilworth gave a brief bio, noting that he has fourteen years in accounting; eight years as business administration for the Walgreen Company; owned his own tax business for three and a half years; has an undergraduate and masters degrees.

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

Motion To Approve Carried.

Swearing In Of Village Treasurer

Accompanied by Mayor Covington and his family, Village Clerk Dorothy Jones administered the Oath of Office to Devon Dilworth.

F-2f: Bills Payable

Trustee Roudez 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 last two (2) weeks from July 13, 2011 to July 26, 2011 in the following funds:

General Operation Fund	\$ 143,081.75
Road & Bridge	\$ 31,184.84
Towncenter Operations	\$ 2,306.09
University Golf Club	\$ 51,084.52
TIF I – Towncenter Area Fund	\$ 13.50
TIF II Industrial Park Fund	<u>\$ 637.50</u>
	\$228,308.20

Trustee Larry Brown voiced his concern with the ATM at the golf club, and stated that he wants more information on ATM transactions with expenses, fees and income versus pro-shop.

Trustee Oscar Brown referred to check number 73871 – 72.

Ms. Keely Childress responded that the payments were for martial arts out of Richton Park.

Trustee Griffin stated that he wants the same information as requested by Trustee Larry Brown.

Trustee Payton referred to concerns raised by Mrs. Gloria Barnett-Brookins relating to the numerous cell phones issued and the bills from Verizon, and requested an analysis of the phone bills and services.

Mayor Covington stated that she does not see the need for the ATM, and stated that we need to look at leasing the service, or get rid of the machine.

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 there were six computers donated by a church, and seventy-five computers purchased from Best Buy for the Resource Center, and asked to know where those computers are.

Mrs. Star Lawson thanked Mayor Covington, Trustees Oscar Brown, Larry Brown, Griffin, and Payton for their contributions to the University Park Youth Softball Team; Voiced her concern that she heard that the Village had lost the contract with METRA; Shared her approval with the formation of the Human Resource Department stating that her husband and other employees are handled with scare tactic, and that her husband was told not to talk with the Mayor or any other official.

Ms. Trisha Webb commented that she is a Football Cheerleader Coach for University Park, and noted that tryout for ages 5 to 13 years would be held on August 21, 2011 beginning at 10:00 a.m. additional information is available on the website at www.upyalions.com

H. BOARD CAUCUS

Mayor Covington suspended the meeting from 11:10 p.m. to 11:12 p.m. to allow the Board to caucus, and the following responses were given to concerns raised.

Responding to concerns raised by Mr. Allen, Mayor Covington stated that she was not aware of any donated or purchased computers for the technical resource center.

Trustee Griffin responded to concerns raised by Mrs. Lawson relating to METRA, and the reported loss of the contract and stated that he spoke with a representative from METRA, and while they are not satisfied, the contract has not been cancelled.

I. ANNOUNCEMENT OF SCHEDULED MEETINGS

J. TRUSTEES' COMMENTS

K. EXECUTIVE SESSION

None.

L. ADJOURNMENT

Trustee Larry Brown moved, Trustee Roudez seconded a motion to adjourn the regular meeting of the Board of Trustee at 11:44 pm.

Motion to Adjourn Carried By Voice Vote.

Respectfully Submitted,

*Dorothy R. Jones, CMC
Village Clerk*

/drj