

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
2 **REGULAR MEETING OF THE BOARD OF TRUSTEES**
3 **Held on October 27, 2014**

4
5 The Regular Meeting of the Board of Trustees was held on Monday, October 27th, 2014, 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. Village
8 Administrator/Village Clerk David A. Mekarski called the roll.

9
10 Present: Trustees – Gibson, Nale, Oliver, Byrd, Hudson, and Waite
11 Village President Debra Meyers-Martin
12 Village Administrator/Village Clerk, David A. Mekarski

13
14 Absent: None.

15
16 **APPROVAL OF MINUTES:**

17
18 **Motion by Trustee Gibson, second by Trustee Nale to suspend the reading of the Minutes**
19 **of September 23rd, 2014, and October 14th, 2014.**

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

21
22 **Motion by Trustee Gibson, second by Trustee Oliver to approve the Minutes of September**
23 **23rd, 2014, and the Minutes of the Special Meeting of the Board of Trustees for October**
24 **14th, 2014 as presented.**

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

26
27 **BILLS FOR APPROVAL:**

28
29 Village President Meyers-Martin stated that she had Bills for approval in the amount of
30 \$146,247.94. There is a Cover Memo designating the more significant payouts.

31 **Motion by Trustee Hudson, second by Trustee Gibson to approve the payment of Bills for**
32 **October 27th, 2014, in the total amount of \$146,247.94.**

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

34
35 **Motion by Trustee Waite, second by Trustee Oliver to Amend the Agenda to bring our**
36 **Executive Session up to this point of the Agenda.**

37
38 Village President Meyers-Martin stated that we will be coming back into Open Session in about
39 10 minutes. Our Financial Advisor is here and she needs to make a brief presentation for our
40 Executive Session and not wait until the end of the Agenda.

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

42
43 **EXECUTIVE SESSION:**

44
45 **To Discuss Matters of Pending Litigation – Information Only – Open Meetings Act Section**
46 **5ILCS120/2(c) (11) -**

1 **Motion by Trustee Oliver, second by Trustee Gibson to go into Executive Session at 7:06**
2 **P.M.**

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

4
5 **RECONVENE TO OPEN MEETING:**

6
7 **Motion by Trustee Gibson, second by Trustee Nale to go back into Open Session at 7:32**
8 **P.M.**

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

10
11 **COMMUNICATIONS & PETITIONS:**

12
13 **Village President Meyers-Martin opened Communications & Petitions at 7:33 P.M.**

14
15 **Municipal Services Presentation – Mike Furrer, AM Audit –** Village President Meyers-
16 Martin stated that we have a presentation tonight from Municipal Services, AM Audit with Mr.
17 Mike Furrer. Mr. Furrer introduced Mr. Greg Karr, President of AM Audit. Mr. Karr thanked the
18 Board for the opportunity to speak about their company. The company was founded in 2002.
19 They have worked with over 100 Municipalities in helping them balance their Budget through
20 Utility Audits. The Village has relationships with utilities in three areas. 1. The utilities collect
21 taxes for the Municipalities. 2. You have a Franchise Agreement with them where you are
22 loaning to them rights-of-way. In exchange for that the Municipality receives compensation. 3.
23 The last area they Audit are the Village’s costs for the services that it receives, electricity, natural
24 gas, and telecommunications. They Audit natural gas, electricity, and telecommunications in the
25 areas of taxes, franchise and your costs. They use a contingent fee approach to doing these
26 audits. They provide the consulting services at no cost unless they find monies, savings, or
27 revenues for the Village. They share with the Village 50/50 on those services for a period of 36-
28 months. After the 36-month period, those savings and those revenues are 100% the Village’s
29 benefit. The amount of time and effort required on behalf of the Village is very minimal, about
30 three to five-hours. They are able to get most of the information that they audit from the actual
31 utilities. Once they have that information they come back to the Village with a report outlining
32 what they have found. They don’t make any changes to the Village’s services without the
33 permission of the Village.

34
35 Mr. Karr stated that they require one month’s worth of bills for electric, gas, and phone from the
36 Village. They bring the highest value opportunity first to the Village. That takes about 60-days.
37 Once they bring that to the Village, the Village has to authorize those findings, and then AM
38 Audit does all of the implementation. It is typically 30 to 60-days before you start seeing the
39 benefit in your bills. In the case of tax collections you will see increased revenues. They have
40 looked at the situation in the Village. They believe that there are potentially some significant
41 revenues that are going uncollected right now due to deregulation. Many of these new utility
42 companies coming into the market selling third party gas are not collecting the taxes that you
43 have on your books through Ordinance. Mr. Karr stated that they reach out to those companies
44 and make sure that they are indeed collecting those taxes. Deregulation is going to continue to
45 grow over time. As it grows, your revenues are going to start going down in gas and electricity.
46 Telecommunications is always a tough one to understand in terms of what your expectation is in
47 revenue. Mr. Karr stated that in his experience in talking to numerous Municipalities, your tax

1 revenues vary widely over the course of the year. That is another area that they take a look at.
2 They get information from the Department of Revenue and make sure that all of the phone
3 companies in the community are indeed collecting phone taxes.
4

5 Mr. Karr stated that in terms of your Franchise Agreement, we examine those and work with the
6 utility to make sure that you are getting the right compensation under those Franchise
7 Agreements. “Franchise Agreements” are between you and the utility. You have rights-of-way.
8 Nicor lays pipeline. ComEd runs wires across public lands. As a result you have an Agreement,
9 and in that Agreement it spells out compensation that you are entitled to for giving them the right
10 to use those common areas. A lot of times those Agreements are very old and have not been
11 looked at in 30, 40-years. Administrations change over time and those benefits get lost. They
12 reexamine the Agreements and fight on the Village’s behalf to get those revenues back, or those
13 sources of compensation back so this money can flow to your bottom line. The last thing that
14 they look at is the Village’s cost for gas, electric and telecommunications. Sometimes they find
15 that the Village could be on a lower rate for phone, gas or electricity. Mr. Karr stated that they
16 would love to have Olympia Fields as part of their group of Municipalities.
17

18 Administrator Mekarski stated that he and the Village President met with AM Audit to go over
19 all of their material. One of the things that they talked to Mr. Furrer about was the E911
20 surcharges. That is an area that Administrator Mekarski believes needs attention. There have
21 been so many changes with moving from landlines, to cell phones, to voice over IP, and multiple
22 voice over IP companies. Some are regulated by State Statute. The voice over IP appears to be
23 regulated by Contractual Agreements. We are not 100% confident that we are getting 100% of
24 our E911 surcharge as required by our rate set by Referendum and/or those that are done by
25 those individual Agreements.
26

27 Village President Meyers-Martin stated that she didn’t know if he had an opportunity to look at
28 that at all. Mr. Furrer stated that he has. Their Telecommunications Team is looking aggressively
29 into this. It has come to their attention in the past, that there is a lot of revenue being thrown
30 around in that area. They are looking at where the money is going and which town is getting
31 what. He stated that every single call that is made, how do they decipher and determine where
32 exactly that call was placed, and what corporate boundary that revenue should flow to.
33

34 Mr. Karr stated that as to all of this, it is only as good as the information they can gather. Maybe
35 we can work with Administrator Mekarski to come up with a way to collect the data in
36 compliance with whatever regulations are involved. The issue they will be faced with is how
37 willing is the E911 group willing to give them the information to audit. He was involved with the
38 law that was passed that forced Nicor and ComEd to reveal the data that they use to collect the
39 taxes for all the Municipalities in the State of Illinois. Prior to the law being passed in October of
40 2010, you could not audit the tax collections.
41

42 Administrator Mekarski stated that the reason this is so significant, it costs the Village about
43 \$340,000.00 or \$330,000.00 to be a member of SouthCom. It should be self-sufficient. The
44 revenues from E911 should be supporting the operation. It is not. Our General Fund subsidizes
45 911 by a Quarter Million Dollars. The Referendum that we tried to pass two-years ago was
46 designed to increase the E911 surcharge so that cell phones, voice over IP, and landlines would
47 be charged a rate equal to what the service delivery costs us. It is one thing that the Board needs

1 to draw attention on. The Water Fund is managed like a Business Account, an Enterprise
2 Account. The Sewer Fund is the same way. The expenses are always met with rates. It is
3 subsidized by the General Fund. That is not the case for E911. It is something that we need to
4 repair. It may require a separate contract with SouthCom. He is sure that every Municipality
5 would embrace this kind of analysis because they are in the same situation.
6

7 Mr. Karr stated that is an area that is ripe for review. He has done some reading on that very
8 topic. Very little investigation has been done thus far. They would be on the forefront working
9 on this. They would like to explore that deeper.
10

11 Village President Meyers-Martin stated that we have the list of some of the Municipalities that
12 you work with here. One of them is part of that SouthCom Group. They would have some
13 numbers that you would be able to investigate. We did an Energy Audit.
14

15 Administrator Mekarski stated that was done about 2006 or 2007. We did gain some significant
16 savings. He is familiar with the firm from their work in Matteson because it was under his
17 direction at that time. They received substantial savings during the Matteson Investigation.
18

19 Village President Meyers-Martin stated that you have provided us with a contract. We are going
20 to let our Legal Advisor look this over and make sure that everything is clear. We will then have
21 the Board make the decision whether or not we are going to move forward with that Energy
22 Audit. She thanked them for coming out this evening.
23

24 Administrator Mekarski stated that it is sort of a win-win. If we don't do it we won't get the
25 savings. If we do it, we have to share the savings, but afterwards it is 100% ours. It won't cost
26 the Village anything to initiate it.
27

28 Mr. Karr stated that people don't want to pay money to save money. In this case there are no
29 upfront costs whatsoever. We have the right incentives to find as much as we can, because that is
30 the only way we make money is through finding savings, revenues, refunds, credits or whatever.
31 Our goals are aligned perfectly with your goals, because you are looking to retrieve as much
32 money as possible to provide the Village services. We are looking to have as much money as we
33 can to continue to grow our business.
34

35 **Rules for Compliance with Public Comment Requirements of the Illinois Open Meetings**
36 **Act** – Mrs. Nancy Dietz stated that she knows that the Board is going to be discussing the Rules
37 for Compliance with Public Comment Requirements of the Illinois Open Meetings Act. Mrs.
38 Dietz inquired whether or not the time limit is mandatory.
39

40 Village President Meyers-Martin stated that the time limit is not mandatory. We do have to have
41 Rules in place, which at this point we do not. The Illinois Attorney General is requiring that
42 Municipalities have something in place, but the time limit is certainly arbitrary.
43

44 Mrs. Dietz stated that she was thinking that three minutes is not a lot of time. She was wondering
45 why after all these years, the Board would want to limit it. They were discussing three minutes.
46

1 Village President Meyers-Martin stated that she said this at the Board Meeting when we
2 broached the subject initially, and that was this was a boilerplate draft. It is a common draft that
3 is used across the board Municipality to Municipality. However, you can customize any of the
4 things in there in terms of time limits, when you have your public commentary, whether it is the
5 beginning of the meeting, or the end of the meeting. She stated that all of that can be designed
6 specifically for each Municipality. That was just a suggestion in terms of three minutes because
7 the ultimate goal is not to have one person taking over a meeting. You do have to have some
8 time limitations. But the timeline is certainly negotiable.

9
10 Trustee Waite stated that if someone came to you and said that they have something that they
11 would like to present and they think it would take five minutes, he inquired whether or not that is
12 something that you might relax that rule.

13
14 Village President Meyers-Martin stated that you can Motion to extend their allotted time. If they
15 are not finished, you can certainly allow them to complete their statements.

16
17 Administrator Mekarski stated that the draft that is presented tonight for the Board's
18 consideration has various amendments and suggestions that the Board Members delivered at the
19 last meeting, as well as comments from the public. It has that flexibility. It can be further
20 amended on the floor by the Board Members today if it is the wish of the Board. Village
21 President Meyers-Martin closed Communications & Petitions at 7:50 P.M.

22
23 **CONSENT AGENDA:**

24
25 Village President Meyers-Martin stated that the next item is the Consent Agenda. The Consent
26 Agenda consists of items that are considered routine and therefore not requiring discussion.
27 There is one item on the Consent Agenda, Item 5(A). It is a recommendation for payment of
28 Invoice #939C112C241R to the National Power Rodding Corporation.

29
30 **A. Recommendation for Payment of Invoice #939C112C241R to National Power Rodding**
31 **Corp. for work completed in connection with The Traditions Subdivision Storm Sewer**
32 **Cleaning and Televising Project – Payment Request #2 – Final – IKE Community**
33 **Stabilization Program Grant #08-357008 in the amount of \$2,321.25.**
34 **Motion by Trustee Waite, second by Trustee Gibson to approve the recommendation for**
35 **payment of Invoice #939C112C241R to the National Power Rodding Corporation in the**
36 **amount of \$2,321.25.**

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

38
39 **FINANCE:**

40
41 **July and August 2014 Financial Statements** – Trustee Byrd stated that tonight he will be
42 presenting the July and August Financial Statements. Trustee Byrd stated that if you look at the
43 Revenue side of the General Fund for the month of July, we outperformed in Revenue the
44 Budget by \$2,500.00. The Village budgeted \$678,526.80. The Village actually received
45 \$681,029.08. The Water Fund and the Sewer Fund continues to show a deficit in July. That
46 Revenue is showing low due to the fact that the increase for the Water Fund and Sewer Fund
47 rates will not be coming into effect until July and August. You will start seeing an increase in

1 that section there. In the Water Fund the Village had budgeted \$186,615.50. The Village actually
2 received \$144,495.28. In the Sewer Fund the Village had budgeted \$116,687.17. The Village
3 actually received \$98,234.88. In August you see an increase in those two funds in Revenue.
4

5 Trustee Byrd stated that with regard to Expenses in the General Fund for July, the Village had
6 budgeted \$557,510.29. The actual Expenses were \$564,828.81. In the Water Fund the Village
7 had budgeted \$206,567.43. The actual Expenses were \$190,803.78. In the Sewer Fund the
8 Village had budgeted \$251,858.89. The actual Expenses were \$251,656.91. In the Expense side
9 of the Water Fund and the Sewer Fund we are making some savings there. Although, the
10 Revenue is not up, we are under in our Expenses on those two funds. The Sales Taxes are up. It
11 was up \$5,000.00 in July in Revenue. He stated that Towing and Impound was up \$4,000.00 in
12 the month of July. RedFlex was up \$5,000.00 in the month of July. We have seen an increase in
13 those three items. The Real Estate Taxes were in, but we did not receive all that we expected
14 during the month of July. Utility Taxes are down. He stated that an Audit might be in place.
15

16 Trustee Oliver stated that under RedFlex there is a new item being listed "RedFlex Collections."
17 Trustee Byrd stated that he will touch on that in a few minutes.
18

19 Trustee Byrd stated that in the "Current Month Surplus/Deficit" for July there was a deficit to the
20 Budget on the actual side. The Village was expecting \$121,016.51 as our surplus. The Village
21 actually had \$116,200.27. It is about \$5,000.00 off of what the Village expected to have for the
22 month of July. In the Water Fund the Village had budgeted a deficit of \$19,951.93. The Village's
23 actual deficit was \$46,308.50. It is based on the receipt of the money for the increase in the water
24 and sewer rates which has not hit us yet. In the Sewer Fund the Village had budgeted
25 \$135,171.72. The Village had an actual deficit of \$153,422.03.
26

27 Trustee Byrd stated that if you look at the "Year to Date Surplus/Deficit" which takes the first
28 three months, in the General Fund the Village had budgeted to have a deficit of \$448,880.47. We
29 have an actual deficit of \$418,102.71. There is a positive there. Although, we had budgeted for a
30 deficit, our deficit is heading towards the positive column. We are doing well in the General
31 Fund. In the Water Fund the budget was for a \$174,354.41 surplus. The Village actually had
32 \$36,140.76. It is about \$138,000.00 less than what we had budgeted for. In the Sewer Fund the
33 Village had budgeted for the first three months to be in a deficit of \$111,966.91. The Village is
34 actually at a deficit of \$170,440.85.
35

36 Trustee Byrd stated that to answer Trustee Oliver's question on the RedFlex, that is for the
37 collections that are past fines that you are seeing there, which was not budgeted for.
38

39 Administrator Mekarski stated that we had a company for collections that was associated with
40 RedFlex. They had a very low performing rate of return as compared to Roger Wood that does
41 our regular collections for our other Municipal Tickets. The Village worked with RedFlex to
42 drop their Collection Agency and entered into a contract with Roger Wood. This is going after
43 the very large liability that was on the books which was over \$1,000,000.00. These are folks
44 from all around the country that have gone on Lincoln Highway and violated the lights and have
45 not paid. We also instituted a boot and tow warning and sending it out to folks in California,
46 Oregon, and Indiana, that if they don't pay the Municipality for this fine, they would be subject
47 to towing their vehicle and booting. That has helped the collection. He stated that our rates are

1 substantially higher. On a Budget basis he believes that we are budgeting in the neighborhood of
2 \$13,000.00 or \$14,000.00 a month. It is averaging \$21,000.00 or \$22,000.00 a month. We are
3 doing much better. Hopefully, that will continue throughout the year.
4

5 Trustee Byrd stated that we are basically in the first three months on the RedFlex. We are at
6 \$15,000.00 more than what we had budgeted for which is good, and \$19,000.00 on Towing and
7 Impound. The Sales Tax is \$11,000.00 for the first three months.
8

9 Village President Meyers-Martin stated that we tried to be conservative on those projections.
10

11 Trustee Byrd stated that he noticed during the first three months on the police side, full time is
12 down which is a good savings of \$71,000.00. He wanted to thank them for that. Part time is up
13 \$30,000.00. We are balancing out there compared to what was going on last year.
14

15 **July Treasurer's Report** - Trustee Byrd stated that you have the July Treasurer's Report. The
16 Village has \$6,294,689.26 in cash. It shows the different accounts. If anyone has any questions
17 feel free to ask him.
18

19 **August Financial** – Trustee Byrd stated that in the month of August, the Revenue Side the
20 Village budgeted \$902,626.80. The Village actually received \$877,295.46, about \$25,000.00
21 less. In the Water Fund and the Sewer Fund you will notice a significant change in the month of
22 August compared to July. The Village had budgeted \$186,615.50 in Revenue. The Village
23 received \$212,021.15. In the Sewer Fund the Village had budgeted \$116,687.17. The Village
24 received \$121,646.35. There is an increase in the Revenue starting in the month of August in
25 those two funds.
26

27 Trustee Byrd stated that on the Expense side all of the actuals were less than the budgeted
28 amount which was excellent. The General Fund had a \$606,929.29 budget. The Village actually
29 spent \$576,032.57. In the Water Fund the Village had budgeted \$169,683.80 in Expenses. The
30 Village spent \$148,511.63. In the Sewer Fund the Village had budgeted an Expense of
31 \$69,537.64. The actual Expense for that month was \$59,656.32. He stated that RedFlex is up.
32 Sales Taxes are up. The Utility Tax was slightly down again for that month.
33

34 Trustee Byrd stated that for the "Current Month Surplus/Deficit" the budgeted amount for the
35 current month's surplus was \$295,697.51. The Village's actual surplus was \$301,262.89. It was a
36 positive of \$6,000.00. In the Water Fund the Village budgeted for \$16,931.70. The actual was
37 \$63,509.52. It was \$47,000.00 more than what the Village had budgeted for. In the Sewer Fund
38 the Village had budgeted for \$47,149.53. The Village's actual surplus was \$61,990.03.
39

40 Trustee Byrd stated that the "Year to Date Surplus/Deficit" reflects the first four months. In the
41 General Fund the Village had budgeted for and has a deficit at this time of \$153,182.96. The
42 Village is actually at \$116,839.82. We are ahead of the deficit that we had been budgeting for at
43 this time. In the Water Fund the Village had budgeted to have a surplus of \$191,286.11. The
44 Village's actual surplus right now is \$99,650.28. In the Sewer Fund the Village had budgeted
45 \$64,817.38. The Village actually had \$108,450.82.
46

1 **August Treasurer’s Report** – Trustee Byrd stated that for the August Treasurer’s Report the
2 cash on hand is \$6,758,489.37.

3
4 **BUILDING:**

5
6 **Holiday Awards** - Trustee Hudson stated that she did not have a Formal Report this evening.
7 Trustee Hudson wants everyone to understand what they are going to do next as far as the
8 beautification of the Village. She is sure that everyone is getting excited about the holidays. She
9 stated that in the summer if you had a beautiful garden or yard we recognized that fact. We tried
10 to make sure that you got a notice that we understand that you did do something about your yard.
11 We gave out some Certificates. Trustee Hudson stated that in December, the Beautification
12 Committee is going to give recognition to individuals whose yard is decorated. The Homeowners
13 Associations go around and give the Beautification Committee information on their
14 Homeowners Association Group as to which ones they think are beautiful. The Beautification
15 Committee goes around to wherever the Homeowners Associations tells them to go. They look at
16 the homes and grade them from one to five. They look at the curb appeal, creativity, originality,
17 and the coordination to the décor of the home. It doesn’t mean that you have to have a lot of little
18 animals and other things sitting there. They have given Certificates to people who had nothing
19 but lights on their house. They add up the votes and whoever had the highest votes will get
20 number one; the next highest gets number two; and the next highest gets number three. Everyone
21 has a chance. Sometimes the Homeowners Associations do not recognize some of the houses the
22 Beautification Committee recognizes. The Beautification Committee will give that individual a
23 recognition letter to let the homeowner know that the Committee did recognize that their home
24 was beautiful. Trustee Hudson will announce the date in December when the Beautification
25 Committee will be looking at the homes. She stated that you can get started now by buying
26 things while they are on sale.

27
28 **PLANNING:**

29
30 **Family Fall Festival – Request for Budgeted amount of \$1,000.00 to the Olympia Fields**
31 **Park District** – Trustee Oliver stated that on September 27th, the Olympia Fields Park District
32 held its Family Fall Festival. It was an awesome day. It was a beautiful day. Usually it is cold, or
33 raining, or snowing. There were lots of rides and activities. They had a band. There were a lot of
34 volunteers from the high school level. Unfortunately, there wasn’t a whole lot of participation
35 from the immediate area. There were a lot of people that came from outside of the area. He did
36 an informal poll to find out how they found about the event. Apparently, there was a lot of social
37 media. He doesn’t know why it wasn’t a greater turnout than what it was. Trustee Oliver stated
38 that it was a beautiful event.

39
40 Trustee Oliver stated that in the Board Packet is the Program Budget Worksheet listing the
41 activities and the costs associated with them. The Village budgeted \$1,000.00 for our
42 participation in the Family Fall Festival. The Park District is requesting \$1,000.00 for their event.
43 **Motion by Trustee Oliver, second by Trustee Byrd to authorize the Finance Department to**
44 **issue a check in the amount of \$1,000.00, to the Olympia Fields Park District as the**
45 **Village’s contribution to the 2014 Family Fall Festival.**

1 Trustee Waite inquired whether or not there was something else going on that weekend. Trustee
2 Oliver stated that it was a beautiful day, just like this past weekend. There were more people
3 there this year than there were last year. He stated that given the weather and the amount of time
4 that they put into this and the activities, you would have thought there might be twice the amount
5 of participation.
6

7 Village President Meyers-Martin stated that she recalls that the event was called something else
8 before it was the “Family Fall Festival.” The Park District use to be more engaged in getting
9 participation. She remembers that at that time all of the Trustees came and they were volunteers.
10 That is because the Park District made a presentation before the Board and reminded everybody
11 that the event was going on. She doesn’t recall that happening this year where there was
12 publicity.
13

14 Trustee Oliver stated that they didn’t make a presentation before the Board. It was on our local
15 access channel. Trustee Oliver thought that there was a flier posted at the window in Village
16 Hall. He stated that everyone received the catalog that the Park District hands out which
17 announces upcoming events. Trustee Oliver stated that this might be a golden opportunity for the
18 Board to provide him with some action oriented discussion to have with them at their next Board
19 Meeting.
20

21 Village President Meyers-Martin inquired of Trustee Oliver whether or not the Park District has
22 a PR Event Planner person. She stated that there use to be someone there and their job was to
23 promote these events. She stated that was years ago and she is aware that gentleman is no longer
24 there. She inquired of Trustee Oliver whether or not they have someone that does that. Trustee
25 Oliver stated that he couldn’t say for sure.
26

27 Trustee Gibson stated that we have a PR person from the Park District right here. Trustee Oliver
28 is the one that should tell us that this is going on and that he expects us to be there. Trustee
29 Oliver stated “Oh, is that how that is supposed to go?” Trustee Oliver stated for the Board to put
30 this on their calendar for next year. He stated that next year he will be expecting all of us to
31 attend, and to get the word out to as many people within the Village as possible including the
32 Homeowners Associations. He stated that this will change next year.
33

34 Trustee Waite inquired of Trustee Oliver whether or not the date is set for next year. Trustee
35 Oliver stated no. It is typically the second or third weekend in September. Trustee Oliver stated
36 that he will remind everyone.

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

38
39 **PUBIC WORKS:**

40
41 **2014/2015 Metra Snow Removal Contract – 203rd Street Metra Parking Lot and 203rd**
42 **Street Bike Path – Approval of Bid Award and Authorization to Execute Contract –**
43 Village President Meyers-Martin stated that the item that is listed on the Agenda is the Metra
44 Snow Removal Contract. She asked for a Motion to table that because the Insurance Certificates
45 are not in order. The Village cannot move forward until those Insurance Certificates are
46 confirmed and there is clarity about the coverage.
47

1 **Motion by Trustee Waite, second by Trustee Oliver to table that awarding of contract.**
2 **Voice Vote: All Ayes Motion Carried.**

3
4 Village President Meyers-Martin stated that we will take that up at our next Board Meeting in
5 November.

6
7 Trustee Waite stated that the bidding process for the snow removal is kind of interesting. It
8 puzzles him. There were nine people that wanted to Bid. Seven of them came into the office and
9 got the Bid Papers and filled them out and returned them. Out of those seven, six returned their
10 Bids. The low bidder was a female minority who Bid \$13,800.00. That was M & S with Felicia
11 Williams. Acres Group was the high bidder at \$80,500.00. Property Care Management had it last
12 year. They added \$10,000.00. It went from \$15,000.00 to \$25,000.00, which is almost twice as
13 much. That is a minority firm. Trustee Waite inquired whether or not we are going to reopen it
14 for bidding, or are they just going to get their Liability Insurance Certificates up-to-date.

15
16 Village President Meyers-Martin stated that we reached out to the lowest bidder in order to make
17 sure that all of those Insurance Certificates were in place. The Village hasn't heard back from
18 them. She stated that going forward, we will look at all of the Insurance Certificates that need to
19 be submitted to the Village before the Village makes the decision on who is going to be awarded
20 the contract. She stated speaking of high ranges, how do you have a \$13,000.00 Bid and then you
21 have an \$80,000.00 Bid?

22
23 Trustee Waite stated that he has been questioning Bids like this ever since he became a Trustee.
24 He stated that it always makes you suspicious of what is going on among the bidders, if there is
25 anything.

26
27 Trustee Byrd stated that you don't know how much snow there will be during the wintertime.
28 You will get different Bids just because of that fact. You also get different Bids because of the
29 equipment that they might have to use. There may be different Bids based on the insurance that
30 they have. Those things happen. That is why you ask for Bids. You do tend to go with the lowest
31 one, but you want to go with the lowest one that is going to provide you with the correct service.

32
33 Trustee Oliver stated that when he looked at the packet he was alarmed and suspicious because it
34 is too much of a gap. He would love to have minority businesses come in and do work for the
35 Village. He stated that \$13,800.00 is way too low compared to what else has been out there. This
36 is kind of a new business. He made a couple of phone calls to see because he was curious. They
37 offer references which are very shallow in his opinion. They had great things to say about Felicia
38 Williams. They are actually a Concrete Company. That is what they specialize in. They do snow
39 removal. The two references that he called had wonderful things to say about her. When you do a
40 Google search on them it only shows that it is one employee. On the Application it shows there
41 are 12 or 14 employees. Trustee Oliver believes that there was another minority company in
42 which Joe Alexa wanted to be sure that the company had the type of resources, trucks, and other
43 things like that to do the job, and Mr. Alexa went out and did a visit. Trustee Oliver inquired
44 whether or not we did a visit to this site just to validate that they have what they suggest that they
45 have.

46

1 Trustee Waite stated that we checked the references that Felicia Williams gave us because we
2 were concerned about that. There were four references. They were basically parking lots and so
3 forth. They had nothing but good things to say about the service that they got. There was nothing
4 in the references that would have indicated she might be invalid for any reason whatsoever.
5 Property Care Management had it last year. He can understand why they increased their price
6 because there was a lot of snow last year. They probably lost money. That is the case with snow
7 removal. Some years you make a lot because you Bid it and there is no snow. The next year if
8 there is a lot of snow, you don't make as much. Most of these people treat their employees as
9 subcontractors and not employees. You could have one employee who is Felicia Williams and
10 you could have six who are part-time, individual subcontractors. He doesn't see anything wrong
11 with this. It was communicated to Trustee Waite that the person that had it last year; felt that it
12 should have been given to them this year because they had it last year. Trustee Waite inquired
13 how you could do that. There would be no point in having a Bid if we were just going to turn
14 around and give it whoever your buddy is. Trustee Waite had told Jeff that we don't want to play
15 favorites like that. If the references check out and everything else checks out then the low bidder
16 ought to get it. Otherwise, you create a situation where no one will trust any Bids that come into
17 the Village. That is the wrong way to go with this. He stated that a lot of areas, the reason why
18 they put in a lot of extra money is they are giving kickbacks to somebody. He isn't saying that
19 they are. He is saying he has been there and noticed that. He is wondering why the Board is
20 questioning the Bids because this is the first time that it has done that.

21

22 Trustee Waite inquired of the Board whether or not anybody contacted the Board and
23 complained about not getting the Bid, and wanting the Board to do something about it. He
24 inquired whether or not the Board could give him an answer sort of under oath.

25

26 Trustee Hudson stated that nobody contacted her. Trustee Oliver stated that he never received a
27 phone call.

28

29 Trustee Waite inquired of Trustee Oliver why he would try to check references in an area that
30 doesn't come under his liaison. Trustee Gibson stated because he is a Trustee.

31

32 Trustee Oliver stated that he believes that he is representing the Village as a whole, the people
33 that elected him here. He stated that if the Board moved on the Motion he would like to be able
34 to say yes or no based on some facts that he was able to get. He believes that he was acting
35 within his purview to collect information. He stated that there is a wide range between
36 \$13,000.00 and \$80,000.00. He needed to know why. Trustee Oliver inquired of Trustee Waite
37 whether or not Trustee Waite thought that he was out of line because he did do some
38 investigation. Trustee Waite stated no, not out of line. Trustee Oliver inquired why Trustee
39 Waite was asking him about it. Trustee Waite stated that he was wondering why Trustee Oliver
40 did it. It is the first time he has done it. Trustee Oliver stated that he has always done his
41 homework. Trustee Waite stated that he brought in Bids before like this and this is the first time
42 Trustee Oliver has indicated that he has checked their references. Trustee Oliver inquired
43 whether or not Trustee Waite wants him to do that again. Trustee Waite stated that he would like
44 him to do it every single time.

45

46 Village President Meyers-Martin stated that this conversation is not productive. This Agenda
47 item has been tabled. It has been tabled for one reason and one reason only. The Insurance

1 Certificates were not correct. They were not up to our guidelines in terms of what we request and
2 require for companies to do business with the Village of Olympia Fields. She stated going
3 forward, if we do not get those Insurance Certificates that meet our standards, then we will be
4 looking at other vendors. She stated we requested that from the vendor that received the Bid
5 Award.

6
7 Trustee Waite inquired of Village President Meyers-Martin why somebody didn't tell him that
8 before this meeting. Village President Meyers-Martin stated that we waited until this evening
9 trying to elicit the information.

10
11 Administrator Mekarski stated that we contacted the insurance company of the apparent lowest
12 and best bidder to make sure that they have a copy of our insurance specifications, and for them
13 to insure that they would be able to comply with all of our limitations.

14
15 Trustee Waite inquired of Administrator Mekarski when they contacted the insurer.
16 Administrator Mekarski stated that was mid afternoon today. He stated that Trustee Byrd came
17 to Administrator Mekarski's office and pointed out some deficiencies on not only that Insurance
18 Certification but the top three. Beverly Snow & Ice appeared to be in order. The two higher Bids
19 appeared to be in order.

20
21 Village President Meyers-Martin stated that this is not the first time that we have tabled an
22 Agenda item because the information was not complete.

23
24 Administrator Mekarski stated that we can put out an e-mail to the top three bidders, M & S
25 General, CMJ, and Property Care and make sure that they all are able to comply with the
26 Village's insurance requirements. If the Board wishes we can have our Public Works Director
27 check their equipment as we did in previous years, and report back at the first Board Meeting in
28 November. He stated that if M & S is not able to meet the insurance requirements, then we
29 would take into consideration CMJ the second lowest bidder.

30
31 Trustee Waite stated that we are not going to reopen the bidding. Administrator Mekarski stated
32 that the Board has that choice. Village President Meyers-Martin stated that at this point we are
33 not doing that.

34
35 Trustee Oliver inquired what the Snow Removal Plan is for the new sidewalk along 207th where
36 we just put the lights in. Administrator Mekarski stated that has not been under consideration yet.
37 Village President Meyers-Martin stated that it will need to be.

38
39 **HUMAN RESOURCES:**

40
41 **SSMMA Employee Assistance Program (EAP) Update** – Trustee Nale stated that in the Board
42 Packet you received information regarding the Employee Assistance Program which was
43 approved in the 2013/2014 budgetary process. The program is excellent. It provides assistance to
44 all of the employees in various personal and private matters, 24-hours a day, seven-days a week.
45 All of the information remains confidential. Some of the subjects that they do cover include
46 Family Relationships, Unexpected Life Events, Substance Abuse, Work Place Restructuring, Job

1 Performance, Finances and Budgeting, Legal Concerns, Stress, Depression, Child Care and
2 Bullying.
3
4 Trustee Nale stated that we need to find a way to disseminate this information to all of the
5 employees. She wants the employees to know that we do have an obligation with this company
6 to cover some of the problems that they have individually. There is no charge for the first eight
7 conferences. She wants the employees to have the information that is in the Board Packet.
8
9 Village President Meyers-Martin inquired of Trustee Nale whether or not she could have a
10 Workshop for the employees and discuss in detail the services that are available to them. Trustee
11 Nale stated that she doesn't think that a Workshop is necessary. The employees just need the
12 information that is in the Board Packet. She suggested having the information available with
13 their paycheck.
14
15 Village President Meyers-Martin inquired whether or not there are any deadlines to sign-up for
16 the programs. Trustee Nale stated no. Village President Meyers-Martin stated that since we are
17 entering into the enrollment period for the insurance perhaps this would be a good time.
18
19 Administrator Mekarski stated that typically we would have a separate envelope or add it to the
20 payroll envelopes.
21
22 Trustee Gibson stated that if the start date is November 1st, 2014, there is a time limit. They need
23 to know either before or right after November 1st.
24
25 Trustee Nale stated that within that vicinity they should be made aware of it. She stated that they
26 don't have to sign-up for anything. It is something that they can take advantage of if they so
27 wish.
28
29 Village President Meyers-Martin stated that we will provide the information that is in the Board
30 Packet to them in packets.
31
32 **Human Resource Committee Update** – Trustee Nale stated that the Human Resource
33 Committee met on October 20th. The Committee expressed concerns as to the extended delay in
34 approving recommendations which have been put forth in order to update the 2001 Employee
35 Manual. This has led to a great deal of frustration. She spoke to Administrator Mekarski about it.
36 He suggested that we have the attorney come and speak to the Committee as a whole, and
37 explain the need to have an Employee Manual which incorporates both the union employees and
38 the non-union employees, or to have separate Employee Manuals, one for the union employees
39 and one for the non-union employees. It has been on the Committee's Agenda for at least a year,
40 maybe two-years. Administrator Mekarski made arrangements for Attorney Judy Kolman to
41 attend the next Human Resource Committee Meeting.
42
43 **Library Board Update** – Trustee Nale stated that she attended the meeting of the Olympia
44 Fields Library Board on October 22nd. After eight-years on the Library Board, Mary Lubertozzi
45 is not seeking reelection. The Library Board put a Notice in the Chicago Tribune to that affect,
46 and any candidates that respond to that will be seen by the officers of the Library Board.
47

1 **Library Drop Box** - Trustee Nale stated that a discussion ensued regarding a drop box being
2 installed in the vicinity of the 203rd Street Metra Station. The purpose is to provide an area where
3 residents can drop off books that have been read and exchange them for books that they would
4 be interested in reading. It was suggested that the garden at 203rd be reserved for a drop box.

5
6 Trustee Nale stated that the drop box is really cute. It is kind of like an in post mailbox. On the
7 top it has a little birdhouse. Inside the birdhouse you can leave books and you can take books
8 out. She stated that they are very excited about that.

9
10 **PUBLIC SAFETY:**

11
12 **Cook County Sheriff's Award of Merit – Detective Corporal Mark Akiyama** – Trustee
13 Gibson stated that she has two items on the Agenda. They are for information only. Trustee
14 Gibson stated that the Olympia Fields Police Department is proud to announce that Detective
15 Corporal Mark Akiyama will be recognized by Cook County Sheriff Thomas Dart with the Cook
16 County Sheriff's Law Enforcement Award of Merit on Wednesday, November 12th at 5:30 P.M.
17 at Moraine Valley Community College.

18
19 The Cook County Award of Merit is presented to police officers throughout Cook County in
20 recognition of their heroism, outstanding service to the community and professionalism.
21 Detective Corporal Akiyama was nominated by his peers with the Chief of Police submitting the
22 formal application to Sheriff Dart. Detective Corporal Akiyama has consistently demonstrated
23 his dedication to duty including his actions as a lead homicide investigator for the South
24 Suburban Major Crimes Task Force. Detective Corporal Akiyama is the only full time Detective
25 in the Department, and as such is responsible for a wide range of critical investigations which
26 require a great deal of his time, effort, expertise and professionalism. Throughout his career,
27 Detective Corporal Akiyama has received numerous commendations for his investigative efforts
28 while assisting our residents not only in Olympia Fields, but outside of our community whenever
29 he is needed.

30
31 Trustee Gibson stated that the presentation will be held at Moraine Valley Community College
32 on Wednesday, November 12th. There are about eight or nine of us that have indicated that we
33 will be attending. She stated that an RSVP is necessary.

34
35 **Recognition – Miguel Ayala** – Trustee Gibson stated that on Thursday, October 16th, Deputy
36 Chief Scott Morgan received an e-mail from Mark Edingburg commending the actions of Officer
37 Miguel Ayala.

38
39 Officer Ayala assisted Mr. Edingburg's wife with a flat tire on her vehicle. The vehicle had a flat
40 tire and was stopped on Lincoln Highway in a traffic lane when Officer Ayala observed the
41 stopped vehicle. Officer Ayala assisted in relocating the vehicle and then stayed on the scene to
42 insure the safety of the stranded driver and the vehicle.

43
44 Mr. Edingburg commended Officer Ayala for his presence, patience and professionalism while
45 assisting his wife, and was very grateful for his actions as a well-trained professional police
46 officer.

1 Because of Officer Ayala’s compassion and dedication to duty, a motorist in need of assistance
2 received the help she and her family needed. Officer Ayala should be recognized and
3 commended for his actions.

4
5 Trustee Gibson sent him a Commendation Letter. A copy of the e-mail is attached to his
6 personnel file for reference purposes only.

7
8 **REPORT OF VILLAGE ADMINISTRATOR:**

9
10 **Resolution #2014-11 – A Resolution Authorizing the Adoption of the Cook County Multi-**
11 **Jurisdictional Hazard Mitigation Plan** – Administrator Mekarski stated that his first item on
12 the Agenda is Resolution #2014-11, a Resolution Authorizing the Adoption of the Cook County
13 Multi-Jurisdictional Hazard Mitigation Plan. He stated that he has a Staff Report dated October
14 27th, 2014, which summarizes the Hazard Mitigation Program. There is correspondence from the
15 South Suburban Mayors & Managers Association. Judy Kolman prepared Resolution 2014-11
16 that approves the plan in its entirety. We have an obligation to approve the Hazard Mitigation
17 Plan no later than September of next year. He stated that by doing so we will continue to enjoy
18 FEMA Emergency Management Aid should the Village need to declare a natural disaster area. It
19 opens the door for Hazard Mitigation Planning and Construction Grants, much like what we are
20 undertaking in The Traditions Subdivision where we used a FEMA Disaster Mitigation Grant to
21 finish the subdivision and do Storm Water Management objectives.

22
23 Administrator Mekarski stated that this plan has been under the auspices of our police chiefs and
24 our fire chiefs throughout Cook County. Chief Krull has been very active with the group. There
25 was a 27 member Steering Committee that worked towards defining mechanisms to reduce the
26 hazards to the general public for floods, earthquakes, tornadoes, severe weather, heat, wind, hail,
27 lightening, severe winter weather, drought, dams, and now it is addressing the issues of
28 pandemics and situations that are occurring all around the country. There are 115 partners. There
29 is a component for each of the Villages as part of the Plan. Along with the Memorandum there is
30 a PowerPoint that was prepared by Cook County which summarizes the report, and how the
31 report impacts the Village and the overall county. He stated that we recommend to adopt the
32 Resolution as prepared, which adopts the Plan as prepared by the police chiefs and the fire
33 chiefs. It approves the Village annex which is part of that Plan. If the Board needs more time to
34 review it, you are more than welcome to do that. We have between now and September 1st of
35 next year. If the Board wishes, we can have a special Work Session on the item and Chief Krull
36 and our fire chief could discuss the specific aspects of the Plan.

37
38 Village President Meyers-Martin inquired of the Board whether or not everyone had an
39 opportunity to review the Plan. The Board indicated that they had reviewed it. It was the
40 consensus of the Board that they are ready to vote on it tonight. Trustee Byrd stated that he
41 would like to have a Work Session just for information. He thought it would be good for the
42 Board regarding FEMA.

1 **Motion by Trustee Oliver, second by Trustee Byrd to approve Resolution 2014-11: A**
2 **Resolution authorizing the adoption of the Cook County Multi-Jurisdictional Hazard**
3 **Mitigation Plan; and following adoption forward a certified copy of the Resolution and**
4 **approved Minutes to the Cook County Department of Homeland Security and Emergency**
5 **Management, 69 West Washington Street, Suite 2600, Chicago, IL 60602.**

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

7
8 Administrator Mekarski stated that Trustee Nale has been discussing this in her Safety
9 Committee for a number of years. This should satisfy some of our requirements for our IRMA
10 Map because it addresses Hazard Mitigation Planning and disaster response. Administrator
11 Mekarski will coordinate the Work Session for the Board probably after the holidays, possibly in
12 January.

13
14 **Authorization for the Village President to enter into a Grant Agreement with the Illinois**
15 **Department of Commerce & Economic Opportunity (Grant No. 13-203227) for the**
16 **Extension and Construction of Main Street and Full Service Signalization Access to**
17 **Lincoln Highway in the amount of \$178,784.00** – Administrator Mekarski stated that the next
18 item on the Agenda is authorization for the Village President to enter into a Grant Agreement
19 with the Illinois Department of Commerce & Economic Opportunity which is Grant No. 13-
20 203227 for the extension and construction of Main Street and Full Service Signalization Access
21 to Lincoln Highway in the amount of \$178,784.00. This was a Grant that the Village received. It
22 was for infrastructure. It has been applied towards one of our primary Economic Development
23 recommendations. This was a recommendation that was made in our Retail Investment Strategy.
24 It was recently re-enforced by a special panel of developers and investors from the Urban Land
25 Institute that worked with Park Forest and Olympia Fields to define mechanisms of what both
26 communities can do to enhance the economic opportunity of the Gateway Parcel which is the
27 CVS Parcel. Administrator Mekarski has a map of the Gateway Parcel. There was an extensive
28 planning process that occurred back in 2005 and 2006. It laid out not only CVS, but we have a
29 Conceptual PUD Agreement that calls out going towards Matteson of 12,000 square foot of
30 ancillary retail, two, 6,000 square foot restaurant pads, and a 5,000 square foot service pad for a
31 bank or other service facility. It shows the potential for multi-family development,
32 condominium, townhome, or above market apartments, which is above the CVS which would
33 complement the Transit-Oriented Development area across the street, or our Lincoln Highway
34 Metra Facility.

35
36 Administrator Mekarski stated that the one constraint that is really prohibiting Economic
37 Development on this site is the site has very difficult access to Lincoln Highway. When the
38 DCEO Grant opportunity came up we saw the rationale for extending Main Street which is in
39 Matteson across Lincoln Highway and you would have a full engineered street, which would
40 have controlled access, driveway access to Speedway, and a controlled access or a stub to the
41 CVS Parcel. We are going through the engineering and the permitting to change the signal head
42 to allow a left-hand turn arrow out of that area. You can go straight to Matteson. You can make a
43 right-hand turn towards Lincoln Highway going westbound. You will have a left turn arrow to go
44 left toward Olympia Fields. You can make left-hand turns into that area in a very safe manner.
45 That has never been achieved before. That will greatly enhance the marketability of this
46 property. It is coming at the right time because we are getting close to finalizing the Wal-Mart
47 Financial Deal. There is a lot of activity up and down Lincoln Highway and a lot of interest. He

1 stated that having full access with the street will only help add properties. It will help Mr.
2 O'Rourke who owns the property to market it towards the realization of the plan that was
3 adopted by the Board back in 2006. We are excited about it.

4
5 Administrator Mekarski stated that on the dais is a Revised Grant Agreement. It fine-tunes the
6 former Grant Agreement sent to him by the State which had "Linzey Jones" on it. It had to be
7 changed to Village President Debra Meyers-Martin. Administrator Mekarski is the Grant
8 designee.

9
10 Village President Meyers-Martin stated that to be clear, this is just for the extension of Main
11 Street and the signalization on Lincoln Highway.

12 **Motion by Trustee Oliver, second by Trustee Gibson to authorize the Village President to**
13 **enter into a Grant Agreement with Illinois Department of Commerce & Economic**
14 **Opportunity (Grant No. 13-203227) for the extension and construction of Main Street and**
15 **the full service signaled access to Lincoln Highway in the amount of \$178,784.00.**

16
17 Trustee Gibson stated that we know where Main Street is in Matteson. We know that street goes
18 right up by the service station. She inquired how much further it will be going north.

19
20 Administrator Mekarski stated that it will not go beyond the Speedway property. Trustee Gibson
21 inquired whether or not there will be a street that will take you into where the CVS Drugstore is.
22 Administrator Mekarski stated yes. There will be a curbed, paved street. It will be a formal
23 driveway entrance to Speedway and a formal driveway entrance into the CVS Property. It is up
24 to the property developer to extend that roadway to CVS. Now they will have that incentive. He
25 stated that this will go a long, long way. The Village President and Administrator Mekarski have
26 had discussions with Michael O'Rourke.

27
28 Village President Meyers-Martin stated that it gives more access to all of those parcels there next
29 to the CVS.

30
31 Trustee Gibson stated that when she was the Liaison for the Plan Commission they did a lot of
32 work with Michael O'Rourke trying to get this together. She stated that it is very, very important
33 that it gets off the ground.

34
35 Village President Meyers-Martin stated that he is very excited about it because his property has
36 been stagnant for a while.

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

38
39 **Oak Lane Property Donation Update** – Administrator Mekarski stated that he has included
40 Minutes from a previous Board Meeting where we brought an offer of a resident, the Osorio's
41 who lived on Oak Lane who moved to California to be closer to their family. In selling their
42 home, the new property owners declined to take an adjoining lot which was vacant. They offered
43 that up for donation. One of the items that the Board had addressed in its recommendations was
44 to poll the property owners. Mr. Richard Gibb who is a resident in the area was very instrumental
45 with going forward with the Oak Lane SSA and the paved dedicated street that we have. Mr.
46 Gibb contacted all of the property owners and inquired about the interest of the Village to
47 consider the property. He received no interest from any of the neighbors about the Village

1 acquiring the property. Administrator Mekarski' understands that the Park District has declined
2 the acceptance of the property. At the Board's request we did check the buildable status of the
3 lot. It is a smaller than the lots that are along Oak Lane. It is meeting the requirements of the
4 Zoning Code and it is buildable. The Osorio's could market it as a buildable lot, or continue to
5 pay the taxes. If they decide not to pay the taxes, it would go up for a Tax Sale and/or could be
6 considered for donation to another group if so desired. Administrator Mekarski is recommending
7 withdrawing the request for further consideration and he can formally close the matter with the
8 Osorio's unless the Board has another directive in mind.

9

10 Trustee Hudson inquired who would be responsible for that parcel of land. Administrator
11 Mekarski stated that it is still privately owned by the Osorio's right now. Trustee Hudson
12 inquired if there is a need for work to be done, who should receive the information.
13 Administrator Mekarski stated that we have their forwarding address.

14

15 Trustee Byrd stated that there was talk about donating it to the Village. He inquired whether or
16 not we found out the cost of the upkeep of that property if the Village took it. Administrator
17 Mekarski stated we did not go forward to get the details on the cost once we found out that there
18 was no neighborhood support. He stated that if the Board wishes he can get an estimate from Mr.
19 McDonnell. He stated with that regard to the mowing of the grass, if the Osorio's fail to maintain
20 it, the Village will end up cutting it anyway. The Village will end up putting a Lien on the
21 property. He stated that whether the Village takes it or not, the Village may end up with the
22 burden of maintaining it.

23

24 Trustee Byrd inquired whether or not there are any ideas of what we can do with that piece of
25 land if it is donated to us. The Park District doesn't want it. We have a miniature park that
26 belongs to the Village by the train station. He inquired whether or not there was a suggestion of
27 what to do with the property if we do take it, if it doesn't cost the Village a lot of money to
28 maintain it.

29

30 Administrator Mekarski stated that we just forwarded the Triangle Park to the Beautification
31 Committee to consider the use of that park and the maintenance of that park. We could send it to
32 the Beautification Committee for discussion.

33

34 Trustee Gibson inquired if the Village accepts it for donation, what kind of taxes would there be.
35 Administrator Mekarski stated that there are no taxes because we are a Municipality. There is
36 upkeep for cutting the grass. Trustee Gibson inquired what would happen to the property if we
37 decline it. Administrator Mekarski stated that the Osorio's could put it up for sale because it is
38 buildable.

39

40 Village President Meyers-Martin stated that sometimes it is donated to organizations. She stated
41 that has occurred before.

42

43 Trustee Gibson stated that if they can sell it and someone builds on it, the Village would get
44 more out of it with taxes going that route. Village President Meyers-Martin believes that they
45 tried to sell it and they were unsuccessful.

46

1 Trustee Oliver stated that area has an SSA of \$922.00 per lot, per year. He inquired what the
2 impact of that fee to the residents is at this point.

3
4 Administrator Mekarski stated that right now the Osorio's are paying the taxes and the SSA,
5 which is a special tax on the property bill. If it is donated to a non-taxing body, the Park District
6 or the Village, that assessment that they were paying would be spread among the other
7 homeowners. He doesn't believe that it is \$922.00 per lot. It was done by assessed evaluation.

8
9 Trustee Gibson stated that it is a total of \$922.00. Administrator Mekarski stated that this lot has
10 a special assessment of \$266.00. That is just the SSA. It was vacant. It is a small lot. It is much
11 different than what the Osorio's were paying for their developed lot. There are approximately 10
12 residents there. It would be another \$25.00 or \$30.00 on their tax bill.

13
14 Trustee Gibson inquired what they think about that. Administrator Mekarski stated that perhaps
15 that is part of the reason why they didn't like the idea of having it donated. The Osorio's have no
16 interest to pay the taxes any longer. That is the rationale for the donation. It on their books but
17 they are not enjoying the benefit. The current property owners that bought their home had no
18 interest for the vacant lot. They probably didn't want to do the upkeep and pay for the property
19 tax. Administrator Mekarski stated that the dollar amount that Trustee Oliver stated was probably
20 the total Property Taxes, which is the School Tax.

21
22 Administrator Mekarski stated that we can take it to the Beautification Committee or withdraw
23 it, or you can re-entertain the offer with the Park District. He stated that he could put out a notice
24 and have the neighbors come down to meet with the Board at a Work Session to brainstorm with
25 them.

26
27 Trustee Gibson stated that if they are not interested with the property with their small group, she
28 doesn't see why the Village would take the property and decorate it, and put things in it that
29 makes it look nice like the park by the train station, because it would be just for them. There
30 aren't very many people who see that.

31
32 Village President Meyers-Martin stated that it is one road in and out. It is a very secluded area.

33
34 Trustee Gibson stated that if we are going to keep it up, and keep it very nice that will cost a lot
35 of money.

36
37 Village President Meyers-Martin stated that we don't have to make a decision tonight. It is
38 something to think about in terms of that lot and what could be done with it, and how it could be
39 utilized to the best of its ability, and what would be the most advantageous.

40
41 **REPORT OF VILLAGE PRESIDENT:**

42
43 **Approval of the Board of Trustees – Rules for Compliance with Public Comment**
44 **Requirements of the Illinois Open Meetings Act** – Village President Meyers-Martin stated that
45 under the Report of the Village President it is asking for the approval of the Board of Trustees
46 for the Rules for Compliance with Public Comment Requirements of the Illinois Open Meetings
47 Act. She had stated previously that the Attorney General, Lisa Madigan, is putting on pressure to

1 all Municipalities to adopt some type of policy as it relates to public comment. The Board has a
2 draft from the Village Attorney, John Murphey. It is an average, across the board type of policy
3 for public comment. Item 3A through G talks about specifics of governing public comment. The
4 time allotted per person in the draft is three minutes. It could be five minutes. She doesn't think
5 that the Board would want to go beyond that because five minutes is an awful long time to speak.
6 If someone is speaking, and they cannot complete their thoughts in the time allotted, it is very
7 easy to extend by Motion the amount of time so they can complete their thoughts.

8
9 Administrator Mekarski stated that there are two caveats he wanted to bring up to make sure the
10 Board is aware of. The Attorney General wants the opportunity for public speaking, deliberation
11 of Democracy for every Board and Commission. This is not only for the Board of Trustees, but
12 for a public body, which are Boards and any Committee of the Village Board. These Rules
13 would apply to the Planning and Zoning Commission, the Human Resource Committee, the
14 Finance Committee, the Public Works Committee and the Educational Commission. The
15 Educational Commission always opens up for public comment. We don't have any specific rules
16 limiting it to three minutes. What the Board is adopting here today is for all bodies. The first
17 draft stated that "Public Comment shall be limited to three minutes." We have added per the
18 suggestion of the Board Members at the last meeting, "Unless extended by Motion, second, and
19 majority vote of its members." So if any body wants to extend the dialog and time permits that,
20 you can extend it as long as you wanted. If there are salient issues you may want to do that. This
21 Board has always encouraged public comment. We don't want to constrain it. We just want to
22 meet the Attorney General's regulations of insuring not only that this body, but all bodies have
23 opportunities for public comment. This includes public comment at your Work Sessions and at
24 your Budget Meetings during the Budget Cycle.

25
26 Trustee Hudson inquired who the timekeeper is. Administrator Mekarski stated that the
27 timekeeper could be designated for the various Boards and Committees. You could designate a
28 member. You could have the Recording Secretary. Administrator Mekarski stated that for the
29 Board he could run a timer and if he sees it getting closer to three minutes he could raise his hand
30 and someone could make a Motion to extend the time.

31
32 Trustee Waite inquired of the Village President whether or not this is in response to some of the
33 problems we have observed before with the School Boards and people wanting to make public
34 comment, and they get up there and they want to give a 20 or 30 minute speech, and then they
35 have to shut them off. There was a big harangue about the Board trying to control the dialog that
36 was coming from the audience and the public. Trustee Waite inquired if this is in response to
37 that. He doesn't recall anyone complaining that they couldn't talk to the Village Board.

38
39 Administrator Mekarski stated that it was in response to other governing bodies in the state that
40 are not facilitating public comment in each and every meeting, or restraining it too much. It is
41 designed not to diminish dialog. It is to increase dialog. That is another reason why all of the
42 Boards and Commissions need to make sure that they are convening in a public room and have it
43 posted and advertised in advance.

44
45 Trustee Waite stated that it sounds like they are trying to control us as the body, and keep us
46 from controlling the responses that are coming from the constituents.

47

1 Village President Meyers-Martin stated that she believes that in this new world that we live in,
2 public comment in some cases just gets out of control. People hijack a meeting by talking and
3 then begin to repeat themselves, and all of those non-productive things that can drag a meeting
4 on. She believes that the Attorney General is trying to put into place a mechanism to allow
5 people to speak. We certainly want them to do that. But to have the ability to curtail if someone
6 has just gone well beyond a reasonable amount of time. She doesn't believe that "control" is the
7 right descriptive word. It is just having the ability to keep things in order and reasonable.

8
9 Trustee Waite stated that in his opinion we are reasonable here. Trustee Gibson stated that it
10 wasn't made just for us. Trustee Waite stated that he understands that. That is why he keeps
11 referring back to the 227 School Board because there the School Board was trying to control the
12 speaking that was coming from the audience. That is a different proposition.

13
14 Village President Meyers-Martin stated that in reality there are some situations where it is more
15 needed than here. We now have to adhere to a policy. It is up to us in terms of what is in that
16 policy. But we have to have a policy as it relates to public comment. That is a requirement by the
17 Attorney General.

18
19 Trustee Oliver stated that he tried finding this mandate and he couldn't find it. He inquired where
20 it is written that it is a mandate by the Attorney General.

21
22 Administrator Mekarski stated that in the first Memorandum, John Murphey writes, "The Illinois
23 Attorney General has become quite vigilant with the requirement that public bodies like the
24 Village adopt Rules providing for a public comment session. Attached please find preliminary
25 draft Rules." In paragraph 3 he states: "The draft Rules call for a three minute time limitation on
26 public comment. We have never really had to operate with a hard "clock," but I think it's
27 important to have something in place in order to protect against abuse." The question was raised
28 by the Village President. Judy Kolman cited the Act, "Section 2.206(g) of the Open Meetings
29 Act, 5 ILCS 120/2.06(g) provides that any person shall be permitted an opportunity to address
30 public officials under the rules established and recorded by the public body. In this instance,
31 "recorded" refers to written rules." The Attorney General is requiring written rules, not the three
32 minute limit. You can do away with the three minute limit. At your business meeting you have
33 an Agenda and work you have to accomplish. You have applicants in the audience waiting. Do
34 you do Democracy a disservice if you are keeping them waiting until 11 or 11:30? This is
35 encouraging public comment. It is insuring that at Work Sessions we have public comment and
36 at the Board of Trustees Meetings we have public comment. It is designed so that if the Board
37 wants to extend it, they do it by a Motion. If you don't like three minutes and the Board wants to
38 make it five minutes, so be it. If you want to do it 10 minutes, fine. The attorney is saying that if
39 you make it unlimited, or take the time clock off, you may not have an ability to conduct your
40 business, or you are going to do your business later in the hour and that's a disservice to
41 Democracy. It is a balancing act.

42
43 Trustee Nale stated that she has no problem with it at all. She thinks that it is a good policy.

44
45 Village President Meyers-Martin inquired of Trustee Nale whether or not she was in agreement
46 with the three minute time limit, or would she want to see it at a different amount of time.

1 Trustee Nale believes that is the average time that a person would have to address the Board. She
2 stated that three minutes is a pretty long time when you are talking with someone.
3

4 Trustee Waite inquired whether or not the Board could pass it based on three minutes, and if we
5 get into some situation where somebody starts moving upwards of eight minutes or 10 minutes,
6 we can have Administrator Mekarski put a clock on it or something.
7

8 Trustee Oliver inquired what would happen if we didn't pass it at all. Trustee Gibson stated that
9 we would be in violation. Administrator Mekarski stated that you need to pass Rules. You don't
10 have to pass a time limit. Trustee Oliver stated that we can modify these Rules all the way across
11 the Board and not have a time limit at all. We don't have to have a time limit. Administrator
12 Mekarski stated that is right. Trustee Oliver stated as long as the people come and speak to us
13 and not to the audience. Administrator Mekarski stated that you have no legal requirement to
14 have a time limit.
15

16 Village President Meyers-Martin stated that the Open Meetings Act does speak to regulations
17 that can be placed on protected speech, and those are time, place, and manner restrictions. A
18 public body may implement time, place, and manner of regulations as part of their policy. They
19 are legally valid as long as it furthers an important governmental interest that is unrelated to the
20 suppression of Freedom of Speech.
21

22 Trustee Hudson stated that she would be concerned if John Doe came in, and there were 10 more
23 John Doe's that wanted to say something. She stated but it is 10 o'clock and the first John Doe is
24 still talking. It would not be fair to the other ones for him to continue talking if we don't have
25 some kind of time. Trustee Gibson stated that is right.
26

27 Village President Meyers-Martin stated that she believes that reasonably that was the reason.
28

29 Trustee Waite stated that Village President Meyers-Martin could say that we ran out of time. We
30 are going to extend this to the next meeting and end it if it got too late.
31

32 Trustee Oliver stated that from the sounds of things it looks as if a number of the Board
33 Members have already made up their minds. He still has a little bit of ambivalence about this. He
34 can make an argument either way. He is leaning more towards if it ain't broke, why are we trying
35 to fix something. We don't have anything that's broken here. He stated that people come in and
36 ask questions. They are pretty much on target that he is aware of. We have not had any problems
37 in the past. Why would we now try to do something different?
38

39 Trustee Hudson stated that it is kind of like not having a stop sign, or not having a light, and
40 waiting for someone to get killed before you put it there. She inquired whether or not that first
41 John Doe would have a case if we didn't have time limits but we demanded that he leave. She
42 can just see that person reacting because there is no time limit. He has the right to stand there as
43 long as he wants to if we don't have a time limit or something.
44

45 Trustee Oliver stated that an argument could also be made that once you put something in place,
46 now we can move this timeline back and forth at our whim. Trustee Hudson stated that's true.
47 Trustee Gibson stated that's a good thing. Trustee Oliver stated that once you put a policy in

1 place, now we have to adhere to it. Once we make an agreement, whether it is tonight or
2 whenever, the next time we have a public forum, the clock starts and so these folks only have
3 whatever that time is that we setup, unless we extend that time, or unless we don't like what they
4 are talking about and say, "That's enough." There is a lot of gray area. He believes that we have
5 been doing fine all these years without it.

6
7 Village President Meyers-Martin stated that you can do that anyway, because the Open Meetings
8 Act speaks to defamatory language. If someone is addressing the Board and they are talking in
9 an inappropriate way, you can always stop that language because that is not allowable. That has
10 become part of the policy because it is not formal. We don't have that formally anywhere.

11
12 Trustee Oliver stated that he believes that Village President Meyers-Martin has done a very good
13 job in managing the meetings and the audience. We haven't had any problems.

14
15 Trustee Waite stated that a few weeks ago the Supreme Court said that you cannot manage
16 language no matter how offensive it is. That had to do with the interaction between the police
17 and a private citizen who was using all kinds of foul language. They arrested him for it. It was
18 taken to the Supreme Court and they lost. The Supreme Court said that is Freedom of Speech.
19 You can't do that. He stated that if you put the time of three minutes on there, and then just sort
20 of ignore it which is what we are doing now, and it doesn't get to be a big problem, we continue
21 to ignore it. If it gets to be a big problem then we will decide we better put a clock on it and we
22 will regulate the time in some fashion.

23
24 Administrator Mekarski stated that you can modify this at any time, as long as you place it on the
25 Agenda in advance of 48-hours. You can adopt something that is reasonable tonight and then in
26 two-weeks change it, or six-months change it. Let it evolve. Nothing is set in stone. It is not like
27 you are passing an Ordinance, and putting it in the Code Book. It is simple Rules of Procedure.
28 The intent is to encourage public comment and facilitate Democracy. You can try something and
29 then manage it as it goes along. If you want to put it on the Agenda, you have to put it on the
30 Agenda at least 48-hours beforehand and then we can address it.

31
32 Trustee Gibson called for the previous question.

33
34 Village President Meyers-Martin stated that she will make the Motion to approve the Rules of
35 Compliance with Public Comment according to the Illinois Open Meetings Act that you have in
36 hand. We will just vote on it. And then we will know that comment will go forward as it always
37 has, unless there is a reason for us to pull these regulations in place.

38 **Motion by Trustee Waite, second by Trustee Gibson to approve Rules for Compliance with**
39 **the Public Comment Requirements of the Illinois Open Meetings Act.**

40 **Roll Call: Ayes (5) (Trustee Oliver voted No) Motion Carried.**

41
42 **UNFINISHED BUSINESS:**

43
44 The Board did not have any Unfinished Business to discuss this evening.

45
46
47

1 **NEW BUSINESS:**
2

3 **Resolution #2014-12 – A Resolution Approving the Village’s Post-Issuance Compliance**
4 **Policies and Procedures Related to Bonds Issued by the Village** – Village President Meyers-
5 Martin stated that we will take up the approval of Resolution #2014-12. It is a Resolution
6 approving the Village’s Post-Issuance Compliance Policies and Procedures related to Bonds
7 issued by the Village.

8 **Motion by Trustee Gibson, second by Trustee Nale to approve Resolution No. 2014-12**
9 **which is a Resolution approving the Village’s Post-Issuance Compliance Policies and**
10 **Procedures related to Bonds issued by the Village.**

11 **Roll Call: Ayes (6-0) Motion Carried.**
12

13 **Park District and the Village Board** - Trustee Oliver stated that he doesn’t know how to attend
14 to this. He has had several discussions with the Park District Board. He is polling the Board to
15 figure out how he might be able to do this. Trustee Oliver stated that it seems to him that our
16 Boards need to speak to one another. We have some common interests. When there was
17 discussion about the trees that impacted our whole Village, they were spending tax dollars to
18 attend to a lot of the trees that were damaged throughout the Village and so was the Village.
19 They were trying to figure out in discussion if there was a savings between the two taxing
20 bodies. He stated that with the salt, the Park District doesn’t have the resources that the Village
21 has. There are a number of common interests that we may have that we may end up maybe
22 saving some monies. He was wondering if there is a way that we can have a meeting so that we
23 might come up with some ideas that might be very helpful to the general public.

24
25 Village President Meyers-Martin stated that we have had meetings. It wasn’t Board to Board. It
26 was a meeting with Tim Bradford, Denise Will, and Eric regarding the ability for our two
27 government entities to work together. There has been a lot of discussion about assisting them,
28 working with them, helping them with their image, improvements, as well as some of the things
29 that we need to work with them on. We had that meeting. It was fairly successful. It was meant
30 to be ongoing. In the future we certainly could have meetings where the two Boards meet
31 together for a Workshop style of meeting. She always thought that it was important for those two
32 taxing bodies, in particular, to have conversations. She believes that there is a lot of
33 misunderstanding that goes on between the two entities. Village President Meyers-Martin stated
34 that we will try to set that up in the very, very, near future, and see how easily that can be done
35 with everyone’s schedules.

36
37 Trustee Oliver stated that he understands. He also understands the importance behind this
38 because then as a Liaison he can carry the water between both groups. Trustee Oliver stated that
39 as the Trustee Liaison to the Park District Board Meetings, if the Village has something that he
40 thinks is pertinent to share with them he does so, or if they have something pertinent to share
41 with the Village he does so. He believes that there are other missed opportunities that he would
42 like to close in on so that we don’t miss those opportunities in the future.

43
44 Village President Meyers-Martin stated that she agrees.
45
46
47

1 **RESIGNATIONS AND APPOINTMENTS:**

2
3 Village President Meyers-Martin stated that she did not have any Resignations or Appointments
4 this evening.

5
6 Village President Meyers-Martin stated that we already had our Executive Session.

7
8 **ADJOURNMENT:**

9
10 **Motion by Trustee Gibson, second by Trustee Nale to adjourn at 9:35 P.M.**

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

12
13 **Respectfully submitted by Faith Stine.**

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