

MINUTES OF THE REGULAR BOARD MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF GLENWOOD, COOK COUNTY, ILLINOIS  
HELD AT VILLAGE HALL September 6, 2022

Board Meeting was called to order at 7:07 PM by Mayor Ronald J. Gardiner. The audience was led in the Pledge of Allegiance.

**ROLL CALL:** Upon Roll Call by Village Clerk, Sandra Washington, the following Trustees responded: **Clark, Hadnott, Hart, Lynch (phone) and Winston**

**REMOTE PARTICIPATION** The meeting was conducted at Village Hall; **Trustee Hadnott** moved the motion to approve remote participation for **Trustee Lynch**; **Trustee Clark** second the motion.

**Upon Roll Call: Ayes: 4 Naes:0; Recues: 0 Absent: Abstain: 0**

**Ayes:** Clark, Hadnott, Hart, Winston

**Naes: 0**

**Recues: 0**

**Absent: Dawson**

**Abstain: 0**

**Motion Approved: Yes**

**ALSO IN ATTENDANCE:** **Brian D. Mitchell**, Village Administrator; **Kevin Welsh** Fire/Building; **Chief Peddycord** Police, **Cynthia Smith**, Finance Director; Village Treasurer, **Carmen Hopkins**, Phillip Robbins, Glenwoodie Golf Course, **Dave Shilling**, Village Engineer

**ABSENT:** **Trustee Dawson, Bill Manousopoulos**, Public Works Director

**OFFICE OF VILLAGE CLERK**

**MOTION TO APPROVE REGULAR BOARD MEETING MINUTES  
of August 16, 2022**

**Trustee Hadnott** made the motion to approve; **Trustee Lynch** second the motion.

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

**Ayes:** Clark, Hadnott, Hart, Lynch, Winston

**Naes: 0**

**Recues: 0**

**Absent: Dawson**

**Abstain: 0**

**Motion Approved: Yes**

**TREASURER'S REPORT**

**1) MOTION TO APPROVE BILLS PAYABLE AS PRESENTED BY  
TREASURER, CARMEN HOPKINS**

Bills Payable Corporate in the amount of \$293,988.55, Sewer and Water \$64,387.29, LTBL MFT \$1,749.85; Glenwoodie \$55,343.70, TIF Industrial Park \$7,150.00 TIF State Street \$3,315.00, TIF Halsted South \$5,952.00 TIF Finance Fund \$877.50 TIF Halsted North \$2,739.75

**TOTAL ALL FUNS \$435,503.64**

**Trustee Winston** moved the motion; **Trustee Hadnott** second

**Discussion:** Treasurer Hopkins noted correction to the Bills Payable total; change to **\$435,513.64**.

**Trustee Hadnott** inquired about late payments to Donahue & Rose, Elmore's Lawn for past due invoices; Village Administrator, B. Mitchell noted invoices were lost in the transition with temp services; Treasurer Carmen Hopkins noted invoices were submitted in bulk for payment for Elmore's Lawn care. Attorney John Donahue had reissue checks. Also inquiry was made about Southland Water Agency; have all of the contractual agreement obligations been met? Mayor Gardiner shared update received from email from SWA.

**Trustee Winston** motioned to have SWA payment removed from bills payable until a formal status update from a representative from SWA is provided to the Board; Robinson Engineer is the appointed Engineer for the SWA project; **Trustee Hadnott** noted expenses that have been paid for the project, including Robinson Engineering.

**Trustee Hart** made a statement noting concerns indicating this is the third consecutive board meeting where Bills Payables are not balanced; it is important to own errors; should not be presented to the Board with errors; should not have to leap to assumptions; July reconciled numbers including manual checks should have been presented on the agenda for Board approval as discussed during last Board meeting; recap schedule bills payable do not match total, shortage of approx. \$17k. **Trustee Hart** is not okay with a verbal account without appropriate documentation for financial records.

**Treasurer Carmen Hopkins** provided an account of the July ACH payments. It will be presented to the Board at the next board meeting scheduled September 20, 2022 for approval. Gordon Food Service ACH July - \$4,689.65 ACH August \$6,229.73 total of \$10,919.38; also noted on the schedule recap \$24,268 reissue for Donahue; \$6,774.59 ACH Glenwoodie.

**Motion was amended to approve Bills Payable total amount of \$435,513.64 excluding Southland Water Agency Payment in the amount of \$15,662.00**

**Upon Roll Call: Ayes: 4 Naes:1; Recues: 0 Absent:0 Abstain: 0**

**Ayes:** Clark, Hadnott, Lynch, Winston

**Naes:** Hart

**Recues:** 0

**Absent:** 0

**Abstain:** 0

**Motion Approved:** Yes

**2) MOTION TO APPROVE PAYROLL AS PRESENTED BY TREASURER, CARMEN HOPKINS**

Payroll as of the date August 26, 2022, Corporate in the amount of \$109,038.00, Sewer & Water \$12,697.00, Glenwoodie \$33,984.00 Elected Positions \$5,833.00

OVERTIME: Police \$10,906.00, Sewer & Water \$1,419.00, Public Works \$224.00

**TOTAL PAYROLL \$173,098.00**

**Trustee Hadnott** made the motion; **Trustee Lynch** second

**Upon Roll Call: Ayes:2 Naes:3; Recues: 0 Absent:1 Abstain: 0**

**Discussion:** **Trustee Winston** noted concerns with payroll and payroll processes; requested auditor to conduct a payroll audit; **Trustee Hart** recommended urgent Executive closed session to discuss Village payroll practices. **Trustee Hart** noted that payroll has already been paid; the motion did not pass therefore it forces administration to revisit payroll concerns from the Board. It should be on the next board meeting agenda. **Mayor Gardiner** will address with Attorney John Donahue.

**Ayes:** Clark, Hadnott

**Naes:** Hart, Lynch, Winston

**Recues:** 0

**Absent:** Dawson

**Abstain:** 0

**Motion Approved:** No

**OPEN TO THE PUBLIC:**

**Melinda Plott**

Appreciate open conversations on addressing finance errors; same problems should not be reoccurring; prevent the same errors from happening.

**Lona Wheeler**

Inquired who is responsible for items to be placed on the agenda; glad to see consideration for Nellie Prather foundation. Thought it was unusual and unethical for business to solicit funds for back-to-school carnival; other sports teams had to submit letter requesting funds. Tobacco store in Glenwood Plaza, is it legal for minors to be in the store; Chief Welsh indicated you just can't sell tobacco products to minors under 21. Image isn't good for the Village; no new liquor licenses for the Village; Construction work is continuing for the liquor store moving to Main Street; asked about SWA; projected date of completion is 2027; in financial planning stages now.

**COMMUNICATIONS MAYORS OFFICE:**

**Sikich Update was Tabled due to Anthony Cervini's absence. He will be put back on the agenda for September 20, 2022.**

**Consideration for donation to Nellie Prather Foundation**

Rosemary Prather addressed the board with a request for donations for the Nellie Prather Foundation; submitted a letter a few months ago for purchase of several items; commercial freezer furnace, microwave, storage shed, tables and chairs; transport van, air conditioner has been purchased. Request was made for \$50k; **Trustee Hart** noted that the Village has to have a process in place for requesting donations; the previous donations have opened us up for a free for all and we can't continue to operate without having a budget; **Trustee Hart** made a personal \$500 donation to the Foundation; **Trustee Hadnott** noted that we have to know what we can afford to spend without a budget; to date, the budget has been exceeded; the budget line item for donations this year was \$12,000; perhaps use of Covid fund allocation; the Village had provided use of the facility for a year; **Trustee Hadnott** offered to make a personal donation; sports team got more this year because they did not receive any donations for previous years; put donation amount on the agenda and take a board vote; sports team donation were always a part of the budget; Mayor will meet with Ms. Prather and put a requested donation amount on the next board meeting agenda.

**VILLAGE ADMINISTRATOR**

Announced recycling event taking place on October 15, 2022 from 9am – 11am; posted on website and Face book page

September 23, 2022, is movie night featuring Sing 2 at Glenwoodie Golf Course

Trustee Hadnott noted two appraisal options will be presented for board approval

**ATTORNEY'S REPORT**

**Motion to Approve the recommended changes to Village of Glenwood Crime Free Housing Ordinance**

**Trustee Hadnott** made the motion for approval; **Trustee Winston** second

**Discussion:** **Trustee Hadnott** noted the Crime Free Housing Committee met on August 26, 2022 to review final recommended changes; a few additional changes were made by Attorney Donahue.

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

**Ayes:** Clark, Hadnott, Hart, Lynch, Winston

**Naes:** Dawson

**Recues: 0**

**Absent:**

**Abstain: 0**

**Motion Approved: Yes**

**GLENWOODIE GOLF COURSE**

**Motion to Approve 2023 Season Pass Rates as Recommended by the Golf Committee**

**Trustee Winston** made the motion; **Trustee Hadnott** second

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

**Ayes:** Clark, Hadnott, Hart, Lynch, Winston

**Naes:** Dawson

**Recues: 0**

**Absent:**

**Abstain: 0**

**Motion Approved: Yes**

**NEW BUSINESS**                      **None**

**OLD BUSINESS**                      **None**

**MOTION TO ADJOURN:**

**MOTION TO ADJOURN SEPTEMBER 6, 2022 REGULAR BOARD MEETING**

**Trustee Winston** made the motion; **Trustee Lynch** second

**Upon Roll Call: Ayes 5 Naes: 0; Recues: 0 Absent:0 Abstain: 0**

**Ayes:** Clark, Dawson, Hadnott, Hart, Lynch, Winston

**Naes: 0**

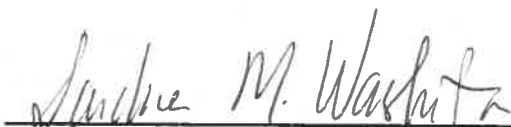
**Recues: 0**

**Absent: Dawson**

**Abstain: 0**

**Motion Approved: Yes**

**ADJOURNMENT:** The September 6, 2022, Regular Board Meeting adjourned @ 8:01p

  
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**Sandra M. Washington, Village Clerk**

