

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 JANUARY 4, 2022

Board Meeting was called to order at 7:03 PM by Mayor Ronald J. Gardiner. The audience was led in the Pledge of Allegiance.

ROLL CALL:

Upon Roll Call by Deputy Clerk Carolyn D. Williamson, the following Trustees responded: **Clark, Dawson (remotely), Hadnott, Hart, Lynch and Winston**

REMOTE PARTICIPATION

The meeting was conducted at Village Hall

Trustee Winston moved the motion; **Seconded by Trustee Hadnott** to allow Trustee Dawson to participate remotely.

Discussion: Trustee Winston asked is it required to take a vote for remote participation? **Atty Donahue** answered the Village's Ordinance follows the state statute for remote participation in which it is required to take a vote for remote participation.

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

Ayes: Clark, Dawson (Phone), Hart, Hadnott, Lynch, Winston

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ALSO IN ATTENDANCE:

Brian D. Mitchell, Village Administrator; **John Donahue**, Village Attorney; **Kevin Welsh** Fire/Building; **Chief Peddycord** Police, **Bill Manousopoulos**. Director, Public Works; **Dave Shilling**, Village Administrator; **Phillip Robins**, Glenwoodie Golf Course and **Carmen Hopkins**, Village Treasurer

ABSENT:

Sandra Washington, Village Clerk

Village Clerk's Office:

Motion to Approve the December 21, 2021, Regular Board meeting Minutes.

Trustee Lynch moved the motion; **Second by Trustee Hart** to accept the Motion as read.

Discussion: None

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

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

Naes: 0

Recues: 0

Absent: 0

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 \$157,257.18, Sewer and Water \$36,434.39, MFT \$4,471.22, Glenwoodie \$4,796.22, TIF Halsted South \$7,376.90, TIF Main Street \$27,286.10, **TOTAL ALL FUNDS \$237,622.01**

Discussion: Treasurer Hopkins requested to amend this motion to exclude one check to Lansing Sport for \$103.90 from the Bills Payables.

Trustee Lynch moved; Second by Trustee Dawson to accept the amended Bills Payables to exclude \$103.90 to Lansing Sport.

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

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

Naes: 0

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 **December 30, 2021**, Corporate in the amount of \$107,302.00, Sewer & Water \$11,141.00, Elected Positions \$5,833.00, Glenwoodie \$8,821.00, **OVERTIME:** Police \$7,201.00, Sewer & Water \$835.00, Public Works OT \$450.00
TOTAL PAYROLL \$141,583.00

Trustee Hadnott moved; Second by Trustee Clark to accept the Motion as read.

Discussion: Trustee Winston asked if payroll included any % increases above 3% that was approved in the budget by the Board? Trustee Winston would like to exclude any pay raises over 3%. Mayor Gardiner commented that all salary increases were noted in the budget that was approved by the Board of Trustees. Trustees Hadnott and Clark do not wish to amend the motion to exclude any pay raises over 3%. The original motion was upheld.

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

Ayes: Clark, Dawson, Hadnott, Hart, Lynch

Naes: Winston

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

OPEN TO THE PUBLIC:

None

COMMUNICATIONS MAYORS OFFICE:

Mayor Gardiner asked for a moment of silence for the passing of Joyce Asselborn, the wife of Ex-Mayor William Asselborn Jr. and Frank Zucarelli ; Thornton Township Supervisor.

Motion to Approve Robinson Engineering to perform design engineering services for Glenwood-Chicago Heights Road reconstruction.

Trustee Lynch moved; Second by Trustee Hart to accept the Motion as read.

Discussion: Village Engineer Dave Schilling discussed the Statement of Qualifications for reconstruction at Glenwood-Chicago-Heights Road.

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

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

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

Motion to approve a Staffing Contract, Ambulance Purchase, Billing and Collection agreement, and direct Fire and Police Commission to provide three Candidates for employment pursuant to the previously approved Fire Department reorganization Plan Resolution.

Trustee Winston made the motion for approval; **Trustee Lynch** second the motion.

Discussion: Chief Welsh led the presentation to the Board regarding the motion to approve the Staffing Service Agreement with Kurtz/AMR; the proposed acquisition of two ambulance vehicles; proposed medical and fire billing through Andres Medical Billing; and the additional hiring of three (3) entry level Mid Management/Paramedic Firefighters to provide supervision 24/7 coverage over operations. Brian Gerth, AMR representative responded to Board members questions and concerns regarding the proposal. Some of the board members concerns noted: the presentation made in September of 2021 is different from this finalized proposal, particularly with the additional staffing requirements, salaries doubled; GMT application process has not begun yet and the Village of Glenwood will not receive reimbursements for another year in 2023; the associated costs of maintenance, insurance; RFP process should have been considered for a contract of this significance; need comparison figures in writing of current vs projected; impact to pension funding; 3% contract increases and service levels.

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

Ayes: Clark, Hadnott, Lynch, *Gardiner

Naes: Dawson, Hart, Winston

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

Motion to Approve Sikich Service Proposal

Trustee Winston made the motion for approval, **Trustee Hart** second the motion.

Discussion: Anthony Cervini presented the Board an overview of the Financial and Consulting Services agreement. It was noted that this contract is for accounting services and not as auditors. **Trustee Hart** felt the scope proposed was limited and recommended expanding scope to include those issues that are currently outstanding noted in the Management Report, in addition, including other financial and personnel policies and procedural operations; it was noted that financial reports have not been prepared since September 2021; there is a need to have a true snapshot of the financial health of the Village; **Trustee Winston and Trustee Dawson** expressed concerns with Sikich providing both auditing services and consulting as a potential conflict of interest.

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

Ayes: Clark, Hadnott, Hart, Lynch Winston

Naes: Dawson

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

Approval of Request for Executive Closed Session under Section 2 (c) (1) Personnel with action to be taken with reason to reconvene at the end of the meeting.

Trustee Winston made the motion; Trustee Lynch second

Discussion: Trustee Winston asked The Chair to explain if board action is taken following the Executive Closed Session, why isn't it posted on the agenda? **Attorney Donahue** indicated it is on the Agenda under Appointments and it does not have to specify the actual position of the appointment.

APPOINTMENTS – Tabled to move to the end of meeting following Executive Closed Session

Trustee Lynch made motion to table; Trustee Clark second.

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

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

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ATTORNEY'S REPORT

The following Ordinances and Re-Development agreement were **tabled** to the next meeting by **Attorney John Donahue:**

1. Approval of an Ordinance approving a Plat of Resubdivision.
2. An Ordinance approving the Redevelopment Plan and Project for the I-394 Redevelopment Project Area.
3. Approval of an Ordinance Adopting Tax Increment Financing for the I-394 Redevelopment Project Area.
4. Approval of an Ordinance Designating the I-394 Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act.

VILLAGE ADMINISTRATOR OFFICE

Brian D. Mitchell

Village Administrator

Concerns were noted of remaining in person for Board meetings and events at our Public buildings; Brian noted that the Village of Glenwood is maintaining stringent cleaning standards throughout all of its facilities; additional staffing at Glenwoodie Golf Course.

B. Mitchell shared information with the Board relevant to Covid 19 protocols within Village Hall and public facilities. Some of the stats shared included 1,651 reported confirmed cases in Glenwood; 118 reported last week; 69.8% vaccinated with 1 dose; 52.9% vaccinated with 2 doses; not included booster vaccinations; The Village of Glenwood will continue to follow CDC guidelines and state mandates to protect the residents and staff of Glenwood; stringent cleaning standards are in place; it is advised to avoid Covid 19 guidance on which masks are considered more effective the company website. Proof of vaccination record at local restaurants is enforced by the County.

NEW BUSINESS: **Trustee Lynch** suggested increasing the salary of the Finance Director position and revisit the job description to include grant writing instead of hiring an independent grant writer; also advised of a need for a permanent Deputy Clerk; **Trustee Winston** commented that the grant writer position should be a standalone position that focuses solely on grant writing. **Mayor Gardiner** noted looking for a replacement Animal Control Officer as Paul will be retiring. **Trustee Dawson** advised the Board of an application used on iPhones to conduct contact tracing for Covid 19.

OLD BUSINESS: **Approval to draft a Redevelopment Agreement for Glenwood Oaks Restaurant**

Discussion: Chief Welsh discussed a request for the Board to reconsider drafting a Redevelopment Agreement for Glenwood Oaks Restaurant that will in effect adjust the original agreement with the cap on the total reimbursement at \$500,000 with \$250,000 being forgivable note with the remaining \$250,000 converting to a mortgage on the property secured by a personal guarantee of the owner. Mike of Glenwood Oaks answered questions from the Board.

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

Ayes: Dawson, Hadnott, Hart, Lynch, Winston

Naes: Clark

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

MOTION TO ADJOURN:

Trustee Dawson moved; Second by Trustee Lynch

Discussion: None

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

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

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ADJOURNMENT: The January 4, 2022, Board Meeting adjourned @ 9:40PM.



Carolyn D. Williamson, Village Deputy Clerk