

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, SEPTEMBER 1, 2015

The September 1, 2015 Regular Board Meeting was called to order at 7:02 PM by Village President, Ronald J. Gardiner who led the audience in the Pledge of Allegiance.

UPON ROLL CALL:

Upon Roll Call by the Village Clerk, Ernestine T. Dobbins, the following Trustees responded: **Slaughter, Styles, Washington, Winston** (Trustee Hopkins arrived at 7:03 PM following Roll Call.)

ALSO IN ATTENDANCE:

Donna Gayden, Village Administrator; **Kevin Welsh**, Fire Chief; **Patrick McAneney**, Public Works Director; **David Shilling**, Village Engineer; **JoAnne Alexander**, Senior/Park Programs Director; **Demitrous Cook**, Police Chief; **Linda Brunette**, Finance Director; **John Donahue**, Village Attorney.

PRESENTATION OF MINUTES:

Motion to approve the August 18, 2015 Regular Board Meeting Minutes.

Trustee Winston: Moved; Second by Trustee Slaughter to accept the Motion as presented.

Discussion: No discussion

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

TREASURER'S REPORT:

1.) Motion to approve Bills Payable as presented by the Finance Director, Linda Brunette.

Corporate Fund: \$177,629.04; **Motor Fuel Tax Fund (MFT):** \$23,421.04; **Water Account:** \$21,321.63; **TIF Industrial Park:** \$8,887.50; **TIF Industrial Park North:** \$185,723.85; **TIF Main Street:** \$784.45; **TIF Holbrook Road:** \$400.00; **Glenwoodie Golf Course:** \$58,356.90

TOTAL ALL FUNDS: \$476,524.41

Trustee Styles: Moved; Second by Trustee Washington to accept the Motion as presented.

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

Ayes: Hopkins, Slaughter, Styles, Washington,
Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

**2) Motion to approve Payroll as of the date
August 21, 2015 as presented by the Finance
Director, Linda Brunette.**

Trustee Styles: Moved; **Second by Trustee Hopkins**
to accept the Motion as presented.

Corporate: \$125,044.00; **Glenwoodie:** \$28,535.00;
Sewer & Water: \$15,417.00

OVERTIME: Police: \$14,241.00 (834.00 of Police
Overtime is reimbursable.)

TOTAL PAYROLL: \$183,237.00

Discussion: Trustee Winston asked why the Police
Overtime was so high.

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

Ayes: Hopkins, Slaughter, Styles, Washington,
Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

OPEN TO THE PUBLIC:

No one approached the Board regarding agenda
items.

COMMUNICATIONS:

No Communications

MAYOR'S OFFICE:

1) Appointments: No Appointments were made.

2) **Employee Rate At Glenwoodie Golf Course.**

Trustee Winston: Moved; **Second by Trustee Hopkins** to accept the Motion as presented.

Discussion: Explanation was given by Trustee Styles and questions were asked by Trustees Winston and Washington.

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

3) **Motion to direct Village Attorney to prepare Ordinance to increase Treasurer Salary at the next Regular Board Meeting.**

Trustee Winston: Moved; **Second by Trustee Slaughter** to accept the Motion as presented.

Discussion: It was recommended that the Treasurer's salary be increased from \$3,000.00 to \$5,000.00; Trustee Styles stated that \$5,000.00 is too high and recommended \$4,000.00; Trustee Washington stated that she feels the salary must be competitive; the Village Administrator outlined the job of the Treasurer.

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

stated that the reporting structure according to the Organization Chart must be clarified (After the lengthy discussion, the original Motion was called for a vote.)

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

Ayes: Hopkins, Styles, Village President, Ronald Gardiner

Naes: Slaughter, Washington, Winston
Recues: 0

Absent: 0

Abstain: 0

Motion Approved: NO

2) Approval of Village of Glenwood Reserve Policies.

Trustee Hopkins: Moved; **Second by Trustee Styles** to accept the Motion as presented.

Discussion: The Village Administrator explained and outlined the benefit of a Reserve Policy; Trustee Winston asked what other municipalities are doing this and the Village Administrator stated that most municipalities have Reserve Funds.

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

3) Glenwoodie Reports: The Village Administrator explained the types of reporting that can be done and the benefits of such reports.

4) Approval of Request of Executive Closed Session under Sections 2(c)(1) Personnel, 2(c)5

Absent: 0

Abstain: 0

Motion Approved: YES

ATTORNEY'S REPORT:

No Report

VILLAGE ADMINISTRATOR:

1) Approval of Glenwoodie Golf Club Policies as presented.

Trustee Hopkins: Moved; **Second by Trustee Styles** to accept the Motion as presented.

Discussion: Trustee Winston stated that he would accept the Motion with amendments; Trustee Washington made a Motion TO TABLE Approval but there was NO Second; Trustee Winston listed the items that he suggested should be amended, deleted or changed:

- a) Page 9: ROOT Card-change statement to read One or more of the following instead of All of the following
- b) Page 10: Insert that students with a valid school ID are eligible for reduced golfing fees and strike: Students must be a member of a golf program or university.
- c) Page 12: questions on who checks the log, what are the steps to verify that those who are playing fall within one of the mentioned categories, how are discrepancies accounted for, and how do these rates align with the changes being made to the ROOT card.
- d) Page 13: Insert during golf season: 18 Holes-\$12.00; 9 Holes-\$9.00.
- e) Page 16: A) and B) under 11; Expressed concern that this section is unclear.
- f) Page 17: Determining standard shots; incentives regarding proper pouring
- g) Page 20: Use of unused donated food or beverage; policies on employees drinking at the club during off time; employee payment for food and drinks; employee uniforms
- h) Page 30: Shortages and Overages
Trustee Hopkins asked Phillip Robbins (Glenwoodie) to answer questions related to the language usage and the intent of the language used; Trustee Hopkins explained the use of selected language and stated why the language should not be changed or removed; questions were answered by Phillip Robbins which related to pages 10, 12, 20; Trustee Winston stated that he has concerns about the language in the policy and it needs to be made clearer; Trustee Washington

Real Estate and 2(c)(11) Litigation with action to be taken and no reason to reconvene at the end of the meeting.

Trustee Winston: Moved; Second by Trustee Slaughter to accept the Motion as presented.

Discussion: No discussion

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

5) Donna Gayden announced her resignation as Village Administrator and stated that she will begin as Hazel Crest Village Manager on Tuesday, September 8, 2015; she thanked the Village and residents for their support; a plaque was presented to Donna Gayden by the Village President and Village Clerk on behalf of the Board and the residents of the Village of Glenwood for her dedicated service from 2010-2015; everyone was invited to remain for cake.

ENGINEER'S REPORT:

The Village Engineer provided update on Grants and upcoming projects.

FINANCE:

The Board received Village of Glenwood Account Balances as of September 1, 2015

POLICE:

Chief Cook explained, outlined and answered the Police Overtime question asked by Trustee Winston; Chief Cook outlined shifts filled with Overtime and stated that if there are any questions about Overtime, he is always available to answer the questions. Updates were given on police activity in the Village.

FIRE/BUILDING:

Approval to hire six (6) Paid on Call Firefighters.

Trustee Styles: Moved; Second by Trustee Hopkins to accept the Motion as presented.

Discussion: Trustee Slaughter asked if positions were posted on the Village website and Chief Welsh responded; it was also asked if the Department is replacing positions and are aptitude tests done up front; Trustee Winston asked if there are any age restrictions and when is the last time Glenwood had a fire; Trustee Washington asked if there is a current need for the number of Paid on Call Firefighters and if there would be a better opportunity to hire full time rather than Paid on Call firefighters; Trustee Styles asked if all Paid on Call Firefighters respond to a fire; Chief Welsh responded to each question.

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

Ayes: Hopkins, Slaughter, Styles, Washington,
Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

PUBLIC WORKS:

1) **Approval to award contract to install a drinking fountain at Hickory Glen Park to Jack Waters Plumbing in an amount not to exceed \$2,607.00.**

Trustee Hopkins: Moved; **Second by Trustee Styles** to accept the Motion as presented.

Discussion: Trustee Hopkins asked where the fountain would be located and the number.

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

Ayes: Hopkins, Slaughter, Styles, Washington,
Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

2) Approval to award contract to install nine (9) replacement windows and one (1) entry door at Hickory Glen Park Field House to Preferred Window and Door in an amount not to exceed \$7,608.66.

Trustee Styles: Moved; Second by Trustee Hopkins to accept the Motion as presented.

Discussion: No discussion

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

Ayes: Hopkins, Slaughter, Styles, Washington,
Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

3) The Public Works Director reported that Rain Barrels will be delivered during the Winter.

GLENWOODIE:

1) Phillip Robbins updated the Board on the Smart Safe and explained its operation; question(s) asked by Trustee Styles. Phillip Robbins stated that petty cash will be on-site.

2) The August report will be given at the next Regular Board Meeting.

SENIOR/PARK PROGRAMS:

Director JoAnne Alexander announced upcoming events scheduled for September: September 11-12, Village Garage Sale; September 12, Paper Shredding Event; September 12, Glenwood Lions Club Ribfest; September 18, Flu Vaccine Clinic

NEW BUSINESS:

No New Business

OLD BUSINESS:

1) Trustee Winston mentioned that there are TABLED agenda items and/or Unfinished Business from: May 19, 2015, June 2, 2015 Meetings and Approval of Hiring Policy; the May 19, 2015 and June 2, 2015 have been resolved.

2) Trustee Washington asked for an Update on Water Payment: Billing Cycles; this item will be placed on the agenda for the next Regular Board Meeting.

OPEN TO THE PUBLIC:

Joe Howard (702 Sunset Drive) approached the Board regarding the Golf Policy and stressed the importance of making the Glenwoodie profitable because it is a business; stated that the Board must have knowledge of Golf in order to make golfing policy decisions; Trustee Washington stated that one does not have to have knowledge of Golf in order to make decisions regarding policies and Trustee Winston stated that it is important for the policy to be clear and well-written.

**ADJOURN INTO EXECUTIVE
CLOSED SESSION:**

Motion to adjourn into Executive Closed Session at 8:22 PM with no reason to reconvene.

Trustee Styles: Moved; Second by Trustee Slaughter to accept the Motion as presented.

Discussion: No discussion

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: YES

MOTION TO ADJOURN:

Motion to adjourn the Regular Board Meeting from Executive Closed Session at 9:15 PM.

Trustee Styles: Moved; Second by Trustee Slaughter to accept the Motion as presented.

Discussion: No discussion

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

Ayes: Hopkins, Slaughter, Styles, Washington, Winston

Naes: 0

Recues: 0

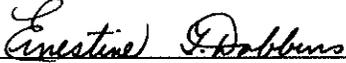
Absent: 0

Abstain: 0

Motion Approved: YES

ADJOURNMENT:

The September 1, 2015 Regular Board Meeting
adjourned at 9:15 PM.



Ernestine T. Dobbins, Village Clerk