

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
2 **SPECIAL MEETING OF THE BOARD OF TRUSTEES**
3 **Held on December 14, 2015**
4

5 The Special Meeting of the Board of Trustees was held on Monday, December 14th, 2015, at the
6 Linzey D. Jones Municipal Building and was called to order by Village President Debra Meyers-
7 Martin at 7:00 P.M. The assembly recited the Pledge of Allegiance. Administrator
8 Mekariski/Village Clerk called the roll.
9

10 Present: Trustees ó Gibson, Nale, Pennington, Byrd, Hudson, and Waite
11 Village President Debra Meyers-Martin
12 Village Administrator/Village Clerk, David Mekariski

13 Absent: None.
14

15 **APPROVAL OF MINUTES:**
16

17 **Motion by Trustee Hudson, second by Trustee Gibson to suspend with the reading of the**
18 **Minutes of November 23rd, 2015.**

19 **Voice Vote: All Ayes Motion Carried.**
20

21 **Motion by Trustee Pennington, second by Trustee Gibson to approve the Minutes of**
22 **November 23rd, 2015, as presented.**

23 **Voice Vote: All Ayes Motion Carried.**
24

25 **BILLS FOR APPROVAL:**
26

27 Village President Meyers-Martin stated that you have before you tonight Bills for Approval in
28 the amount of \$197,105.26. There is a Cover Memo in the Board Packet designating the more
29 significant payouts.

30 **Motion by Trustee Byrd, second by Trustee Gibson to approve the payment of Bills for**
31 **December 14th, 2015, in the total amount of \$197,105.26.**

32 **Roll Call: Ayes (6-0) Motion Carried.**
33

34 **COMMUNICATIONS & PETITIONS:**
35

36 Village President Meyers-Martin opened Communications & Petitions at 7:05 P.M.
37

38 Trustee Waite stated that his grandson went off to college. His grandson told the main guy at the
39 college that he goes to about the LED Lighting and the Village of Olympia Fields. Now his
40 grandson has the job of replacing all of the light bulbs at the college. Although there were
41 members of the public in the audience, no one wished to address the Board. Village President
42 Meyers-Martin closed Communications & Petitions at 7:06 P.M.
43

44 **CONSENT AGENDA:**
45

46 **A. Recommendation for Partial Payment and Waiver of Lien for Invoice #1465.5 to**
47 **Performance Pipeline, Inc. for Work Completed in Connection with the Graymoor**

1 **Subdivision Lateral Line Rehabilitation Non-USACE Funding in the Amount of**
2 **\$107,486.42.**

3
4 Village President Meyers-Martin stated that this brings us to Consent Agenda Item 5(A). These
5 are Agenda items that are considered to be routine by the Village of Olympia Fields and do not
6 need any discussion.

7 **Motion by Trustee Hudson, second by Trustee Waite to approve Consent Agenda Item**
8 **5(A).**

9 **Voice Vote: All Ayes Motion Carried.**

10
11 **Motion by Trustee Pennington, second by Trustee Nale to Amend the Agenda to bring the**
12 **item under the President’s Report to the Public Works Trustee’s Report.**

13 **Voice Vote: All Ayes Motion Carried.**

14
15 **FINANCE:**

16
17 **Ordinance #2015-23 – An Ordinance for the Levy and Assessment of Taxes for the Fiscal**
18 **Year beginning May 1, 2015, and ending April 30, 2016, of the Village of Olympia Fields,**
19 **Cook County, Illinois (First and Second Reading) –** Trustee Byrd stated that he has three
20 Ordinances to be voted on tonight. The first one is Ordinance #2015-23 - An Ordinance for the
21 Levy and Assessment of Taxes for the Fiscal Year beginning May 1, 2015, and ending April 30,
22 2016, of the Village of Olympia Fields, Cook County, Illinois. This is on First and Second
23 Reading. Trustee Byrd stated that this levy is associated with the necessary Property Tax
24 collection to fund expenditures in the Village’s General Fund.

25 **Motion by Trustee Byrd, second by Trustee Pennington to waive in First Reading and**
26 **Adopt in Second Reading Ordinance #2015-23 – An Ordinance for the Levy and**
27 **Assessment of Taxes for the Fiscal Year beginning May 1, 2015, and ending April 30, 2016,**
28 **of the Village of Olympia Fields, Cook County, Illinois.**

29
30 Trustee Pennington inquired whether or not it would be appropriate to read the specifics of the
31 Levy for 2015-2016. Trustee Byrd stated that there are eight-pages. Trustee Byrd stated that he
32 will read them if Trustee Pennington wants him to. Trustee Hudson stated no. Trustee
33 Pennington stated that the Notice of the Proposed Tax Levy in the past has always been read into
34 the record. He inquired what the figure was for the corporate and special purpose. Trustee
35 Pennington inquired whether or not there was a change in Policy Procedure then. Trustee Waite
36 inquired of Trustee Byrd whether or not we could just give the Stenographer a copy of it and she
37 can put it in the Minutes.

38
39 Village President Meyers-Martin stated that it is appropriate to ask for it to be read.
40 Administrator Mekarski stated that you just have to read the two paragraphs under Paragraph 2,
41 which were Tax Year 2014 and Proposed Tax Year 2015 under the summary page. Trustee Byrd
42 inquired whether or not that was satisfactory. Trustee Pennington stated yes.

43
44 Trustee Gibson stated that she believes that we all know because we have the information, but
45 the audience doesn’t know. That is why it is important that we give them some information.
46 Trustee Pennington stated that he concurs. Village President Meyers-Martin stated that it is
47 important to be read into the record. Trustee Pennington stated that he concurs.

1 Trustee Byrd stated that “The corporate and special purpose property taxes extended for Tax
2 Year 2014 were \$2,686,500.00. The proposed corporate and special purpose property taxes to be
3 levied for Tax Year 2015 are \$2,828,520.00. This represents a 5.0% increase over the previous
4 tax year.”

5
6 Administrator Mekarski stated that he would like to clarify for the record that is put in at 5%.
7 This is subject to PTEL so the General Fund Levy is subject to either 5% or the rate of inflation,
8 whichever is less. The rate of inflation is obviously less than 5%. We set it at 5% because the
9 Assessor goes through a very complicated formula with some multipliers in order to capture the
10 full value of the assessments at the rate of inflation. We set it at 5% and then it gets adjusted by
11 the County. It will not go up by 5% because the cost of living, the CPI index, the Metropolitan
12 Chicago is significantly lower.

13
14 Trustee Waite stated basically it is unchanged from year to year. Administrator Mekarski stated
15 that he wouldn’t say that it is unchanged. It is probably going to go up, whatever the CPI is,
16 which is probably plus or minus 2%. Trustee Pennington stated 2%. Administrator Mekarski
17 stated to keep in mind the rate of growth of general government because of healthcare and Police
18 Pensions, and the like, will more than likely go up 6%. Every time we pass a Levy, and it is
19 subject to PTEL, we get like a 4% loss than the previous revenue stream in terms of Property
20 Taxes of the other year. We have been modeling our general rate of growth. It averages about
21 6%, not on expenditures that this Board makes, but largely because of the Police Pension
22 contribution and the health insurance. Trustee Waite stated that he believes it is at least 6%.
23 Administrator Mekarski stated that it could very well be higher.

24 **Roll Call: Ayes (6-0) Motion Carried.**

25
26 **Ordinance #2015-24 – An Ordinance for the Levy and Assessment of Special Service Area**
27 **Taxes for the Fiscal Year beginning May 1, 2015, and ending April 30, 2016, of the Village**
28 **of Olympia Fields, Cook County, Illinois, in and for Special Service Area Number One.**
29 **(First and Second Reading)** – Trustee Byrd stated that the second one on the Agenda is
30 Ordinance #2015-24 - An Ordinance for the Levy and Assessment of Special Service Area Taxes
31 for the Fiscal Year beginning May 1, 2015, and ending April 30, 2016, of the Village of Olympia
32 Fields, Cook County, Illinois, in and for Special Service Area Number One. This is on First and
33 Second Reading. This Levy is associated with the SSA for the Governors Office Park. It was first
34 done in 1993.

35 **Motion by Trustee Byrd second by Trustee Pennington to waive in First Reading and**
36 **Adopt in Second Reading Ordinance #2015-24 – An Ordinance for the Levy and**
37 **Assessment of Special Service Area Taxes for the Fiscal Year beginning May 1, 2015, and**
38 **ending April 30, 2016, of the Village of Olympia Fields, Cook County, Illinois, in and for**
39 **Special Service Area Number One.**

40 **Roll Call: Ayes (6-0) Motion Carried.**

41
42 **Ordinance #2015-25 – An Ordinance Adopting the 2015 Tax Levy for Village of Olympia**
43 **Fields Special Service Area No. 3. (First and Second Reading)** – Trustee Byrd stated that the
44 last one is Ordinance #2015-25 ó An Ordinance Adopting the 2015 Tax Levy for Village of
45 Olympia Fields Special Service Area No. 3. This is on First and Second Reading. This Levy is
46 associated with the SSA for Oak Lane Paving and Improvement Program. He believes that this
47 was for 15-years. Administrator Mekarski stated that is correct.

1 **Motion by Trustee Byrd second by Trustee Pennington to waive in First Reading and**
2 **Adopt in Second Reading Ordinance #2015-25 – An Ordinance Adopting the 2015 Tax**
3 **Levy for Village of Olympia Fields Special Service Area No. 3.**

4 **Roll Call: Ayes (6-0) Motion Carried.**

5
6 Trustee Waite stated that he noticed in the packet of bills that he had to sign, one was for
7 \$29,000.00 and the other one was \$80,000.00. There was only Mr. Landini's signature on the
8 approval to pay those bills. Trustee Waite signed them and approved them. Trustee Waite
9 inquired whether or not there is some kind of level at which we exceed our authority and it has to
10 go to a higher level for payment.

11
12 Administrator Mekarski stated that these are expenditures that have been approved in your
13 Annual Budget and they are within the line item discretion of the Department Head. They do
14 require the oversight of the Trustees which is your primary fiduciary responsibility. You are the
15 check and balance with the Department Head. There is a ceiling in terms of Bidding. Mr. Landini
16 for Public Works Projects does not have to go out and seal Bids if it is under \$20,000.00. It
17 would still go through Trustee Waite's auspices, Administrator Mekarski's auspices, and Cynthia
18 Saenz's auspices. He stated that over \$20,000.00 for a Public Works Project we need to see a
19 Bid. The only exception is solid waste which is a statutory exception to the Bidding Process.

20
21 Village President Meyers-Martin stated that we have asked Mr. Landini to get Bids now even for
22 amounts that are under \$20,000.00. Administrator Mekarski stated just to get the best cost and
23 considerations for quality.

24
25 **Educational Commission Report – Recommendation for Mini Grant Awards (Presentation**
26 **to the Recipients at the Next Board of Trustees Meeting on January 25, 2016) –** Trustee
27 Byrd stated that next is the Educational Commission's approval of the 2016 Mini Grant Awards.
28 The Budget for the Educational Commission allows \$10,000.00 for this year's Mini Grant
29 Program. The selection has been completed. The Chair of that Subcommittee is here this
30 evening, Mrs. Ilene Waite.

31
32 Commissioner Waite thanked everybody on her Subcommittee which includes the following:
33 Reggie Ford, Karen McCray, Don Ransford, and Dr. Delores Woods. Commissioner Waite
34 stated that we have awarded 13 total Mini Grants this year in the amount of \$10,230.00. The
35 Mini Grants were awarded to the following teachers:

36
37 Marisa Banowski from Illinois School in District 162 is a 7th and 8th Grade Math Teacher. The
38 Grant will be used to purchase five Texas Instruments TI-83 Graphing Calculators and materials
39 to help students become proficient in their use for functions, algorithms, plot slopes and graphs.
40 This is aligned with the high school Math. The teacher called the high school to find out what
41 she could work on with the kids so they will do well in high school. The Grant is in the amount
42 of \$820.00.

43
44 Gloria Chatman from Huth Middle School in District 162 teaches Grades 7th and 8th. The Grant
45 will purchase materials for a beading unit combining Art, Mathematics, Consumer Education and
46 Humanitarianism. Students will create art jewelry, calculate the cost of labor and materials and
47 determine a retail price. They sell things to each other and they give things away. The Grant is in
48 the amount of \$972.00.

1 Patti Cocoran from Lincoln-Gavin in District 170 receives a Grant for Special Education
2 Kindergarten to 3rd Grade. Students will cultivate a vegetable garden and learn about a healthy
3 diet. These students with special needs will develop skills in Language Arts, Math, Science, and
4 Writing. The Grant is in the amount of \$225.00.
5

6 Michelle Dixon from Sauk Elementary in District 162 receives a Grant for Grades 4th through
7 6th. "Rainbows for all Children" will provide social and emotional learning through a support
8 group. Students are able to express their feelings and share their grief due to death, divorce,
9 deployment, incarceration or life-threatening illness. The amount of the Grant is \$379.00. They
10 received Applications for other Grants for problems that they are apparently having in the
11 schools with children who are having some emotional and social difficulties. There are never
12 enough counselors. She stated that some things like this they are hoping they will use as sort of a
13 test situation, and then this can be extended throughout the school if it turns out to be a
14 successful program.
15

16 Angela Foushi from Kennedy in District 170 teaches 4th Grade. The Grant will purchase
17 materials for a Reading Center. It is set up for independent study for the 4th grade classroom. The
18 center will also serve for remedial study for 5th and 6th Grades and enrichment for 2nd and 3rd
19 Grades. The amount of the Grant is \$903.00. This same person received a Mini Grant last year.
20 At that time she set up a Mini Grant for Math with the same kind of idea. She is teaching 4th
21 Grade but working in connection with other teachers. The older kids will come into that Center
22 and use it for remediation and the younger kids will use it for enrichment.
23

24 Kisha Houston from Illinois School in District 162 receives a Grant for K through 8th Grade. She
25 is the library teacher. Playaway Audiobooks will be purchased for use throughout the grades.
26 They can be used individually and for classroom or small group activities. The amount of the
27 Grant is \$966.00.
28

29 Diane Kostovski from Garfield School in District 170 teaches 1st Grade. The Grant will purchase
30 supplies to introduce concepts of Operations and Algebraic thinking. Now this is First-Grade
31 folks. Materials will be shared by three primary classrooms and will include home extension
32 activities. It includes manipulatives and other center activities. The amount of the Grant is
33 \$820.00.
34

35 Leah Lacey from Illinois School in District 162 receives a Grant for Grades 4th through 8th. The
36 Grant will purchase materials to start a Peer Mediation Program. Ten students will be trained in
37 Mediation and Dispute Settlement. Any students among the population of 250 who need help
38 settling a dispute may be referred by a teacher or by themselves to the mediation process. The
39 amount of the Grant is \$226.00. They are trying to help the kids figure out how to help each
40 other and do this on their own.
41

42 Klentoria Lee-Clements from Washington-McKinley School in District 170 receives a Grant for
43 Grades 4th through 8th. Materials will be purchased to enhance vocabulary and reading
44 comprehension for below grade level readers. This "Enrichment Reading Program" will
45 reinforce basic skills while encouraging independent study. This is a group of kids that is very
46 difficult to work with. You are trying to bring them up to grade level. A good bit of what you are
47 doing is inspiring them and encouraging them to become involved. Any kind of creative
48 materials they can get for that is very helpful. The amount of the Grant is \$997.00.

1 Kelli Malone and Nicki Gloude from Illinois School in District 162 receive a Grant for the In
2 School Field Trip. Jim Nesci who is an expert in reptiles will bring his reptiles to Illinois School
3 for his Cold Blooded Creatures Educational Show. She stated that personally she would like to
4 see this. She hopes that she gets invited. The students will be broken into K through 3rd, 4th
5 through 6th, and 7th, through 8th Grades for the hands on presentation. The amount of the Grant is
6 \$1,000.00.

7
8 Meghan Michaels from Southland in District 162 receives a Grant for Grades 9th through 12th.
9 The Grant will fund a Mediation Program to help students manage their emotions and stress
10 levels. This will also involve mediating peer conflicts and taking responsibility for their actions
11 and creating solutions. The amount of the Grant is \$986.00.

12
13 Elena Morone from Illinois School in District 162 receives a Grant for K through 8th Grade
14 Spanish. All of the students in Illinois School learn Spanish. This Grant will celebrate Cinco de
15 Mayo with the Restaurante Mejicano. Students will act as customers, wait staff and hosts.
16 Spanish speaking parents will also be included. The well planned Comprehensive Program will
17 also get some funding from the students and the PTO. The amount of the Grant is \$1,000.00. All
18 of the kids from the little kids up through 8th Grade will be speaking Spanish. Some of the people
19 from the neighborhood will come to help cook the Mexican food. It is the kind of thing that kids
20 will remember forever. It really incorporates using what they are learning in their Spanish
21 Classes.

22
23 Christine White from Southland in District 162 receives a Grant for Grades 9th through 12. The
24 Grant will purchase Adobe Photoshop Software for six computers, allowing opportunities to
25 learn editing skills, basic design principles and creative thinking. Involvement in projects will
26 teach planning, processing, product creation and innovative problem solving. The amount of the
27 Grant is \$936.00. We are not buying the computers. They have the computers. This is to buy the
28 software that they will use with the computers. This will be used in Enrichment Programs.

29
30 Village President Meyers-Martin stated that she noticed that none of the high schools
31 participated. Commissioner Waite stated that none of the high schools submitted anything. They
32 had one submission from Homewood-Flossmoor. They tried to pick the ones that showed some
33 creative thinking to enrich and remediate, and all of the various things that need to be done.

34
35 Trustee Waite stated that it is amazing what they came up with. Those are very creative.

36
37 Trustee Byrd stated that Commissioner Waite and her Subcommittee worked very hard. They
38 received 30-Applications. They didn't get anything from District 227.

39
40 Commissioner Waite stated that we have awarded Mini Grants to District 227 before. She stated
41 that word should go around amongst the teachers that you can get something if you do this
42 correctly. There is a new Principal there. There is a new Interim Superintendent. She stated that
43 things are a little unsettled and they are working as hard as they can to get it straightened out.
44 She stated that apparently this fell through the cracks.

45
46 Trustee Byrd inquired of Commissioner Waite whether or not she received an Application from
47 Arcadia. Commissioner Waite stated that we had at least one.

48

1 Trustee Byrd stated that the letter and the Application that is used are attached for your review. It
2 is a cumbersome thing for her Subcommittee to go through all of those Applications and to make
3 a choice of which ones they are going to take. Trustee Byrd stated that we do thank you, and you
4 do a wonderful job with that. They did go over by \$230.00. We appropriated \$230.00.

5
6 Trustee Pennington stated that Commissioner Waite and her Subcommittee are to be commended
7 highly for the selection process that you go through. It is clear that you study these projects
8 closely in order to make your decision. Trustee Pennington stated that what he would like to see
9 going forward and we have not seen it yet is the deliverables. What is the outcome of our Grant
10 support? What are the teachers seeing as a result of a Mini Grant coming from the Village of
11 Olympia Fields Educational Commission? He stated the follow-ups in terms of the successes
12 and/or the non-successes of their particular project.

13
14 Commissioner Waite stated that we probably have to do more in that area. Last year one of the
15 Mini Grants that we awarded was a Field Trip for one of the Flossmoor Schools to go down to
16 the Field Museum to study mummies. The teacher sent Commissioner Waite pictures of her class
17 and the things that they were doing. That is on the Website for the Olympia Fields Educational
18 Commission. Commissioner Waite stated that she and Commissioner McCray attended another
19 program that was done at one of the schools in Chicago Heights. Everybody is busy and we
20 need to do more. We are talking about how we can do more.

21
22 Trustee Byrd stated that is one of the things that we are working on now is to make sure that we
23 follow-up with those schools, and the people that are receiving the Grants to see how it worked
24 out for them. There has been some follow-up, but not a lot of follow-up. That is what we are
25 working on in the future to get that information back to the Board.

26
27 Administrator Mekarski stated job well-done. Trustee Waite stated that one thing that they might
28 want to consider is to have the recipients of the Grants write a little report at the end, a one-page
29 summary. That might save time for somebody else going and visiting the schools.

30
31 Commissioner Waite believes that we have something like that written into it. She was not privy
32 to what was done with the results of that in previous years. The one teacher that is working with
33 the 4th Grade Classroom Center and she is working with her colleagues in the grades above and
34 below, Commissioner Waite would like to make an appointment to go there and make sure that
35 that is what is actually happening. Commissioner Waite is an ex school teacher. In her head this
36 is what she sees happening from the way the teacher wrote it up. Trustee Waite stated that an ex
37 school teacher falls into the same category as an ex Marine. There is no such thing.

38 Administrator Mekarski stated that is true.

39 **Motion by Trustee Byrd, second by Trustee Pennington to Award Thirteen (13)**
40 **Educational Grants, totaling \$10,230.00 to the District/School/Instructor as listed in the**
41 **attached and recommended by the Village of Olympia Fields Educational Commission in**
42 **their Meeting of December 1, 2015; and authorize the Administration to Notify the**
43 **Thirteen Grant Recipients of their Award which will be presented in a Ceremony at the**
44 **next Regular Board of Trustees Meeting on January 25, 2015, at 7:00 P.M.**

45
46 Village President Meyers-Martin stated that it isn't our next Board Meeting on January 25th.

47 Administrator Mekarski stated that it is the next regular business meeting. January 11th we are
48 having a Work Session on Oak Lawn water. It is a relatively lengthy Work Session. There will

1 be one small action item regarding the Sales Tax issue with the State of Illinois. It is a reciprocal
2 Agreement so we can get detailed reporting on our retail. That should take five-minutes. The rest
3 of it will be devoted to water. Our Attorney will be at that meeting. Our Engineer will be here.
4 Our Treasurer, Don Theobald, will be here as well.

5
6 Trustee Byrd inquired whether or not we should change that to our regularly scheduled Board
7 meeting of January 25th and take out the word "Next." Village President Meyers-Martin
8 suggested saying "At the next Regular Board of Trustees Meeting."

9 **Roll Call: Ayes (6-0) Motion Carried.**

10
11 **BUILDING:**

12
13 **2015 Holiday Awards** - Trustee Hudson stated that she doesn't have a written Report. She stated
14 that today was the day that we expected all Presidents of the Homeowners Associations to get
15 their individuals in for the decorations for the holiday. We did extend it one day. Tomorrow will
16 be the last day that we will be accepting the information from the Presidents of the Homeowners
17 Associations. The Beautification Committee will be looking at the homes on December 17th.
18 They will be picking up the information on December 16th. They only have six Homeowners
19 Associations as of today participating. She did get a call from a couple of people saying that they
20 will be bringing the information in tomorrow. She stated that some residents say that no one ever
21 gets to them. Trustee Hudson wants to make sure that we are recognizing people that are trying
22 to do something to beautify the Village.

23
24 **PLANNING:**

25
26 **Planning Commission** - Trustee Pennington stated that the Planning Commission will be
27 meeting tomorrow evening, December 15th, at 7:00 P.M. at Village Hall to discuss a proposed
28 Zoning Text Amendment regarding Nonconforming Use Expansion. Once that meeting has
29 concluded he will report out the developments and the decision of the Commission to the Board
30 of Trustees.

31
32 **PUBLIC WORKS:**

33
34 **A Motion to Approve the Modification of the Oak Lane Utility Easement Agreement for**
35 **the Lot Located at 20841 Oak Lane, Tax ID #31-23-101-019-0000** – Trustee Waite stated that
36 he has a Motion to Approve the Modification of the Oak Lane Utility Easement Agreement for
37 the Lot Located at 20841 Oak Lane, Tax ID #31-23-101-019-0000. Trustee Waite stated that
38 somebody got approval years ago to add something to their property that went over the easement
39 line. The house is coming up for sale. They would like to have an Amendment that is
40 permanently attached to the property that says that it is okay and not hold up the closing. That is
41 the purpose of this.

42
43 Mr. Landini stated that a couple of weeks ago he was contacted by the seller of the home with
44 the concerns of this easement that was encroaching on the property. It stems from 2011 when the
45 Village assumed responsibility for Oak Lane Drive. The reason this kind of became an issue is
46 the sellers are moving to Portland, Oregon December 21st. The buyer is coming from New York
47 sight unseen on the property. All they have to look at is the Plat of Survey. They see the
48 easement lines intersecting on part of the foundation wall. They took the reading from the

1 Recorder's Office that at any given time the Village could do improvements or extensions of
2 Oak Lane Drive. Their concern was we may extend that road through the property. The house is
3 at the south end of Oak Lane Drive. It is the glass house that is setback into the forest. There is
4 nowhere for a road to go. There is nothing that we can do further back on the property. In order
5 to get this through since they are going across the country, their attorney amended the Plat of
6 Survey to shrink the easements to get that off the property line. Mr. Landini went out on the site
7 and looked at everything. We do have some utilities there. We have a culvert pipe for drainage. It
8 gives the Village plenty of room to get their vehicles in there and do whatever they need to do.
9 Nothing changes to the Agreement with Oak Lane Drive. The Village is still responsible for all
10 of the upkeep on that. They didn't change any of that language. They wanted to make sure that it
11 is on record that the Village cannot do anything to diminish the property, or put a road through
12 there. That is what you have in the adjustments of the easement and the new Plat of Survey.
13

14 Village President Meyers-Martin stated that this is the house that Olympia Fields received a lot
15 of press because it was for sale for over \$600,000.00.
16

17 Mr. Landini stated that when he typed in "glass house in Olympia Fields" there were a lot of
18 newspaper articles. The original sale was over \$700,000.00 and it is \$630,000.00 now. It is a lot
19 of money for sight unseen property. The buyer wants to make sure that everything goes through.
20 The sellers have a place in Portland that they are going to and they want to make sure that this
21 goes through.
22

23 Administrator Mekarski stated that there is a revised Amendment to the Permanent Easement
24 Agreement on the dais for the Board. He asked Mr. Landini to explain for the record what the
25 changes are. The Village President has the Revised Easement Agreement in her packet for
26 signature if this gets adopted.
27

28 Mr. Landini stated that what he received late today was in the top of the first page that is in the
29 packet. It says, "Jeffrey Valles and Kimberly Valles owners for the benefit of the Village of
30 Olympia Fields." The property is in a family trust. In order to get the title legally correct they
31 added in the Vallis Trust or however it is worded in there. That is the revised final copy.
32 Everything else in the body is the same.

33 **Motion by Trustee Pennington, second by Trustee Gibson to authorize the Village**
34 **President to execute the Amendment to the Permanent Easement Agreement for 20841**
35 **Oak Lane Drive, PIN #31-23-101-019-0000 reducing the north Easement from 60 feet to 10**
36 **feet and west Easement from 30 feet to 10 feet, and further upon execution that the Law**
37 **Offices of Daniel M. Greenberg shall Record the Amendment with the Cook County**
38 **Recorder of Deeds, and provide the Village with Certified Copies therein.**

39 **Roll Call: Ayes (6-0) Motion Carried.**
40

41 Trustee Pennington inquired of Mr. Landini that by recording this the sale should go ahead. Mr.
42 Landini stated yes. That is why they were pushing to get it onto this Agenda so the sale can go
43 through and everything will be good to go for them.
44

45 Administrator Mekarski stated that this came to our desk on Thursday. Mr. Landini has been
46 working with Trustee Waite Thursday and Friday, and the attorneys, and the homeowners, and
47 Judy Kolman to squeeze it onto the Agenda to accommodate this.
48

1 Village President Meyers-Martin stated that Trustee Waite was going to take the waste disposal
2 discussion under his report.

3
4 **Discussion Only – Revised Solid Waste Franchise Proposal** – Trustee Waite stated that in
5 your Board Packet you have a revised “Comparison of Proposals” that we received from
6 Homewood Disposal and Republic Services, and the Proposals that they submitted previously.

7
8 Mr. Landini stated that on the “Comparison of Proposals” sheets there are two of them. This was
9 for a fair comparison so that both contractors could have the opportunity to give a Proposal with
10 just trash and recycling and the homeowner is responsible for yard waste, and the other one is
11 yard waste included from the garbage companies. In the “Comparison of Proposals
12 (Trash/Recycle)” is similar to how the homeowners are doing it now with purchasing the stickers
13 for the yard waste. Both companies came back with adjusted pricing on that. The rate charged to
14 the Village from Homewood Disposal will be \$17.25 Per Unit. Republic Services is \$18.58. The
15 Senior Rate to the Village by Homewood Disposal is \$16.25 Per Unit. Republic Services is
16 \$16.58. It is the same fixed annual increase of 3% for Homewood Disposal and 3.50% for
17 Republic Services. Recycling Service is a 95-Gallon Cart Bi-weekly for both. He stated that
18 Village Hall and Public Works services, a dumpster is collected at both sites by the companies.
19 The yard waste would be left the way it is now where the residents purchase the Stickers and use
20 biodegradable bags.

21
22 Trustee Hudson stated that normally it is weekly for the yard waste. On here it says, “Bi-
23 Weekly.” Mr. Landini stated that could have been an error on his part. The intent is to keep it as
24 it was with the residents purchasing the stickers and the pickup. “Estimated Annual Revenue
25 Captured for the Village to Assume Billing and Collection” is \$102,865.00 for Homewood
26 Disposal and \$79,929.00 for Republic Services. The “Estimated Cost from Non-Payment” which
27 is the number that we estimated based off of our loss for water bills and what the garbage haulers
28 experience for non-collection, we estimate that at \$15,000.00 give or take. The “Estimated NET
29 Revenue Captured for the Village to Assume Billing and Collection” is \$87,865.00 from
30 Homewood Disposal and \$64,929.00 from Republic Services. Republic Services did offer a
31 \$10,000.00 credit for the Electronic Recycling Program for us to use as we see fit. He is not sure
32 what that would be right now.

33
34 Mr. Landini stated that it is the same setup on the other “Comparison of Proposals” sheet.
35 Trustee Byrd inquired how is there a \$22,000.00 difference in the amount of \$102,865.00 and
36 \$79,929.00, when you are talking about \$1.25.

37
38 Mr. Landini stated that it is based off of 1,610 residential units. You take the number off of the
39 current market rate so the \$23.17 minus \$17.25 that leaves you with \$5.00 and some change.
40 You multiply that by 1,610 and then multiply that by 12 and you come out with that.

41
42 Administrator Mekarski stated that the intent is to not let the residents see any change in their
43 current rate. The current rate is not going to go down. The difference between what they are
44 offering to the Village and what the current is would be a revenue capture. It would reimburse
45 the Village for taking over the Billing Services, Administration, and Code Enforcement of the
46 program.

1 Trustee Byrd stated that he was just looking at the regular residential rate charged to the Village,
2 those two numbers.
3

4 Trustee Waite stated that this is put together in a way to kind of simplify it. We have Wysteria
5 that gets a different rate for the condos compared to a single-family home. We didn't put that in
6 here. That rate will stay the same. It is essentially taking what we will bill the residents for; just
7 the Village, and what kind of gross profit will be returned to the Village.
8

9 Mr. Landini stated that in regard to Trustee Byrd's question, you take that \$1.25 and you
10 multiply that by 16 and then by 12 and that is where you see the big difference there.
11

12 Mr. Landini stated that the next sheet includes Yard Waste Services with the waste haulers
13 taking that on and not passing that cost onto the residents. You can still use the biodegradable
14 bags but you won't have to purchase the stickers for them. If you have a garbage container at
15 home like a 30-gallon drum and it says "Yard Waste" you can put that out to the curb and the
16 waste haulers will pick those up. He stated that you can also rent a larger container for \$36.00
17 annually. It would be a one-time charge through the waste hauler if you want to rent that.
18

19 Mr. Landini stated that the Final Proposals are in the Board Packet for you to review. There are
20 some different things in there that have been thrown in by both companies. We can get eight, 20-
21 yard dumpsters annually at no extra cost if we have a large event or anything that Public Works
22 may need. There are various things in the fine print in the Proposals.
23

24 Village President Meyers-Martin stated that these revised numbers were after our initial
25 discussion. It was a big point at the time regarding the yard waste and how that was set up.
26

27 Trustee Byrd inquired which one of these mirrors what we have now. Mr. Landini stated that the
28 majority of the residents take advantage of Homewood Disposal without the Yard Waste
29 included. They are buying the stickers and putting the yard waste out. That is what 80% of the
30 Village is doing.
31

32 Administrator Mekarski stated that the last time this was discussed by the Board a question came
33 up by Cynthia Saenz, the Director of Finance, as to what would be involved with administering
34 or taking over the billing. There is correspondence from Richard Plese who is the Sales Account
35 Manager for MSI. MSI is our Computer Accounting Software. Mr. Plese confirmed that our
36 current hardware and software can allow us to do another module of billing. We would have
37 water and sewer billing on one module and garbage on another. There is minor formatting that
38 MSI would do to segregate all of the accounts into a separate garbage account. We would check
39 those accounts against the current account records of both contractors. There is no additional cost
40 in hardware or software. There will be labor costs because we will be taking over the personnel
41 elements associated with billing. We would work with Mr. Landini to decide whether it would be
42 handled in the Public Works Department, or in the Building Department, or shared in some
43 capacity.
44

45 Village President Meyers-Martin stated that she asked Cindy to get those numbers and to get that
46 information. She believes that it is extremely important that the garbage has its own billing
47 schedule, as opposed to tacking it onto water.
48

1 Trustee Waite inquired of Mr. Landini whether or not he gets any complaints at Public Works
2 about either one of the companies. Mr. Landini stated that he doesn't receive any complaints
3 whatsoever regarding waste hauling at all.
4

5 Trustee Gibson believes that will change if we change to this because all of the complaints are
6 going to come to the Village. Mr. Landini stated that it wouldn't be intended that way. All of the
7 customer service should continue the way it is. He understands Trustee Gibson's point because
8 once the Village takes over they would want to call the Village as well. We would let them know
9 that customer service goes to the waste haulers.
10

11 Trustee Pennington inquired whether or not we have an Opt Out Provision for those residents
12 who don't want to make a change, and are completely satisfied with the waste hauling agency
13 that they have a contract with now and don't want to have the Village assume the responsibility.
14 Have we addressed that yet?
15

16 Administrator Mekarski stated that we have not yet. He apologized. That is one thing that he did
17 not clarify with Judy Kolman about opting out. It is still his belief that under a Franchise
18 Agreement that would sort of negate this whole process of franchising it, because the whole
19 effort as to why the two contractors are bidding is to capture 100% of the marketplace. If we had
20 an Opt Out Provision, you could theoretically have the 20% opt out and it is exactly where they
21 are right now. He inquired whether or not the waste hauler could comment on that. There was a
22 request by Trustee Pennington at the last meeting whether we could include in the contract an
23 Opt Out Provision.
24

25 Mr. Tom Agema stated that he is with Homewood Disposal. He has never seen an opt out in a
26 Franchise Agreement. He stated that you are 100% correct. Normally when we are bidding on
27 something it is to capture 100% of the marketplace because of the efficiencies of pick up and
28 everything that goes along with it.
29

30 Trustee Waite stated that the one that doesn't get the Bid, or the contract, the other side can go
31 through and try to convince the homeowners to switch over to them and they can do that without
32 any problems. He believes that it would just add to the confusion.
33

34 Administrator Mekarski stated that it would also negate all this analysis because this is based on
35 100% of the market. We would have to assume 80% of the market for Homewood Disposal and
36 20% for Republic Services, and it would be sort of a mishmash to figure out what would be the
37 ultimate outcome. He will get a legal opinion if you find that necessary. He apologized and he
38 should have brought it at this meeting. It is not scheduled for formal action tonight.
39

40 Trustee Pennington stated that he believes it is important that we do get that opinion.
41

42 Village President Meyers-Martin stated that what you will be taking into consideration now that
43 you have these revised numbers are several elements. One being that old adage if it is not broke
44 why fix it. There are some pluses and minuses with the Village contemplating going into this
45 type of project. Secondly, the Opt Out Clause makes the whole project a little more complicated.
46 But if that is something that you want to take under consideration you need to do that. The third
47 element which looms large is our notification to residents. If this is something that you want to
48 go forward with, there definitely has to be a process in place where we get the word out to

1 residents in a responsible way, whether that is holding some type of Public Meeting or Town
2 Hall Meeting, just so that we transition into this type of strategy in an effective way. We do it,
3 but it needs to be done effectively. These are all elements that you are going to have to take into
4 consideration as we go forward with this contemplation, and then ultimately a decision.
5
6 Trustee Hudson stated that she is just concerned on why we are doing it. It is almost like why fix
7 it if it is not broken. She wonders how many of her residents feel that way.
8
9 Village President Meyers-Martin stated that probably some of them do. Sometimes in progress if
10 you are going to move into the 21st Century, if you are going to look at different strategies as far
11 as revenue, if you are looking at service, and if you are looking at all of those things, sometimes
12 you have to fix things that are not broken just because it is innovative, it is creative, it is thinking
13 outside of the box, and it is looking forward to a vision in the Village. Village President Meyers-
14 Martin agrees with Trustee Hudson that it is certainly something to be taken into consideration,
15 but not everything that you do is because something is broke.
16
17 Trustee Hudson stated that when she looks at this she doesn't see enough for her to say, "Oh,
18 that's really great. I want to do that because it is going to do this or it is going to do that." She
19 doesn't see that. Trustee Hudson stated and you just said to me it is going to be the same. So the
20 dialog would have to be different to those people. Otherwise, they are all going to be here
21 wanting to know why you are doing it. This dialog says to her but you get it, and you can always
22 get it. It is the same thing. There is no change.
23
24 Trustee Waite stated that there is no change for 80% of the residents essentially. The 20% that
25 are with the one supplier, there might be a question in their mind. If you go with the other one,
26 then you have the potential for 80% of the people having a question in their mind as to whether
27 or not it wasn't broken. He believes that the residents would welcome the opportunity to bring in
28 an extra \$90,000.00 in revenue. There are a lot of things that we would like to do in areas like the
29 Police Department, whether we would like to have body cameras or not, or we would like to
30 have dashcams or not. When he spoke with the Chief the other day he was talking about putting
31 up some additional cameras around the Village. Trustee Waite would like to see a lot of cameras
32 because it doesn't exactly replace manpower, but it is pretty close.
33
34 Trustee Byrd stated that it does produce revenue for the Village. That is the main thing that is
35 there.
36
37 Trustee Hudson stated that she doesn't see the expense to the Village though. She needs to see
38 what it is going to cost the Village to do it.
39
40 Trustee Byrd stated that there is a change in 100% of the people. The whole Village is affected
41 by this. There is no change in cost to them. The biggest thing it does is give the Village revenue
42 to purchase some things that it needs in the future.
43
44 Administrator Mekarski stated that it does stabilize the cost to the residents, even though the
45 residents are charged existing market rate. In Homewood Disposal's rate we have 3% per year
46 and that is up to 10-years. If you look at your garbage bill now you will see fuel additive and a
47 landfill additive.
48

1 Mr. Landini stated that it is as high as \$7.00 to the low end of a couple dollars. It fluctuates based
2 on the cost of fuel and the market so your bill will change.
3
4 Administrator Mekarski stated that at \$7.00 you are talking about a 30% surcharge on top of the
5 monthly bill. What this does is lock in the current rate plus 3% per year for up to 10-years. There
6 is a five-year renewal. Trustee Waite stated that he had one bill where the fuel surcharge was
7 \$9.00.
8
9 Trustee Hudson stated that she is not saying that we shouldn't do it. She thinks it needs to be
10 presented differently. If you present it to other people the way that you are presenting it here, that
11 detail that you just said you didn't give that before. If they take this and read it and understand it,
12 they are not going to understand what the changes are.
13
14 Administrator Mekarski stated that you are absolutely right. The Village President is saying that
15 we need to come up with a communication strategy, maybe a Newsletter. If we select a hauler
16 and finalize negotiations we could put together a Newsletter explaining it. The waste haulers did
17 a Newsletter when they came out with the new waste cans.
18
19 Trustee Waite stated that different pick up days is one of the differences between the two haulers
20 that we have not talked about. He stated that if you pick one the pickup day will remain on
21 Friday. If you pick the other one the pickup day will be Wednesday. When we changed the
22 pickup day the last time from Monday to Friday there were a lot of calls from people that didn't
23 like it.
24
25 Village President Meyers-Martin stated that is true. We will definitely have to be mindful of that
26 as we roll out any changes that we might decide to do. She inquired whether or not the Board felt
27 that this is worthwhile to take to the next level in terms of consideration.
28
29 Trustee Gibson stated that she agrees with Trustee Hudson. She understands what the Village
30 President stated about there are changes and you have to get into the next Century. She feels that
31 most people in this community are happy with the response to the garbage pickup that we have.
32 We have a lot of little innuendos like Wysteria that is not going to fit into this particular
33 schedule. We don't have anything that tells us how that is going to be done. She stated that from
34 the perspective of the 71-people in Wysteria, they are going to be very upset. She stated that
35 what they are going to do, and she doesn't think that it is fair for them to do it, but they will start
36 saying, "Oh, the Village is trying to make some money on us." She stated which is not correct,
37 but that is the way that they are going to perceive it. Trustee Gibson stated that this is one area
38 that maybe we shouldn't even try to fix because it is already okay. It just gives the Village a little
39 more work to do. If they get their bills from the Village, they are going to call the Village for any
40 problems that they have or any discomfort that comes about.
41
42 Trustee Pennington believes that the timing of this might be at issue too. We are generating
43 revenue for the Village, that's why we are doing this. That is why this is being suggested. At the
44 same time we also are projecting what our revenue stream will be when Wal-Mart comes online.
45 Clearly you are going to get more of a revenue stream coming in from Wal-Mart than you are
46 going to get from Homewood Disposal or Republic Services. He believes that the timing point is
47 the most critical here. Do we really need to do this now? He is not adverse to gaining additional
48 revenue for the Village. He has a problem when we are selling and promoting the huge revenue

1 streams we are going to get from Wal-Mart and at the same time trying to push this little line
2 item of revenue in. We should wait and see how the revenue stream runs from Wal-Mart. If, in
3 fact, they open in the fall of 2016, it will be another year or so before we actually start seeing the
4 revenue being generated. He believes that our revenue streams are appropriate at its current
5 level, subject to what we are going to receive from Wal-Mart, as well as the ancillary stores that
6 have shown an interest in coming into the Village. We should take that in mind as well.

7
8 Trustee Nale stated that she is all in favor of not fixing anything if it is not broken. She can't see
9 the whole process of this being initiated over months at this point in time. She just can't see it.

10
11 Trustee Byrd stated that he is not totally against the improvement of anything. If it is not broken
12 why fix it. He doesn't think that it is broken, but it can be improved.

13
14 Village President Meyers-Martin stated that is why she said that not everything you do is
15 because it is broken. Some of it is just innovative and creative, and bringing the Village into the
16 21st Century. These are all things that you have to take into consideration.

17
18 Trustee Pennington inquired whether or not this is bringing the Village into the 21st Century.
19 Village President Meyers-Martin didn't say that this specifically was. She is saying overall you
20 will have projects that you will take on not because it is broken, but because you are trying to
21 improve or enhance, or move the Village forward. Sometimes people will say why don't you
22 enhance your Website. If people go on the Website and they get the information that they need,
23 you may say why fix it. It just brings more information and it improves that particular entity.
24 You may feel that moving forward with this type of project would be an improvement for the
25 Village. On the other hand, you may feel that it is not. Trustee Pennington stated that quite
26 frankly he doesn't.

27
28 Village President Meyers-Martin stated that is what she is trying to determine. Trustee Waite
29 stated that he would propose that if any of the Trustees are embarrassed about an opportunity that
30 enhances the revenue to the Village, that costs the residents nothing, that what we should do is
31 pass the savings onto the Village residents. The same could be true for Wal-Mart. If we suddenly
32 have a really wonderful revenue stream, then let's reduce the taxes to our residents. It is going to
33 be minimal in terms of any inconvenience to our residents. He stated that for a while somebody
34 is going to pick up the phone and call the Village because that may be the name and the address
35 on the bill. We could say with any problems with delivery please call this number and it would
36 be whoever gets the contract. That could be kept very minimal. You always run the risk when
37 changing something that you are going to forget to do something that you should have done. The
38 changes that we are talking about are just inconsequential.

39
40 Trustee Waite stated that the only comment that he heard about implementing this is this is just
41 an avenue for the Village to get their foot in the door, and the next thing you know they are
42 going to raise the rate of picking up the trash sky high, just like they do everything else. People
43 were questioning what do we do with all that money that we get in. If we had not of had an
44 increase in revenue over the past eight-years we would be in deep doo-doo right now. It's not
45 beyond the realm of possibility that we might use that as a revenue stream. The waste haulers
46 increases are 3% and we increase it 10%. That is what the comment was all about.

47

1 Trustee Byrd stated that he sees positive and negative in the whole thing. He is assuming there is
2 a lower cost to the residents. The residents are getting a decrease in their rate. He stated that he is
3 a person that likes choices. You are giving a decrease but you are taking away their choice to
4 decide where to go. He believes that is where the basic problem is at. You are getting rid of that
5 choice. He believes that we need to let the residents make a decision on this. He doesn't know
6 how we are going to do that. He suggested a mailing, or a Town Hall Meeting, e-mails, to see
7 what their opinions are on this.

8
9 Village President Meyers-Martin stated that she is going to ask the waste haulers to speak to the
10 Board briefly, summarize, give an overview of how you foresee your service, and how it can
11 enhance the Village. We will get the legal opinion regarding the Opt Out Clause so that we have
12 that in our toolbox as we make a decision. In January we will decide how we are going to
13 incorporate the residents into the final decision.

14
15 Mr. Agema stated when they turned in their first Proposal it did not include yard waste. One of
16 our comments at the time was yard waste is a user pay rate right now. You may have somebody
17 mow your lawn for you and haul the yard waste away. You may mow your lawn and you may let
18 the grass lay. If you do not have yard waste picked up, why should you have to pay anything
19 extra to have that service? That is why they did not propose that with their first Proposal. The
20 advantage for a waste hauler in a contract is we get every home. The efficiencies of the pickup
21 and when the Village does the billing we no longer have to worry about collections. On the other
22 hand, we are a family-owned company. Our customers are extremely important to us. You are
23 probably right that if there is a problem they are going to probably call the Village because that is
24 the one doing the billing. They would welcome the Village to refer those calls over to them.
25 They want to handle those calls because they are going to make those problems go away. You
26 never have a problem in the waste hauling. It is our problem. They currently haul roughly 80%
27 of the homes. It was built up over the years. He believes that the reason they have 80% is that
28 people have appreciated our service. They are not perfect. They make mistakes. They address
29 those mistakes and they take care of them when they are brought to their attention. They would
30 really like to have a contract for the Village, but in the absence of that they are going to continue
31 providing the best service they possibly can. Mr. Agema understands the dilemma that the
32 Village is in going back and forth on it. If it is not broke don't fix it. On the other hand, without
33 increasing the price to your residents you can increase the revenue stream for the Village.

34
35 Mr. Agema stated that in our Proposal we did propose continuing on a Friday pickup. That will
36 be a seamless transition. Hopefully, you will take that into consideration as you consider this
37 Proposal.

38
39 Administrator Mekarski stated that he wanted to let the Board know what we were anticipating
40 in terms of billing. We were not planning to put it on the water and sewer bill. It was anticipated
41 to go out on a separate bill. It wouldn't be a Village bill. It would be a bill that looks identical to
42 the Homewood Disposal bill or the Republic Services bill that already goes out. Customer
43 Service would be directed to Homewood Disposal or Republic Services. The only difference is
44 instead of having the corporate address it would have in care of the Village of Olympia Fields.
45 The money would be going to Olympia Fields where we would administer all the billing and all
46 the collections in case there are defaults. We tried to design a system that would be very
47 seamless to what the residents are now expecting.

1 Trustee Waite stated that Mr. Landini had mentioned that where he lives those billings all come
2 in on the same bill. Mr. Landini stated that is correct. He lives in Dyer. His garbage is on his
3 water bill.

4
5 Village President Meyers-Martin stated that a lot of towns do it that way. We just need not to do
6 it that way. We are not taking any action on this. This was for discussion only tonight. We have a
7 good feel for the scope of what it is that you have to decide. We will get that information
8 regarding the legal opinion for the Opt Out Clause. In January we will seriously look at what our
9 next steps will be.

10
11 **HUMAN RESOURCES:**

12
13 **Library Board Update** – Trustee Nale stated that the Olympia Fields Library Board met on
14 October 29th at 6:00 P.M. in the Community Center. There was some discussion about making
15 necessary changes in the library to accommodate children and adults with special needs. Thanks
16 were expressed to the Village for the invitation to the New Residents Reception. They raved
17 about the food. A table was available to showcase some of the books from the Little Free
18 Library. They thought the invitation to the New Residents Reception was fantastic. They asked
19 Trustee Nale to pass that along.

20
21 The Little Free Library was instituted this past spring. It is located at the entrance to the Olympia
22 Fields Park District. The Little Free Library is in the shape of an open birdhouse. The purpose of
23 it is to encourage reading, by providing free access to books for all citizens regardless of age at
24 no cost. The idea is that residents are able to leave a book that they or their children have read in
25 exchange for another one from the Little Free Library. The Library Board is hoping to open
26 another Little Free Library at the entrance to the 203rd Street Station with the same type of
27 objectives. The library also hopes to have information concerning the outdoor libraries in our
28 Village Newsletter so that all residents can be informed of their existence. The Library Board
29 praised the Village for increasing the lighting in the Conference Center parking lot.

30
31 **Human Resources Committee Update** – Trustee Nale stated that the Human Resource
32 Committee met in October. Trustee Nale distributed several health facts that were placed in the
33 mailboxes of the Department Heads for possible posting. She obtained the information directly
34 from Blue Cross and Blue Shield. She had a good response in asking for future Employee
35 Programs. She stated that some programs mentioned were: Workplace Bullying, Sexual
36 Harassment, Cultural Diversity, Mental Health Issues, Diabetic Awareness, as well as several
37 others. It was also mentioned that the New Residents Handbook needs to be updated. The
38 Committee requested a copy of the current Job Application Form for review. She updated the
39 progress for the Employee Manual recently by deciding that the first meeting in the New Year
40 for the Human Resource Committee would be on February 1st, which would allow hopefully
41 plenty of time to contact to our attorney to see if we could get her to come to that particular
42 meeting. Administrator Mekarski stated very good.

43
44 **Executive Safety Committee Update** – Trustee Nale stated that the Executive Safety
45 Committee met on September 17th. They continued to update various factors which were not in
46 compliance with IRMA's 2014 Compliance Report. Some of those include Hazardous Material
47 Inventory, lead concerns at the gun range practice site, and posting of occupational injuries. All

1 those Committees have been very, very busy. Our highest hopes are for the completion of the
2 Human Resource Committee Employee Manual.

3
4 Administrator Mekarski stated that he concurs. He believes that February is a good time for him
5 and Judy Kolman to come to the Human Resource Committee Meeting. Trustee Nale inquired of
6 Administrator Mekarski whether or not he would contact Judy Kolman to find out whether or not
7 she would be available to attend the meeting on February 1st, before she actually sets that as a
8 meeting date. Administrator Mekarski stated yes.

9
10 **PUBLIC SAFETY:**

11
12 **CVS Pharmaceuticals Medication Collection Unit** – Trustee Gibson stated that she has one
13 item for information only from the Police Department.

14
15 In May of 2014, the Department applied for and received a grant through CVS Pharmacy for a
16 Pharmaceutical Disposal Unit. The Pharmaceutical Disposal Unit is a secured collection unit
17 which allows residents to dispose of unused or unwanted medications in a safe and
18 environmentally friendly manner. Of equal importance, the collection unit gives our residents the
19 opportunity to safeguard their homes and their family members by removing unwanted
20 medication.

21
22 Although the CVS Pharmacy grant provided the collection unit, the grant did not provide a
23 mechanism for the Village to dispose of the medication which is going to be collected. After
24 researching firms and obtaining quotes for disposal services, MedPro, a Naperville based firm
25 was found to provide the best service at the lowest possible cost.

26
27 The collection unit has been placed in the hallway across from the public restrooms and is ready
28 for service. Residents only need to place the unwanted medication and the original container in
29 the provided zip-lock plastic bags and drop the sealed bag in the collection unit.

30
31 Trustee Gibson stated that we have to commend Patrol Officer John Pearson who has
32 volunteered to oversee this worthwhile program. Officer Pearson will be responsible for the
33 associated paperwork and the shipping of unwanted medication back to MedPro.

34
35 We have not really found out the costs associated with this program. That will be reviewed
36 during the Budget Preparation Process. The CVS Store that we are working with is Store #1768
37 located at 3400 Lincoln Highway.

38
39 **REPORT OF VILLAGE ADMINISTRATOR:**

40
41 **Authorization for the Village President to Execute an Amendment for the Professional**
42 **Services Agreement with Teska Associates Inc. for the Creation of the Town Center TIF**
43 **District to Include Governors Office Park and to Authorize Budget Amendments to**
44 **Finance this Expenditure** – Administrator Mekarski stated that the first item he has is a follow-
45 up to our last meeting. At the last meeting we had a lengthy discussion on the feasibility of
46 expanding our TIF Strategy from the Town Center to include the Vollmer Road Corridor and
47 Governors Office Park. We talked about the significant benefits for the Village in financing
48 public improvements, but also to help subsidize, encourage, and incent new development, a

1 higher level of occupancy for our office buildings in Governors Office Park, but also the
2 possibility of transitioning some of the use such as the demolition of some of the offices that are
3 now relatively vacant on Vollmer Road and opening that up for new retail opportunity which is
4 literally across the street from the new Meijer Development. That discussion is ensuing right
5 now with the developer who has an option on the property at Park and Vollmer and Mr. Bhatia
6 who owns four of the buildings. One of them is the building on Vollmer Road.

7
8 Administrator Mekarski stated that the Motion allows us to amend the existing Professional
9 Services Agreement, adding another \$10,000.00, that is \$7,000.00 for the contract with Teska
10 Associates and \$3,000.00 is going to be directed to our legal services and notification in-house
11 for a total of \$10,000.00. He stated that to accommodate that he has worked out two Budget
12 Amendments as recommended by Cynthia Saenz. We currently have \$41,200.00 in the Planning
13 Department's Budget. We would move that from \$41,200.00 to \$51,200.00. He stated that in
14 order to finance that we would take out \$10,000.00 from the Budgeted Surplus where we were
15 budgeting \$33,000.00 as a surplus. That would be reduced to \$23,000.00. That is not counting
16 the surplus that we would add to our Budget with the savings that we realized in health services.
17 We maintain our health costs down to approximately 2%. Cynthia doesn't have those figures.
18 We have adequate funds within the Budget to accommodate this change. We would aggressively
19 bring in the Vollmer Road Corridor and the Governors Office Park. He stated that allowing this
20 expansion of the TIF area allows the Board to move back and forth TIF Increment from the
21 Town Center to Governors Office Park/Vollmer Road Corridor or vice versa.

22
23 Administrator Mekarski stated that TIF Increment can be utilized for public improvements,
24 infrastructure, and the great thing is to incent new development. When you combine this TIF
25 Strategy with the Enterprise Strategy, plus the Broadband Strategy, we see a real opportunity for
26 evolving the Governors Office Park to something that really produces substantial revenue,
27 opportunity, jobs, and commerce for our community.

28
29 Village President Meyers-Martin stated that the Office Park has seen better days. At one point
30 they were over 90% occupied. They now are at about 30% occupied. It is an unfortunate trend in
31 Office Parks and office space. There seems to be a glut of that everywhere. In order to improve
32 and enhance you have to do something. You have to be innovative and you have to be creative.
33 You have to do things that you haven't done before. They say the definition of insanity is doing
34 things the same way and expecting different results. She believes that it is important for us to
35 support any efforts in order to improve our Business Park. It is a great location. It is going to be
36 an even better location, and an even more attractive location with Meijer's coming to the
37 Vollmer Road Corridor. We really need to do this very thing in order to begin to move in a new
38 direction with our Office Park.

39
40 Trustee Waite stated that with the St. James expansion, you are going to have the doctors from
41 all over the place looking for places to hang their shingle because they are going to increase their
42 staff pretty significantly. We should look at tying together with the hospital and getting the
43 names of the people who are moving to this area to practice medicine at the hospital, to make
44 sure that they are all aware of this space that we have that is conveniently located.

45
46 Administrator Mekarski stated that is a very good point. We may come back and look at this
47 Option C of expanding the TIF to the St. James Hospital District. We have to get an
48 understanding from St. James of what is the taxable and non-taxable after the expansion. While

1 they are the biggest Property Tax payer in the Village, the Administrative Offices and Doctors
2 Offices are really moving to Chicago Heights. Our Property Tax base might see a decline. We
3 are getting the acute care from Chicago Heights. He stated that the surgical and maternity is non-
4 taxable. He stated that what may balance it out is the proposed large Hospice Facility that might
5 be built in the 79-acres across the street which is taxable. Administrator Mekarski stated that he
6 and the Village President have asked to sit down with the Chief Financial Officer and their
7 Controller and look at the shifting of uses to determine what is taxable and non-taxable. Then we
8 can take a look at the TIF to see if it makes sense for the Village to include them in there and
9 capture the Increment. There will be a substantial change in assessed value. We don't know if it
10 will be a taxable or non-taxable assessment. That will require more homework before we can
11 recommend expanding it. He stated that for Option B it is solid.

12
13 Trustee Waite stated that there was some significant blow back on the part of the communities
14 that are closest to the Chicago Heights Campus. There were objections on the parts of various
15 Mayors for them making these changes. It still doesn't mean that you shouldn't meet with those
16 executives and try to convince them that they ought to stay with their Administrative Group
17 inside of the Village. Furthermore, it probably wouldn't hurt anything since they are talking
18 about moving it over to Chicago Heights, that maybe they could occupy one of the empty
19 buildings that is already adjacent to their campus. He stated that Chicago Heights probably
20 wouldn't like to have us try to take that business away from them. Chicago Heights has a lot of
21 taxable property already and we need it. Administrator Mekarski stated good point.

22 **Motion by Trustee Hudson, second by Trustee Byrd to authorize the Village President to**
23 **Execute an Amendment to the Professional Services Agreement with Teska Associates Inc.**
24 **for the Creation of the Town Center TIF District to Include Governors Office Park; and to**
25 **authorize the Finance Director to process a Budget Amendment to increase the "Planner**
26 **Fees Line Item" in the General Fund, under "Planning Department," by \$10,000.00;**
27 **Amending the Approved Budget of \$41,200.00 to \$51,200.00; and further Amend the**
28 **Anticipated Budget Surplus, reducing our previously Budgeted Surplus of \$33,232.00 to**
29 **\$23,232.00 in the Fiscal Year 2015/2016 General Fund Budget.**

30 **Roll Call: Ayes (6-0) Motion Carried.**

31
32 **Information Only (No Action) – Status Update for Ordinance #2015-22 – An Ordinance**
33 **Amending the Existing Ford Heights/Sauk Village Enterprise Zone by Altering its**
34 **Boundaries and Including Additional Units of Local Government, Establishing New**
35 **Incentives and Renaming the Amended Enterprise Zone as the Lincoln & 394 Corridor**
36 **Enterprise Zone – Administrator Mekarski stated that the next item requires no action. It is for**
37 **information only. It is the success of nine communities of the South Suburban Mayors and**
38 **Managers Association working together to insure that the Lincoln Highway & 394 Corridor**
39 **Enterprise Zone goes into the State for approval before December 31st. That was achieved**
40 **because Cook County, on behalf of all of the communities that were part of that Enterprise Zone**
41 **assisted in negotiations with a stalemate that existed with Ford Heights. Ford Heights was**
42 **blocking the Amendment of their Enterprise Zone to include the seven other communities until**
43 **they got an Agreement from the seven communities to share Property Tax and Sales Tax**
44 **Revenue. That was a nonstarter for our communities including Olympia Fields. President**
45 **Preckwinkle's Economic Development Office entered into negotiations and ultimately agreed to**
46 **give Ford Heights some dollars and Economic Development in marketing and monies to extend a**
47 **water line. Ford Heights then agreed to allow the Amendment. He stated that seven communities**
48 **will amend into the existing Enterprise Zone that is now occupied by Ford Heights and Sauk**

1 Village. It will be renamed "The Lincoln & 394 Corridor Enterprise Zone." All of the previous
2 Ordinances that you had adopted in your previous sessions are standing. The actual Public
3 Hearing that was held right before Thanksgiving that Trustee Byrd and Trustee Pennington
4 graciously attended is essentially moot. We believe in 90-days we may be able to get approval
5 from the State. That is huge, especially for the timing for St. James. One of the big benefits is the
6 elimination of State Sales Tax for building materials. They are doing about \$120,000,000.00 to
7 \$137,000,000.00. Their minimum savings for building materials for \$120,000,000.00 would be
8 \$7,200,000.00. That gives a little bit of room for this Board to remind St. James what we
9 potentially are saving them to possibly get some additional benefits for the Village.

10
11 Trustee Waite stated that there is Sales Tax on equipment, not just building materials. All of that
12 high tech equipment they are bringing in, you are talking about millions and millions.

13
14 Administrator Mekarski stated that you are absolutely right. There is an additional incentive as
15 you can see in the Enterprise Zone Intergovernmental Agreement that provides for machinery
16 and equipment consumables, and pollution control facilities. It is a 6.25% Sales Tax Exemption.
17 You are right. That is a good point.

18
19 Trustee Waite stated that they are going to be bringing in a whole bunch of new jobs. There are
20 State Incentives for companies who are expanding to get tax credits on a per job basis. They also
21 get tax credits for training new employees.

22
23 Administrator Mekarski stated that this tool combined with your TIF Strategy for Governors
24 Office Park could be explosive if we market it properly. We have some tools to attract new
25 commerce to the Village.

26
27 Trustee Waite stated that the other thing is for people not so wealthy they can run a pickup and
28 delivery service for people who might be coming to this campus from all over the region, by
29 picking them up at the Train Stations and taking them over to the hospital. He stated that it could
30 be people wanting to visit patients. A lot of people out here don't like going to the University of
31 Chicago, Rush Presbyterian, or Northwestern because they have to go downtown. This gives us
32 an opportunity to work that in reverse.

33
34 Administrator Mekarski stated that the Village President's Economic Development Committee
35 setup various Subcommittees with the hospital to infuse members of the Economic Development
36 Committee, the Board of Directors of the Hospital, and our Board into issues on transportation,
37 visioning and business attraction. The Village President completed last week a meeting with
38 Arnie Kimmel on Transportation. Tomorrow is the first meeting of Visioning. The intent as these
39 go forward the Village President will be seating these with representatives of this Board just as
40 Arnie is seating them with his Board so we can have some brainstorming with our Hospital
41 District on how to attract business, or how to get the right transportation, or move in the right
42 common direction for a vision mission, goals and objectives, and strategies.

43
44 Trustee Waite stated that the idea that the Reverend had about Tolentine and working with the
45 Department of Defense and using it for a Rehabilitation Center for soldiers that need to be
46 rehabilitated back into the community is not dead. It is dead as far as the Reverend is concerned.
47 There is a new group working on that. He was introduced to somebody at a Christmas Party. The
48 gentleman stated that he has a group that is working on that. Trustee Waite suggested that the

1 gentleman might want to contact our Veterans Liaison and work with the Veterans to help make
2 that project come to fruition.

3
4 Trustee Pennington stated that we are looking at that. The Veterans here in Illinois have a grand
5 sponsor, a great friend in Dick Durbin. He is doing a lot for the Veterans in the State of Illinois.
6 The Veterans Committee here, along with our Chairman Joe Martin, is looking at that very
7 aspect to work with those groups that have discussed Tolentine and the possibility of using that
8 facility.

9
10 Trustee Waite stated that the Veterans are keenly interested in the expansion of St. James. They
11 feel that brings some services to an area where the Veterans could use it.

12
13 Administrator Mekarski stated that there is no action required on this item. It is just positive
14 news. He thanked Trustee Byrd and Trustee Pennington for attending the Public Hearing on the
15 Enterprise Zone. It was beneficial for them to attend because they got a good presentation from
16 Mr. Chandler on the benefits of the Enterprise Zone.

17
18 **REPORT OF VILLAGE PRESIDENT:**

19
20 **Controversy Regarding Franciscan St. James Hospital** – Village President Meyers-Martin
21 stated that she wanted to speak to the discussion about the hospital, and sort of the controversy
22 that has been swirling around regarding the consolidation of Franciscan St. James Hospital to
23 Olympia Fields. She had a very robust conversation with Mayor Gonzalez regarding the plans of
24 St. James. Village President Meyers-Martin and Administrator Mekarski attended several of
25 those planning sessions with their consultant. They always wanted Chicago Heights to be at the
26 table. When they weren't, they always asked why they weren't involved. It was a little surprising
27 that now there is this real huge controversy. They had a Public Hearing Friday that was not
28 conducive to any progress, any rational conversations. We will continue to participate with St.
29 James in their plans to relocate some of their acute services here to Olympia Fields. This was
30 part of their strategy after they decided they were not going to sell the hospital. We were all very,
31 very concerned about that at one time. She stated that going forward they will continue to
32 participate in those discussions as they go forward and have additional Public Hearings. She
33 hopes that there will be more opportunity for rational conversation to take place. At that
34 particular hearing Senator Hutchinson and Representative DeLuca were there. Neither of them
35 felt comfortable in speaking because it was just not conducive to that kind of talk. As things calm
36 down and they move forward, she hopes there will be more opportunity for the truth to come out
37 and for there to be a more organized movement in progress in that area.

38
39 **Business Connections Breakfast** – Village President Meyers-Martin stated that on December
40 7th Business Connections had their breakfast here. It was a huge success. Every seat in the room
41 was taken up with standing room. Congresswoman Kelly, Senator Hutchinson, and Village
42 President Meyers-Martin were on a panel to talk about Economic Development. A lot of good
43 information got out to the attendees. It flowed really well to the Federal level, to the State level,
44 to the local level, and how all three of those things have to be in place in order for there to be
45 success. Trustee Byrd and Trustee Hudson were there. She thought that it went really well.
46 Village President Meyers-Martin is very excited about the information that came out of that
47 panel discussion.

48

1 **Unclaimed Money at the State Treasurer's Office** - Village President Meyers-Martin stated
2 that she works for the State Treasurer's Office. They did a Study on the south suburbs. The State
3 Treasurer is holding over \$126,000,000.00 in unclaimed money just in the south suburbs.
4 Olympia Fields has 6,587 residents that have money in the vault at the State Treasurer's Office.
5 That comes to \$1,144,311.00. She suggested that everyone go to the Website and see if your
6 name is there. She is talking with her office to maybe do an I-Cash Event just for the people in
7 Olympia Fields.

8
9 Administrator Mekarski inquired of Village President Meyers-Martin whether or not that
10 includes business addresses as well.

11
12 Village President Meyers-Martin stated that businesses are included too, including the hospital.
13 The hospital is owed a lot of money.

14
15 Trustee Waite stated that if there is no activity for a certain period of time on bank accounts the
16 State will take it. Village President Meyers-Martin stated that it is five-years on bank accounts.
17 Each State has their own Website that you can check to see if you have unclaimed money.
18 Village President Meyers-Martin stated that Mr. Rose had a CD that had gone dormant. The
19 bank has the legal ability to take that money and send it to the Treasurer's Office without you
20 knowing it. It was \$32,000.00. He didn't know about it and they called him. There is a woman in
21 Chicago that has \$200,000.00 in unclaimed money. They can't give it to her because every time
22 they call her she hangs up. They sent an Alderman to her house.

23
24 **Meeting with Principal Whittaker at Rich Central High School** – Village President Meyers-
25 Martin stated that she had a meeting with the new Principal at Rich Central High School to talk
26 about our Internship Program for the Economic Development Committee. Principal Whittaker is
27 totally onboard with that. We are pulling together the elements that were previously in place
28 from the previous Principal. This will begin in 2016. Last year when we had the intern she was a
29 senior, but by the time she came onboard to work with us she was in the throes of graduation,
30 prom, and getting ready to go to college. It didn't gel well at that time. We want to get our intern
31 in place at the beginning of the year as opposed to the end of the year. Principal Whittaker is in
32 agreement with that. The Country Club is onboard with getting the Rich Central Golf Team
33 involved with the Country Club. We are very excited about that. In our conversations with Arnie
34 Kimmel at St. James, he is looking at adding some health related classes to Rich Central High
35 School in order to get those students that are interested, interested in health care and health care
36 careers. She believes that 2016 is going to be a great year with a lot of innovation and a lot of
37 progress. She is excited to see all of those things taking place.

38
39 **Road Trip for the Trustees** – Village President Meyers-Martin reminded the Trustees that
40 Friday is their road trip to Glenview. Administrator Mekarski stated that the bus leaves here at
41 7:00 A.M. You get to the site at 8:30 A.M.

42
43 **UNFINISHED BUSINESS:**

44
45 **Heat in the Board Room** - Trustee Gibson stated she was wondering whether or not she and
46 Trustee Nale are going to have to buy a little heater because it is cold in here. Trustee Pennington
47 stated that his feet are cold. Trustee Gibson stated that we are freezing. It is cold in the
48 wintertime and it is cold in the summertime.

1 Village President Meyers-Martin stated maybe it is because you are close to the windows.
2 Trustee Gibson stated that she doesn't know what it is. Just imagine if it is cold now and we are
3 freezing, what is it going to be when we really get wintertime temperatures.
4

5 Administrator Mekarski stated that as the Board knows we have got a State Grant that right now
6 is being suspended by Governor Rauner to replace the HVAC System in this room because it is
7 so temperamental. Trustee Gibson stated that she knows. It has been going on for the last couple
8 of years and we are still cold.
9

10 The Board did not have any Unfinished Business to discuss this evening.
11

12 **NEW BUSINESS:**
13

14 **2016 Public Meeting Schedule** – Village President Meyers-Martin stated that you have the 2016
15 Public Meeting Schedule in your Board Packet.
16

17 Trustee Gibson stated that there is one error on that. She is sure that the Economic Development
18 Committee isn't meeting on January 17th which is a Sunday. Evidently it is a typo, and it should
19 be January 27th.
20

21 Trustee Nale stated that those are not the correct dates for the Human Resource Committee
22 Meetings. She stated that might be her fault because she didn't send in the dates to Naomi as yet.
23 She didn't know when they should be in.
24

25 Village President Meyers-Martin stated that those changes we will get to Naomi.

26 **Motion by Trustee Gibson, second by Trustee Pennington to approve, publish and**
27 **distribute the 2016 Public Meeting Schedule with the changes provided and additional**
28 **dates included for all Boards, Commissions and Committees.**

29 **Voice Vote: All Ayes Motion Carried.**
30

31 Trustee Pennington stated that he wanted to raise a question. He is going back to the comments
32 that she made earlier, as well as comments that Administrator Mekarski made with respect to the
33 collaborative effort by this Village and St. James Hospital, and the Subcommittees that have
34 been drawn up. It is his understanding that the St. James Hospital Board is actively working.
35 Trustee Pennington inquired of Village President Meyers-Martin whether or not it is her intent to
36 place any of the Trustees since we are a Board, on any of these standing Committees:
37 Transportation, Visioning, and Economic Development.
38

39 Village President Meyers-Martin stated that the Economic Development Committee came up
40 with the branding idea when they brought it here and did their presentation to everyone about
41 how they wanted to work with St. James in their branding strategy. That is how this started off.
42 Once it was presented here to the Board and there was receptiveness and approval, they had to
43 talk to Arnie Kimmel the CEO of St. James to find out if there was similar enthusiasm on the
44 part of the hospital. We discovered that there was. Arnie Kimmel brought on his Board Members
45 to meet with us, so that we could have a consensus of what was important for the hospital as well
46 as the Village in terms of how this branding strategy would move forward. Now that those
47 Subcommittees have been formed, Transportation being Number 1, Visioning, and then Business
48 Attraction, we are just trying to get our strategy in place. Transportation knows what they are

1 trying to do. Once all of those Subcommittees have had their first initial meeting, then we can
2 expand and ask the Board Members if they are interested in participating.

3
4 Trustee Pennington inquired that since there is a Visioning Meeting tomorrow, is anyone on this
5 Board assigned to that Subcommittee.

6
7 Village President Meyers-Martin stated that they haven't met yet. They are meeting so that they
8 can get what it is that that Subcommittee wants to accomplish first.

9
10 Administrator Mekarski stated that right now he and some members of the Economic
11 Development Committee and some representatives from the Hospital Board are on that
12 Subcommittee.

13
14 Village President Meyers-Martin believes that when the Economic Development Committee
15 made that presentation that they had mentioned that that was what they wanted to accomplish in
16 terms of the Subcommittees working with the Hospital Board. She stated that not all of those
17 Subcommittees have met. Transportation has met. Visioning has not. There are two others. Once
18 they have a clear picture of what they need to accomplish, and what their goals are, that's when
19 we can start to incorporate Board Members to participate as well.

20
21 Trustee Byrd believes that Planning was one of those Subcommittees too. They took Zoning out.

22
23 Administrator Mekarski stated that the one that would be most synonymous with the Planning
24 would be Visioning because the Planning Commission gets involved with Master Planning,
25 visioning for the community, and the creation of the Town Center and other visioning things.

26
27 Trustee Waite stated that Pat Ormsby is the Chairman of the Board of Directors of St. James. We
28 have a good friend on the Board. Village President Meyers-Martin stated that Calvin Jordan is
29 participating, and Dr. Burke. She is excited about the implementation of the ideals that have been
30 proposed to them. Once there is a consensus between Economic Development and the Board that
31 is when we can expand and get more participation.

32
33 **RESIGNATIONS AND APPOINTMENTS:**

34
35 Village President Meyers-Martin stated that she did not have any Resignations or Appointments
36 this evening.

37
38 **EXECUTIVE SESSION:**

39
40 **To Discuss Matters of Personnel - Open Meetings Act Section 5ILCS120/2(c)(1) – With a**
41 **Need to Reconvene** – Village President Meyers-Martin asked if she could have a Motion to go
42 into Executive Session to Discuss Matters of Personnel according to the Open Meetings Act
43 Section 5ILCS120/2(c)(1) with a need to reconvene. We will be reconvening after the Executive
44 Session.

45 **Motion by Trustee Pennington, second by Trustee Byrd to go into Executive Session at 9:20**
46 **P.M. to Discuss Matters of Personnel according to the Open Meetings Act Section**
47 **5ILCS120/2(c)(1) with a need to Reconvene.**

48 **Voice Vote: All Ayes Motion Carried.**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

RETURN TO OPEN SESSION:

Motion by Trustee Byrd second by Trustee Nale to go back into Open Session at 10:19 P.M.

Voice Vote: All Ayes Motion Carried.

**Performance Pay Adjustment for Executive Assistant – Establishment of Salary
Adjustment Milestone for Completion of Education Requirements and Certificates –**

Motion by Trustee Gibson, second by Trustee Pennington to table this matter.

Roll Call: Ayes (5) (Trustee Waite voted No) Motion Carried.

Village President Meyers-Martin stated that this is our last Board Meeting before Christmas.
Merry Christmas!

ADJOURNMENT:

Motion by Trustee Pennington, second by Trustee Byrd to adjourn at 10:23 P.M.

Voice Vote: All Ayes Motion Carried.

Respectfully submitted by Faith Stine.