

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, APRIL 19, 2011

The meeting was called to order at 7:00 p.m. **Mayor Kerry Durkin** led the audience in the Pledge of Allegiance.

UPON ROLL CALL: by **Mayor Kerry Durkin**. The following Trustees responded:
Barry, Campbell, Freeman, Nielsen, Plott, Thomas

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

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

Naes: 0 Absent: 0

ALSO IN ATTENDANCE: **Demetrius Cook**, Police Chief; **Kevin Welsh**, Fire Chief;
Patrick McAneney, Public Works; **John Donahue**, Attorney;
Donna Gayden, Village Administrator; **Linda Brunette**, Finance Director;
Ed Tunellius, Village Engineer

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

Motion to approve the minutes of the April 5, 2011 Regular Board meeting.

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

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

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

Naes: 0

Absent: 0

Abstain: 0

Discussion: No discussion

Motion Approved: Yes

Motion to approve the minutes of the April 12, 2011 Special Board meeting.

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

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

Ayes:

Naes: 0

Absent: 0

Abstain: 0

Discussion: Vote not called on motion to accept the minutes as presented.
Corrections to the minutes requested.

Motion to table the approval of the minutes of the April 12, 2011 Special Board meeting.

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

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

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

Naes: 0

Absent: 0

Abstain: 0

Discussion: No further discussion.

Motion Approved: Yes

**TREASURER'S REPORT
BILLS PAYABLE:**

Motion to approve the bills payable as presented by Finance Director Linda Brunette.

**Corporate Fund \$108,954.99; Road and Bridge Fund \$4,417.81;
Sewer and Water Fund \$14,776.21; 2010 Project Fund BAB \$484,993.03;
TIF Industrial Park \$1,571.37; Glenwoodie Golf Course \$7,869.77**

Total All Funds: \$622,583.18

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

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

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

Naes: 0

Absent: 0

Discussion: No discussion.

Motion Approved: Yes

**TREASURER'S REPORT
PAYROLL:**

Payroll as of April 8, 2011: **Glenwoodie** in the amount of \$14,437.07;
Corporate in the amount of \$144,970.76.

Motion to approve the payroll as presented by Finance Director Linda Brunette.

Trustee Nielsen moved, 2nd by **Trustee Freeman** 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:

Dave Przewoznik, Division of Sewers of Illinois - in attendance to hear the Village Engineer report to the Board of Trustees regarding the project to televise the sanitary sewer.

Mr. Stoyhoff, of Labor Management Co-Operations Committee from Burr Ridge commented on the awarding of the contract for the Sewer/Sanitary project as it relates to the prevailing wage for the project.

**COMMUNICATIONS
MAYOR'S OFFICE:**

Motion to table consideration of a recommendation for support of a Class 8 tax incentive for the Glenwood Town Center until Economic Development committee can review and approve the recommendation.

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

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

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

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Mayor Durkin** request the Economic Development committee review the recommendation prior to a vote by the Board.

Motion Approved: Yes

Follow Up Discussion Items:

The Flood Committee will be meeting soon. Appointments to the committee will be needed. **Mayor Durkin** indicated the request should be put on the agenda of the Special Board meeting.

Mayor Durkin, by way of a conversation with a resident, polled the Board on the issue of competition for cable service within the Village of Glenwood. The Board agreed to have the Village Attorney review the cable franchise agreement with Comcast to allow other competitors. **Trustee Campbell** commented on the unfinished work by the Comcast Cable installers at multi-family locations. **Mayor Durkin** requested Fire Chief Welsh place a notation on the fire department marquee to contact the Village and report any unfinished cable installations.

ATTORNEY'S REPORT:

Motion for approval of an ordinance setting the date, time, and place for public hearing on:

- 1) The proposed establishment of a redevelopment project area known as the Glenwood Town Center Redevelopment Project Area;**
- 2) The proposed redevelopment plan and project for the Glenwood Town Center Redevelopment Project Area;**
- 3) The proposed utilization of Tax Increment Financing for the Glenwood Town Center 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, Freeman, Plott, Nielsen, Campbell, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: Attorney Donahue indicated the public hearing for the meeting is scheduled for June 21, 2011. **Mayor Durkin** question the timeliness of the Class 8 as it relates to the base EAV (Equalized Assessed Value). Attorney Donahue commented if the Class 8 is given, will this reduce the initial base EAV down. Attorney Donahue noted statute indicates the most reasonable EAV be used. **Mayor Durkin** requested Attorney Donahue find out how the County handles situations of this nature.

Motion Approved: Yes

Motion to approve an ordinance amending Section 10-46 and adding new Section 10-49 to the Village of Glenwood's Code of Ordinances.

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

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

Ayes: Barry, Freeman, Plott, Campbell, Thomas

Naes: Nielsen

Recues: 0

Abstain: 0

Absent: 0

Discussion: Attorney Donahue noted the ordinance changes relate to the sale hours for liquor and the restriction on the packaging size items for sale. The changes are as follows:

- 1) The amendment to Section 10-46 relates to the hours of sale for Class A, B, D, E, G liquor licenses. The sale hours will now be permitted up to 11:00 PM on the weekends, and 10:00 PM on weekdays.
 - 2) No sale of single cans or bottles of beer unless the net selling price is more than \$5.00, and no package sales of wine or spirits less than 200 ml/6.76 oz.
- Trustee Barry** commented further, indicating his recommendation was obtained by visiting the locations effected by the proposed ordinance change. **Trustee Nielsen** commented on his disagreement with the portion of the ordinance that relates to the sale of the single cans or bottles of beer. **Mayor Durkin** questioned Attorney Donahue on when the ordinance will take effect. Attorney Donahue noted the effective date for the ordinance is May 1, 2011. **Mayor Durkin** instructed Village Administrator Donna Gayden to notify the businesses, effected by the change, of the date of enforcement of the new ordinance.

Motion Approved: Yes

**VILLAGE
ADMINISTRATOR:**

Motion for approval of an ordinance amending Section 2-121 of the Village of Glenwood's Code of Ordinances in order to increase the Treasurer's salary.

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

Discussion: **Mayor Durkin** commented to the audience the salary is being increased from \$1,500.00 per year to \$3,000.00 per year. The increase is based on the amount of time needed to meet the necessary statutory requirements. **Trustee Thomas** commented on the duties of current Treasurer as it relates to the amount of work currently performed. **Mayor Durkin** commented that he wants an Accountant to be the Treasurer. **Trustee Barry** commented that the person should be a resident of Glenwood. **Mayor Durkin** requested Attorney Donahue to review the qualifications as it relates to Glenwood residency. **Mayor Durkin** noted the Treasurer, by statute, is required to give a sworn statement of the financial status of the Village on a monthly basis. Not making the statement is a Class C felony. **Trustee Thomas** requested to table the motion until Attorney Donahue reviews the qualifications of the position as it relates to residency.

Motion Approved: Vote not called on the original motion.

Motion to table the approval to increase the Treasurer's salary from \$1,500.00 to \$3,000.00 annually until the next regular Board meeting.

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

Upon Roll Call: Ayes: 3 Naes: 2 Recuse: 1 Absent: 0 Abstain: 0

Ayes: Freeman, Campbell, Thomas

Naes: Plott, Nielsen

Recues: Barry

Abstain: 0

Absent: 0

Discussion: **Trustee Thomas** questioned Attorney Donahue on the timing for reviewing the qualifications. Attorney Donahue indicated he will have an answer by the next Board meeting as it relates to required residency for the position.

Motion Approved: Yes

Motion for approval for Robinson Engineering to provide the plat of subdivision of property and title commitment for the property located at 141 East Main Street not to exceed \$5,800.00.

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

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

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

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Trustee Thomas** commented if this was the easement for the property.

Motion Approved: Yes

Follow Up: Village Administrator Gayden requested a Special Board on Friday April 29, 2011 to approve the remaining fiscal year bills.

ENGINEER'S REPORT:

Village Engineer, Ed Tunelius of Robinson Engineering, gave a review on the bid process for the pending cleaning and internal television inspection of the sanitary sewer project. A total of 8 contractors retrieved project plans, and a total of 4 contractors submitted bids to complete the project. The contractors and their bids are as follows:

1) Pipe View LLC	\$182,228.00
2) Visu-Sewer of Illinois	\$280,445.00
3) National Power Rodding	\$307,838.00
4) Sheridan Plumbing	\$354,035.00

The engineer cost estimate for the project was \$577,000.00. The received bids are a reflection of the market. Mr. Tunelius also noted the bid requirement included a bid check. The purpose of the bid check insures the contractor will sign a contract for the bid amount. The specifications of the bid requirements indicated a bid check be included. The lowest bidder, Pipe View, didn't submit the a bid check but submitted a bid bond. The Village Engineer, communicated to the lowest bidder, that a error was made within the bid submission. The bidder admitted the error, and offered to correct the error. Mr. Tunelius also questioned Pipe View on the validity of the bid, based on the bids received. The bidder indicated the steps they took in compiling the bid. Mr. Tunelius, also noted during discussions with the Pipe View, the difference in the bid amount , and the prevailing wage requirement for project. Due diligence on the contractor was completed. Mr. Tunelius indicated that based on the due diligence, there isn't a reason to disqualify Pipe View. Mr. Tunelius noted the Board has the choice of waiving the technicality created by the bid submission from the lowest bidder and accepting the lowest bid, or disqualifying the lowest bidder and go forward with awarding the project to the next lowest bidder. **Mayor Durkin** noted the contract reference regarding on waiving the technicality. **Mayor Durkin** noted the biggest savings in the contract is from the televising.

Motion to accept the bid of \$182,228.00 from Pipe-View LLC for the cleaning and internal television inspection of sanitary sewer project.

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

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

Ayes: Barry, Freeman, Plott, Campbell, Thomas

Naes: Nielsen

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Trustee Nielsen** question the range of the bids submitted.

Trustee Nielsen questioned the cost difference as it relates to the project. **Mayor Durkin** followed noting the reasons communicated by the Village Engineer. **Trustee Nielsen** question if Pipe View has ever done work within the Village of Glenwood. Mr. Tunelius answered, No. **Trustee Thomas** commented if Pipe View is able to complete the job. Mr. Tunelius, noted again based on the due diligence he has confidence the contractor can complete the project.

Mr. Tunelius followed the vote noting the bid check be retained for the 2 lowest bidders and the bid checks be returned for the remainder bidder. Mr. Tunelius noted this is the standard practice. (Meeting was disrupted by a member of the audience. **Mayor Durkin** instructed the person to withhold their comments until the end of the meeting.) Mr. Tunelius noted, that by holding the bid checks of the low bidders if one contractor defaults. **Mayor Durkin** asked what will happen if the 2nd lowest bidder decides to leave the project. Mr. Tunelius noted that the bid check can be substituted with a bid bond. **Trustee Plott** commented on the prevailing wage issue of the project. **Trustee Campbell** commented further, indicating the cost is a savings for the residents of Glenwood.

Motion Approved: Yes

Update: Communication from the Illinois EPA on the loan request for the looping of the water main was moved up on the list for year 2012. The loan interest rate is at 2.5%. **Mayor Durkin** questioned if all of the easement request received. Village Administrator Donna Gayden, noted all easements are received except for the Annie Lee property.

FINANCE:

Finance Director Linda Brunette updated the Mayor and Board of Trustees on the following:

- 1) Receipt of an alert from the county Treasurers office regarding the financial filing. The filing was completed in March 2011.
- 2) Bond Update: Continued disclosure filings are in the process. Filings with the Municipal Securities Rule Making Board and the Electronic Municipal Access System are currently ongoing.
- 3) Village Administrator Donna Gayden and Linda Brunette answered on Mayor Durkin's question regarding proof of ethics statement filing by the elected officials. Proof of filings are received, but the records at the County are not updated.

POLICE:

Police Chief Demetrious Cook reported on the following items:

- 1) The US Department of Justice is accepting grant applications for the hiring of Police officers. The Village is in the process of submitting a application. Application deadline is May 21, 2011. The grant will cover the cost to hire 2 additional officers. This does not include the 4 officers that has already be approved.
- 2) Chief Cook will be meeting with the Cook County Department of Health to locate sites in the event of a pandemic. Fire Chief Welsh and Village Administrator Donna Gayden will also attend.
- 3) Expanded the caliber and models of weapons that Glenwood Police Officers are allowed to carry.

FIRE:

Motion for authorization to hire 6 paid on call Firefighters pending successful completion of the physical and background check as it relates to the 6 applicants:

- Additional discussion on the motion. The 6 applicants will bring the total number of firefighters on call to a total of 39.

Applicants:	John Roper	Timothy Tropp
	George Kern	Timothy Barz
	Curt Schlueter	Phillip Werner

Motion Approved: Vote not called on motion.

Motion to table authorization to hire 6 paid on call Firefighters pending successful completion of the physical and background check as it relates to the 6 applicants:

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

Upon Roll Call: Ayes: 3 Naes: 4 Absent: 0 Abstain: 0

Ayes: Barry, Freeman, Thomas

Naes: Campbell, Nielsen, Plott, Mayor Durkin

Recues: 0

Abstain: 0

Absent: 0

Discussion: No discussion.

Motion Approved: No

- Trustee vote was tied with 3 Ayes and 3 Naes. Mayor Durkin cast a Nae vote to break the tie.

Motion for authorization to hire 6 paid on call Firefighters pending successful completion of the physical and background check as it relates to the 6 applicants:

- Additional discussion on the motion. The 6 applicants will bring the total number of firefighters on call to a total of 39.

Applicants: John Roper Timothy Tropp
George Kern Timothy Barz
Curt Schlueter Philip Werner

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

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

Ayes: Freeman, Plott, Nielsen, Campbell, Thomas

Naes: Barry

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Trustee Barry** question the vote by **Trustee Campbell** on the motion based on the fact that **Trustee Campbell** is still a current employee of the fire department. Attorney Donahue indicated the decision to vote is entirely up to **Trustee Campbell**. Attorney Donahue noted to **Trustee Barry** that since **Trustee Campbell** has not officially retired (official last day of employment for **Trustee Campbell** as a Village of Glenwood Firefighter is tomorrow.) the proper response on the vote would be to recues. **Mayor Durkin** followed indicating to recues on the vote isn't required by **Trustee Campbell**. Attorney Donahue conferred on the comment by **Mayor Durkin**. **Trustee Barry** commented further that he would rather not expense the funds for hiring anyone until the Village has a handle on the finances based on a possible litigation. **Trustee Plott** noted the freeze on finances was for upcoming staff raises, not on hiring.

Motion Approved: Yes

Motion to authorize the Fire and Police commission to provide the next eligible candidate for full time firefighter to replace retiring Firefighter Terry Campbell.

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

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

Ayes: Freeman, Plott, Nielsen, Campbell, Thomas

Naes: Barry

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Trustee Freeman** question there is only one eligible candidate on the list. **Mayor Durkin** answered "Yes". **Mayor Durkin** commented that the commission will work with the testing company to begin the process of compiling a list of eligible candidates for the Police and Firefighter.

Motion Approved: Yes

Follow Up: Chief Welsh complimented the firefighters that handled the fire that occurred at the Glenwood Town Center. Chief Welsh also complimented all of the surrounding Villages that provided support to the Glenwood Fire Department in extinguishing the fire. Thanks were also extended to the Police and Public Works department for their assistance.

Chief Welsh announced the retirement reception for Firefighter Campbell tomorrow at the fire station.

PUBLIC WORKS:

Motion to approve payment for the painting of the Arquilla Drive elevated tank in the amount of \$246,079.80.

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, Freeman, Plott, Nielsen, Campbell, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: Public Works Director McAneney commented the painting is on hold due to the weather. When the weather clears the work will continue. The tank should be back online within a week once all the required test on the tank are complete.

Motion Approved: Yes

Motion for approval to purchase a spare pump for the 187th street lift station at a cost not to exceed an amount of \$37,000.00. (Pump will be purchased after May 1, 2011)

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, Plott, Nielsen, Campbell, Thomas

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: Public Works Director McAneney commented the pump will be used as a back up to the existing pump.

Motion Approved: Yes

Update: Water main break and pipe replacement on Strieff. 32 feet of pipe was replaced. The main was corroded within. Status of the restoration of the area will be communicated to the residents mostly effected.

**BUILDING
DEPARTMENT:**

Chief Welsh gave an update:

1) The building department personnel has begun inspections. They are walking the communities in order to make sure resident homes are in compliance with the building code.

GLENWOODIE:

2) **Mayor Durkin** question the status of the new Firefighter being trained to be a certified building inspector. Chief Welsh commented the Firefighter is currently in the process of obtaining the qualifications for certification.

Lease purchase of new equipment. A total of 17 pieces of equipment will be obtained, and 20 pieces of equipment will be traded in. This will be a 72 month lease/purchase with a \$1.00 buy out at the end of the lease.

Motion for approval to lease/purchase new equipment through National Inter-Governmental Purchasing Alliance not to exceed an amount of 326,000.00 for a 72 month lease.

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

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

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

Naes: 0

Recues: 0

Abstain: 0

Absent: 0

Discussion: **Trustee Campbell** question the length of the previous lease. **Trustee Barry** question if the equipment will be purchased at the conclusion of the lease. Eric Swanson indicated Yes.

Motion Approved: Yes

Report: The construction on the new clubhouse is progressing. It's about 90% complete. Site work is ongoing, carpet will be installed, bathrooms are under constructed.

PARK PROGRAMS:

Park Program Alesia Young updated the Board on the following:

- 1) The Easter program was rained out. The program will be re-scheduled to April 23, 2011.
- 2) Working on initiating a 3 on 3 tournament. Working with Y.B.O.A (Youth Basketball Organization of America). Details on time and location are being worked on.
- 3) Working on a youth fitness and leadership program for ages 10 - 18.
- 4) Working on updating the park program calendar to include all programs.
- 5) Has had discussions with the Village insurance company to make sure the insurance is sufficient for the program. Volunteers for the programs are difficult to obtain. Looking to request a stipend of some type to entice others to join the program.
- 6) Looking to make the field house more user friendly. Would like to obtain presentation material.
- 7) Received 150 surveys back. The majority of the surveys indicate that residents are not aware of the Park programs.
- 8) May 21, 2011 "It's My Park Day" to establish a community garden.

NEW BUSINESS:

Mayor Durkin commented on possibly going forward with eminent domain procedures for the Glenwood Plaza. The issue will be on the agenda of the next regular Board meeting.

Trustee Freeman requested to revisit the budget for the 2011/2012 fiscal year. He noted he is in receipt of 2 budgets. **Mayor Durkin** requested **Trustee Freeman** follow up with Village Administrator Gaydon.

OLD BUSINESS:

Chief Welsh updated the Board on the status of the business' at the Glenwood Town Center. They will be opening slowly as the smoke damage is cleaned.

Village Administrator Gayden is scheduled to take some vacation days. Because she hasn't been employed with the Village for a minimum of one year, the time will be unpaid.

OPEN TO THE PUBLIC: Dave Przewoznik, Division of Sewers of Illinois - commented further on the action taken by the Board on the contract awarding for the sanitary sewer project.

ADJOURN: **Motion to adjourn the meeting at 8:27 PM.**

Trustee Barry 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, Nielsen, Plott, Thomas

Naes: 0 Recues: 0

Absent: 0 Abstain: 0

Discussion: No discussion

Motion Approved: Yes



Carmen Hopkins, Village Clerk