

Village of Olympia Fields Board of Trustees Meeting

Minutes of the Reconvened Regular Meeting September 13, 2023

Commenced: 7:02 p.m.

Adjourned: 8:08 p.m.

Call to Order & Pledge

President Burke called the reconvened meeting to order at 7:02 p.m. The assembly recited the Pledge of Allegiance.

Roll Call

Deputy Village Clerk Jessica Washington conducted the roll call and announced that there was a quorum:

Present: Trustees Jennifer Beasley, Sandra Finley, Kelvin Oliver, Kenneth Smith, and Howard White; President Sterling M. Burke; Village Administrator/Chief of Staff Drella C. Savage; Building Commissioner John McDonnell; Chief of Police Derrick Blasingame; Finance Director Betty Zigras; Public Works Director Terry Lusby, Jr.; Deputy Village Clerk Jessica Washington

Absent: Trustee Victor Blackwell, Village Clerk Stephanie Mills

Approval of the Minutes

Approval of the Minutes of the August 9, 2023, Board of Trustees Meeting:

Trustee Beasley moved, seconded by Trustee Smith, to approve the minutes of the August 9, 2023, Board of Trustees Meeting, as presented.

Roll Call: Ayes (5-0) Motion Carried.

Bills for Approval

September 2023 Bills for Approval – \$609,777.50

Trustee Oliver moved, seconded by Trustee Finley, to approve payment of the bills for September 2023, in the amount of \$609,777.50.

Roll Call: Ayes (5-0) Motion Carried.

Administration Reports

Report of the Village President – Sterling M. Burke

President Burke provided a brief report on the BMW Championship, stating that just under 119,000 visitors attended the event. He expressed his thanks to all who contributed to making the BMW a success. He noted that there would be a more formal report on the BMW at the October Board of Trustees meeting.

Report of the Village Administrator/Chief of Staff – Drella C. Savage

Village Administrator/Chief of Staff Savage provided an update on the Village's transition from Concentric Integration to ProvenIT for IT services. She reported on the status of the Western Golf Association's (WGA) removal of the BMW-related materials and equipment stored on Western Avenue and the WGA's repair of damage incurred to Village property during the BMW. She also provided an overview of Ordinance 2023-21.

Ordinance 2023-21 – Approval of an Ordinance Amending Section 35 of Chapter 4 of the Olympia Fields Village Code, “Maximum Number” [First and Second Reading].

Trustee Oliver moved, seconded by Trustee Beasley, to approve the Ordinance Amending Section 35 of Chapter 4 of the Olympia Fields Village Code, “Maximum Number” [First and Second Reading].

Roll Call: Ayes (5-0) Motion Carried.

Department Head Reports

- **Betty Zigras – Finance Director**

Director Zigras provided an overview of the Revised Purchasing Policy and Procedures. A discussion ensued.

President Burke commented that the Revised Purchasing Policy and Procedures aligns with the Guiding Principles of the Village and exemplifies efficiency in business processes.

Revised Purchasing Policy and Procedures: Approval of the Revised Village of Olympia Fields Purchasing Policy and Procedures.

Trustee Finley moved, seconded by Trustee White, to approve the Revised Village of Olympia Fields Purchasing Policy and Procedures.

Roll Call: Ayes (5-0) Motion Carried.

Finance Report: Director Zigras presented the FY 2024 Preliminary First Quarter Finance Report.

President Burke commented that the Village has had a surplus and has remained on budget for seven years in a row.

- **Derrick Blasingame – Chief of Police**

Chief Blasingame introduced Chief Marc Maton, representing the Illinois Law Enforcement Accreditation Program (ILEAP), who made a formal presentation to the Olympia Fields Police Department (OFPD) in recognition of the OFPD’s achievement of Tier 1 Accreditation. Chief Maton remarked that Tier 1 accreditation denotes that the OFPD is following national best practices and standards in policing and is operating in excellence. A discussion ensued.

- **John McDonnell – Building Commissioner**

John McDonnell provided an overview of Ordinance 2023-22.

Ordinance 2023-22 – Approval of an Ordinance Establishing a Six-Month Moratorium on the Establishment of New Smoke/Vape Shops in the Village of Olympia Fields.

Trustee Smith moved, seconded by Trustee Oliver, to approve the Ordinance Establishing a Six-Month Moratorium on the Establishment of New Smoke/Vape Shops in the Village of Olympia Fields.

Roll Call: Ayes (5-0) Motion Carried.

Sign Permit Application – Approval of the sign permit application of Janet Muchnik, on behalf of the Tall Grass Arts Association, for the 67th Annual Park Forest Art Fair, September 16–17, 2023.

Janet Muchnik spoke about the art fair and extended an invitation to the Board members to attend.

Trustee Oliver moved, seconded by Trustee Beasley, to approve the sign permit application of Janet Muchnik, on behalf of the Tall Grass Arts Association, for the 67th Annual Park Forest Art Fair, September 16–17, 2023.

Roll Call: Ayes (5-0) Motion Carried.

- **Terry Lusby, Jr. – Public Works Director**

There was a discussion about the good job the Department of Public Works (DPW) did in preparation for the BMW Championship. Director Lusby encouraged residents to take advantage of the free mulch available for pick up from the DPW parking lot.

Trustee Liaison Reports

- **Finance Department/Human Resources Committee – Blackwell**

No report at this time.

- **Public Works Committee/Beautification Committee – Finley**

Trustee Finley reported that the Beautification Committee will not be offering the 50/50 Tree Program this year due to an anticipated infestation of cicadas in the spring. She also spoke about DeMarre Belcher, DPW's newest hire.

- **Public Safety Commission/Police Pension Board – Oliver**

Trustee Oliver noted that Dawn Gasbarro joined the Public Safety Commission. He also discussed community policing, the Village's emergency operations plan and the Code Red emergency notification initiative. A brief discussion ensued.

- **Planning & Zoning Commission/Building Department – Smith**

No report at this time.

- **Community Relations Commission/Olympia Fields Park District Board – Beasley**

Trustee Beasley discussed OctoberFest, which is scheduled for October 14, 2023, from 10:00 a.m.–6:00 p.m. She noted that the event will feature approximately 35 vendors, four food trucks and live music. A brief discussion ensued.

- **Educational Commission/Village Technologist – White**

Trustee White had no report but requested a meeting with President Burke and Administrator/Chief of Staff Savage regarding IT matters. A brief discussion ensued.

Miscellaneous Reports

No report at this time.

Public Comment

Several residents addressed the Board of Trustees during the Public Comment portion of the meeting. A discussion ensued regarding the residents' concerns and comments.

Trustee Oliver expressed his gratitude for the condolences and support that he and his family received during their time of bereavement.

Appointments and Resignations

Appointment: Approval of the appointment of Theodore Hammons to the Planning & Zoning Commission.

Trustee Beasley moved, seconded by Trustee Finley, to approve the appointment of Theodore Hammons to the Planning & Zoning Commission.

Roll Call: Ayes (5-0) Motion Carried.

Resignation: Approval of the resignation of Hilde Betts from the Planning & Zoning Commission and Economic Development Commission.

Trustee Oliver moved, seconded by Trustee Smith, to approve the resignation of Hilde Betts from the Planning & Zoning Commission and Economic Development Commission.

Roll Call: Ayes (5-0) Motion Carried.

Adjournment

Trustee Beasley moved, seconded by Trustee Smith, to adjourn the meeting.

Ayes (5-0) Motion Carried.

President Burke adjourned the meeting at 8:08 p.m.

Submitted October 11, 2023, by Jessica Washington, Deputy Village Clerk