

MINUTES OF THE REGULAR BOARD MEETING
OF THE PRESIDENT AND BOARD OF
TRUSTEES OF THE VILLAGE OF
GLENWOOD, COOK COUNTY, ILLINOIS
HELD AT THE MUNICIPAL BUILDING
ON TUESDAY, JANUARY 18, 2011

The meeting was called to order at 7:04 p.m. **Mayor Kerry Durkin** led the audience in the Pledge of Allegiance.

UPON ROLL CALL: by **Village Clerk Carmen Hopkins**. The following Trustees responded:
Barry, Campbell, Freeman, Nielsen, Plott, Thomas
Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0
Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas
Naes: 0 Absent: 0

ALSO IN ATTENDANCE: **Demetrius Cook**, Police Chief; **Linda Brunette**, Finance Director;
Janice Barry, Treasurer; **Ed Tunelius**, Robinson Engineering;
Kevin Welsh, Fire Chief; **John Donahue**, Attorney
Donna Gayden, Village Administrator

**PRESENTATION OF MINUTES OF
BOARD MEETING OF:**

Motion to approve the minutes of the December 14, 2010 Special Board meeting.

Trustee Barry moved, 2nd by **Trustee Freeman** to accept the minutes as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Absent: 0

Abstain: 0

Discussion: No discussion

Motion Approved: Yes

Motion to approve the minutes of the December 21, 2010 Regular Board meeting.

Trustee Campbell moved, 2nd by **Trustee Barry** to accept the minutes as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Absent: 0

Abstain: 0

Discussion: No discussion

Motion Approved: Yes

Motion to approve the minutes of the January 4, 2011 Regular Board meeting.

Trustee Nielsen moved, 2nd by **Trustee Plott** to accept the minutes as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Absent: 0

Abstain: 0

Discussion: No discussion

Motion Approved: Yes

TREASURER'S REPORT

BILLS PAYABLE:

Motion to approve the bills payable as presented by Treasurer Janice Barry.

**Corporate Fund \$282,723.28; Road and Bridge Fund \$6,089.02; Sewer and Water Fund \$51,134.20; 2010 Project Fund BAB \$612,036.89; TIF Industrial Park \$4,561.25; TIF Main Street 123.75; Motor Fuel Tax \$6,235.17; Glenwoodie Golf Course \$2,069.78
Glenwoodie Golf Course \$2,069.78**

Total All Funds: \$964,973.34

Trustee Campbell moved, seconded by **Trustee Freeman** to accept the bills payable as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0 Recues: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Absent: 0

Discussion: No further discussion

Motion Approved: Yes

TREASURER'S REPORT

PAYROLL:

Payroll as of January 14, 2011: **Glenwoodie** in the amount of \$11,646.02; **Corporate** in the amount of \$126,733.66.

Motion to approve the payroll as presented by Treasurer Janice Barry.

Trustee Nielsen moved, 2nd by **Trustee Plott** to accept the payroll as presented.

Upon Roll Call: Ayes:5 Naes: 0 Recues: 1 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Plott, Nielsen, Thomas

Naes: 0

Recues: Campbell

Absent: 0

Discussion: No discussion.

Motion Approved: Yes

OPEN TO PUBLIC:

Elmer (Last name and address not communicated) resident in the Manor, commented on the Halsted Street Redevelopment, and hiring of police officers. No further comments from the audience.

COMMUNICATIONS

MAYOR'S OFFICE:

No report. Mayor Durkin commented, the Village Administrator Donna Gayden, Fire Chief Welsh, and himself visited the corporate headquarters of Westside Transport in Cedar Rapids Iowa.

ATTORNEY'S REPORT:

Motion for approval for request for executive closed session under 2(c)(5) Property Acquisition with action to be taken and reason to reconvene at the end of the meeting.

Trustee Campbell moved, seconded by **Trustee Nielsen** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Campbell. Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Additional Comments regarding agenda items by John Donahue. The items are related to the approval of the Halsted Redevelopment taxing area. The statute indicates the ordinances be presented 90 days after the public meeting. Filing of the TIF will be filed with the county.

Motion for approval of an ordinance approving the redevelopment plan and project for the Halsted Redevelopment Project Area.

Trustee Campbell moved, seconded by **Trustee Freeman** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Campbell, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Motion for approval of an ordinance designating the Halsted Redevelopment Project Area pursuant to the Tax Increment Allocation Redevelopment Act.

Trustee Freeman moved, seconded by **Trustee Barry** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Campbell, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Motion for approval of an ordinance adopting Tax Increment Financing for the Halsted Redevelopment Project Area.

Trustee Freeman moved, seconded by **Trustee Campbell** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Motion to reconvene from executive closed session under 2(c)(5) Property Acquisition with action to be taken and reason to reconvene at 8:00 PM.

Trustee Campbell moved, seconded by **Trustee Nielsen** to accept the

motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Campbell, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Motion for approval of an ordinance authorizing agreements with Lincoln Way, agreement for property acquisition and the termination of contract rights.

Trustee Barry moved, seconded by **Trustee Freeman** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

**VILLAGE
ADMINISTRATOR:**

Motion to table the approval of an ordinance establishing a municipal tax and amending Article VII, Sec. 94 Municipal Utility Tax Code of the Village of Glenwood, II.

Trustee Plott moved, seconded by **Trustee Campbell** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: no discussion

Motion Approved: Yes

Motion for approval of an ordinance adding new section 62-280 and amending appendix C of the Village of Glenwood's code of ordinances.

Additional Comments: Donna Gayden, the Village Administrator, summarized the specifics of the ordinance. Ordinance deals with the possession of illegal firearms within a home without a valid F.O.I.D (Firearm Operator Identification) card. The ordinance carries a fine of minimum \$500.00.

Trustee Plott moved, seconded by **Trustee Campbell** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion:

Motion Approved: Yes

Motion for approval of an ordinance amending new section 62-500 and amending Appendix C of the Village of Glenwood's Code of Ordinances.

Additional Comments: Donna Gayden, the Village Administrator, summarized the specifics of the ordinance. Ordinance deals with the illegal controlled substance in a home. The ordinance includes a definition of a "illegal controlled substance". The ordinance carries a fine of minimum \$500.00.

Trustee Campbell moved, seconded by **Trustee Plott** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Campbell, Plott, Nielsen, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: Attorney Donahue commented on the wording of the ordinance to ensure that the wording for "illegal controlled substance" is included.

Trustee Plott questioned as to how the residents will be informed of the new ordinances. **Mayor Durkin** responded indicating the notification will be completed as prescribed by law. The ordinance will be available in pamphlet form for 30 days.

Motion Approved: Yes

ENGINEER'S REPORT:

Village Engineer, Ed Tunelius, updated the Board the status of the Community Block Development Grant (CDBG). The application cycle is approaching. A review of possible projects are being considered for CDBG application. The projects under consideration includes areas South of Main Street, Jane Street residential area. The applications are due in February. The Main Street area is the only area that meets the requirement. **Mayor Durkin** commented that parts of the Manor and Old Glenwood were part of the considered area under the census numbers. Ed Tunelius, noted again the area south of Main Street is the only area that meets the requirement.

FINANCE:

Finance Director, Linda Brunette, addressed the Board on the 2010 audit. Specifically, the year end fund balance as noted within the audit. The fund question was raised as it relates to where the funds would come from to hire 3 additional Police officers. As indicated in the audit, the 2010 year end fund balance is broken down as follows:

<i>Beginning Balance as of May 2009:</i>	<i>(32,051.00)</i>
<i>TIF Surplus Received (Wal Mart surplus):</i>	<i>278,000.00</i>
<i>Decrease in Workers Comp Insurance:</i>	<i>100,000.00</i>
<i>Prior Year insurance refund:</i>	<i>117,000.00</i>
<i>Closing of Bond MFT & Sewer:</i>	<i>300,000.00</i>
<i>Forgiveness of prior year debt:</i>	<i>716,858.00</i>
<i>Ending Balance as of April 30, 2010:</i>	<i><u>1,479,807.00</u></i>

Reductions were also realized across the board in other departments. This includes the following:

- Fire Department - \$26,000 down compared to budget*
- Public Works - \$163,000 down compared to budget*

- Administration - \$121,000 down compared to budget
Prior year spending is down in all departments except the Police Department.
The Police department spending remain constant.
The Village received 55% of the 1st installment of the property taxes.

The department heads have controlled and decreased spending. Due to the expense savings, the Director noted there are funds available for the hiring of the Police officers. **Mayor Durkin** noted that the efforts of the departments added \$1,000,000.00 to the fund balance. **Trustee Thomas** questioned how much will it cost for pension for the additional officers. Director Brunette, indicated the pension liability isn't a operational budget item, but a budget item on the tax levy. **Trustee Thomas** questioned what is the cost to train 3 Police officers. Police Chief Cook commented \$13,000.00. **Trustee Thomas** commented further, the timing of hiring 3 officers at once and the cost involved.

POLICE:

Chief Cook commented on the current economics. Chief Cook referred the Board to the Village ordinance Sec 58:31, as it relates to Police Officer staffing. The staffing levels should be at 19 Police officers. **Trustee Thomas** commented further of the timing of officers as it relates to current economics. Chief Cook responded with his professional opinion on the situation. **Trustee Campbell** commented on full time equivalent (FTE) and part time equivalent (PTE), and how to better utilize the personnel.

Motion to give authorization to the Fire and Police commission to provide 3 candidates to fill 3 Police Officer positions.

Trustee Campbell moved, 2nd by **Trustee Freeman** to accept the motion as presented.

Upon Roll Call: Ayes: 5 Naes: 0 Recues: 0 Absent: 0 Recuse: 1

Ayes: Barry, Campbell, Freeman, Nielsen, Plott

Naes: 0

Recues: Thomas

Absent: 0

Discussion: **Mayor Durkin** commented noting the audit is the tool used by the Board to determine what was available to spend. **Mayor Durkin** commented further on the success of how the Village went from a negative fund balance to a surplus. The surplus was gained by the constraints given to the department heads. **Mayor Durkin** encouraged all to review the audit.

Motion Approved: Yes

FIRE:

Motion for approval of a resolution authorizing the disposal of certain surplus personal property.

Trustee Freeman moved, 2nd by **Trustee Campbell** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Recues: 0 Absent: 0 Recuse: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Recues: 0

Absent: 0

Discussion: Chief Welsh noted the clean up was a joint effort with Public Works and the Police Department to clean the Center Street building.

Motion Approved: Yes

Additional Follow Up: Chief Welsh notified the Mayor and Board of Trustees on the receipt of a grant in the amount of \$242,000.00 for the purchase of new fire department equipment. This includes monies for the purchase of a new compressor. Also Chief Welsh received an inquiry on a grant to purchase tough book computers.

PUBLIC WORKS: No report.

BUILDING DEPARTMENT: Update on the address light distribution: Distribution of the lights have begun. A volunteer effort will begin in the Forest Subdivision on February 5, 2011 from fire station 2. A brief training session is involved. The project is very labor intensive.

GLENWOODIE: Update on the Glenwoodie Community Center: Currently the drywall is being installed. Discussions on a vendor to operate the banquet facility continues.

PARK PROGRAMS: Gave a brief status update on the upcoming events. This includes the 4th of July celebration and a kids roller skate outing on February 21, 2010.

NEW BUSINESS: **Trustee Thomas** requested to have the vehicle sticker issue placed on the agenda for discussion.

OLD BUSINESS: No old business.

OPEN TO THE PUBLIC: No public comment

ADJOURN: **Motion to adjourn the meeting at 8:03 PM.**

Trustee Barry moved, seconded by **Trustee Freeman** to accept the motion as presented.

Upon Roll Call: Ayes: 6 Naes: 0 Absent: 0 Abstain: 0

Ayes: Barry, Campbell, Freeman, Nielsen, Plott, Thomas

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Discussion: No discussion

Motion Approved: Yes



Carmen Hopkins, Village Clerk