

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, **November 5, 2024**

The Board Meeting was called to order at 7:00 PM by **Village President, Ronald J. Gardiner** The audience was led in the Pledge of Allegiance.

ROLL CALL: Upon Roll Call by Village Deputy Clerk **Carolyn D. Williamson**, the following Trustees responded: **Brown, Clark, Lynch, Rolle, Taylor, Williams**

REMOTE PARTICIPATIONS: None

ALSO IN ATTENDANCE: **Brian D. Mitchell**, Village Administrator; **John Donahue**, Village Attorney; **Chief Derek Peddycord**, Police, **Deputy Chief Kevin A. Welsh Jr.**, Fire and Building, **Dave Shilling**, Village Engineer, **Phil Robbins**, Glenwoodie Golf Course, **Joe Benoit**, Public Works Director

ABSENT: **Chief Kevin A. Welsh Sr.**

Village Clerk's Office: **Motion to Approve the Regular Board Meeting of October 15, 2024**

Trustee Williams made the motion to approve; **Trustee Clark** **seconded** the motion as read with amendments by Trustee Brown.

Discussion: None

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, minutes approved

TREASURER'S REPORT

BRYAN JANSSEN

1. **Bills Payables November 1, 2024** – Corporate \$221,229.62, Motor Fuel Tax (MFT) \$10,000.00, Sewer and Water \$27,130.53, Foreign Fire Insurance \$2,385.00, TIF Industrial Park \$12,000.00, TIF Main Street \$1,891.25, Glenwoodie Golf Course \$27,946.39, TIF Halsted North \$177,597.34, TIF Halsted South \$89,579.06,
Total All Funds \$569,760.19

Enterprise fund transfers for A/P run:

Contiguous Transfer of \$240,000.00 from Industrial TIF to Halsted North TIF.

Other bank Transfer of \$503,588.92 from ARPA to Corporate to update account with current balance left to spend.

Discussion: Updates were made with the payments reduced due to three duplicate payments: Martin Whalen \$637.80, Elmore Lawn Care, \$3,109.03, and Vertical Assets 54,976.00. These amounts were backed out.

Trustee Lynch had questions regarding the disbursement of the ARPA funds. He states the funds must be earmarked by December 2025 and spent by December 2026. **Trustee Lynch** also had other concerns regarding a Bills Payables multiple items for Fire Station 2. Lastly, **Trustee Lynch** had a concern regarding an item from Robinson Engineering in which Silken will reimburse the Village for the parking lot once Robinson Engineering make the necessary updates.

Trustee Lynch moved the motion; **Second by Trustee Rolle** second the motion as read.

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, motion approved.

2. **Payroll as of the date October 18, 2024** – Corporate \$135,169.41
Sewer and Water \$17,974.84, Paid on Call \$11,810.35
Elected Positions \$1,035.08, Glenwoodie Golf Course \$33,016.46,
Vendor Checks \$2,755.20, OVERTIME: Police Overtime \$3,297.17
(Reimbursable \$553.49), Sewer & Water \$497.51, Public Works OT \$268.18, Economic
Development Stipend \$461.54, Admin Stipend \$1,692.31,
TOTAL PAYROLL \$207,978.05

Discussion: None

Trustee Lynch made the motion and seconded by **Trustee Taylor**

Discussion: None

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, motion approved.

3. **Payroll as of the date November 1, 2024** – Corporate \$146,053.59,
Sewer and Water \$17,456.33, Paid on Call \$11,407.04
Elected Positions \$5,341.04, Glenwoodie Golf Course \$31,822.96,
Vendor Checks \$2,919.96, OVERTIME: Police Overtime \$7,300.90
(Reimbursable \$1,187.84), Sewer & Water \$115.41, Public Works OT \$62.14,
Economic Development Stipend \$461.54, Admin Stipend \$1,596.31,
TOTAL PAYROLL \$301,013.94

Discussion: Finance Manager Bryan Janssen says the holiday pay for Police is what drove this payroll up. This occurs once a year.

Trustee Clark made the motion and seconded by Trustee Lynch

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, motion approved.

OPEN TO THE PUBLIC

Zelmarie Sneed- Glenwood Manor Resident

Ms. Sneed addressed the Board with a three-month concern regarding her neighbor who lives across the street. From her home. This neighbor parks her SUV directly in front of her home instead of the designated parking for the neighbor's building. Ms. Sneed says this is a safety hazard as it is difficult to back out of her driveway. Ms. Sneed also says her driveway is used as a turnaround which has caused wear and tears on her driveway. **Mayor Gardiner** stated he has been in contact with the management company; however, the management company has not complied. **Mayor Gardiner** asked **Chief Peddycord** to look at the situation and see if the Village can place no parking signs in front of Ms. Sneed's home because the condos have ample parking in the back of the building.

Edward Hadnott- Glenwood Manor Resident

Mr. Hadnott states he was misquoted in the minutes from the October 15, 2024, Board Meeting. He states he believes he and the Mayor concluded that the project be started in 60 days. He states the minutes do not reflect that statement.

Mr. Hadnott had concerns regarding the ARPA funds. He stated he had asked former Finance Director Linda Brunette to put the ARPA funds in a separate account for accounting purposes. He states had it been an interest-bearing account, it would have accrued over \$50,000.

Next **Mr. Hadnott** states \$503,588.00 of ARPA funds has been spent already. **Mayor Gardiner** stated the funds were used for the Fieldhouses, the Underground Railroad Memorial site, the Audio System, the Salt for Public Works, and the Blakey Center roof. He states back in 2022 he had asked for a COW meeting to decide how the funds were going to be spent.

Lastly **Mr. Hadnott** asked has the ARPA reports been filed by the Village to the U.S. Treasury. **VA Mitchell** says the amount the Village received, did not require a report due to the Village did not meet that threshold. **Mr. Hadnott** says there was a quarterly report that needed to be filed by October 20, 2021. **VA Mitchell** states the Village has not received a non-compliance letter from the U.S. Treasury department. Lastly **Mr. Hadnott** asked if the Village would show a loss of revenue claim with the ARPA funds. **Mayor Gardiner** says he will investigate it.

Leon Moore- Brookwood Point Resident

Mr. Moore had concerns regarding accounting issues. The first issue was a funding mechanism for the Fire Department's Pumper Truck. He is seeking a conclusion about this issue. This item is still an open item. **Trustee Lynch** agrees this issue needs to be addressed.

Next **Mr. Moore** had concerns regarding Miller and Cooper contracts. He says it should have terminated September 30, 2024. **Mayor Gardiner** says **John Jez** from Miller Cooper will address the Board and Residents later in the agenda. **Mr. Moore** would like the total cost of the contract from Miller Cooper to be made available.

Next, he had concerns regarding the annual financial report. He addressed the Mayor on how the Village was going to comply with the report. **VA Mitchell** states the Village has been in contact with the comptroller's office in terms of getting a plan so that the report can be completed. The comptroller's office has not had any other questions for the village. **Bryan Janssen** conveyed to the state that the Village would get the audit done by December 2024 and in addition getting the other two years caught up every six months. **Mr. Moore** also states Bryan Janssen is auditing his own work and wears too many hats in the accounting realm. Also, Mr. Moore has concerns regarding the budget process. He states the Budget requires a process.

Mr. Moore had concerns regarding the enterprise. He states this is an open item. He also reiterates that money should not be moved without Board approval. He would like to have closure on this issue.

Lastly Mr. Moore wanted clarity regarding an advisory public question on whether the Village of Glenwood should pursue the creation and funding of a park district. Mr. Moore wanted to know why this came up. **Trustee Lynch** states he was the one who championed this referendum. Mr. Moore wanted the Board and public to know there is an expensive cost to do this. **Mayor Gardiner** says the Board approved a park district in the past and the residents did not want to fund it. **Attorney John** says this advisory is not binding. Mr. Moore lastly states this referendum should be simplified so the residents can understand.

COMMUNICATIONS

MAYOR'S OFFICE:

Mayor Ronald J. Gardiner

1. Approval of request for Executive Session under 2 (c) (1) personnel with action to be taken and reason to reconvene at the end of the meeting.

Trustee Lynch made a motion to go into executive closed session and seconded by Trustee Rolle

Discussion: The Board went into closed session at 7:48 p.m.

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

The Board returned from Executive Closed Session at 8:20pm.

2. Appointments –

Trustee Williams made a motion to appoint Camiella D. Williams as Village Clerk. and seconded by Trustee Brown.

Deputy Clerk Carolyn Williamson swore in Camiella D. Williams as Village Clerk.

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, Camiella D. Williams is now Village Clerk.

ATTORNEY’S REPORT

1. Approval of an Ordinance amending section 2-31 of the Glenwood village code to increase the compensation paid to trustees elected on or after April 2025 consolidated election to an amount of \$500 per meeting for up to no more than four meetings per month with a cost of living increase equal to the annual CPI as determined December of 2025 not to exceed 5%.

Trustee Lynch made a motion to and seconded by Rolle

Discussion: Attorney John explained going for this amended Ordinance will ensure Trustees get paid the same rate of \$333.33 for three meetings up to four meetings.

Trustee Lynch would also like the Board to look at the amount the Trustees are being paid. It is significantly less than the Clerk or Treasurer. Trustee Brown says she agrees with the increase and Trustees have not received an increase in 8 years.

Trustee Rolle asked Attorney Donahue, Is it legally possible to raise the amount of pay. Attorney Donahue states the pay needs to be set 180 days prior to the election date.

Attorney John says this action must be taken at this meeting.

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

Ayes: 6

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

2. Approval of a Resolution initiating the submission of an advisory public question on whether the Village of Glenwood should pursue the creation and funding of a park district for the portion of the village that is not served by a park district.

Trustee Taylor made a motion to and seconded by Lynch

Discussion: Attorney John explained the history of this resolution in the past. There was no funding for this project.

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

Ayes:

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

VILLAGE ADMINISTRATOR

BRIAN D. MITCHELL

VA Mitchell thanked everyone who participated in the Halloween contest. He states the residents who decorated their homes did a great job; more contests will be coming up as we embark on the Christmas holidays. He asks that residents look at our Facebook page and Village website to find out what’s going on in the Village.

Next **VA Mitchell** asks everyone to mark their calendars for November 22, 2024, for the Christmas Tree Lighting ceremony at 6:00 pm. At Village Hall. The Village received a ComEd grant for their holiday contribution.

Next there is a new Human Resource Generalist, JenMarie Malone, who has joined the team this week.

Lastly, there is an update from Millier Cooper agreement, it runs through December 2024.

John Jez from Miller Cooper gave an update to the Board. The Board received a packet handed out tonight that says what Miller Cooper is doing. John states the primary things done today are the bank transactions from May 2022 to September 2024. This is something that has been lacking for years. This is a very complex process.

John says most of the time spent at the Village was spent in the beginning on learning the software. There was no process or procedure when Miller and Cooper took over.

John Jex says he has nothing to do with the audit. He will defer audit questions to Adam or Bryan.

Trustee Lynch asked are Miller and Cooper almost done with the reconciliation process and there is nothing to be concerned about at this point. The total cost for Miller and Cooper is \$10,000 per month. Miller and Cooper took \$87,000 off the original amount; therefore, the total amount billed is \$217,000.00. **Trustee Brown** had questions regarding miscellaneous items and was it double the work. **Bryan Janssen** stated a great deal of miscellaneous items were posted in the wrong location by the previous staff. Lastly **Trustee Brown** had a question regarding Miller and Cooper engagement letter. She wanted to know how much notice the Village would need if services were needed again. John says this is not a contractual engagement letter; therefore, if we needed his services again, the letter would just be updated/

ENGINEERING

DAVE SCHILLING

Approval of 187th and Chicago Heights Road MFT Resolution

Trustee Lynch xxx the motion; **Second by Trustee xxx** second the motion as read.

Discussion: Eng Dave says this was tabled from before. Dave sent the Trustees documents ahead of time.

Motion moved by **Taylor** and seconded by **Rolle**

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes, motion is tabled

NEW BUSINESS

Chief Peddycord reported on a report regarding speedbumps. He states there must have buy in from the residents. The report includes environmental report from Robinson Engineering. Chief Peddycord will send the report to the Mayor.

Trustee Brown asked Joe from Public Works whether he will be replacing the caution signs by the railroad. The Mayor says he has just signed off on an invoice for the new signs.

OLD BUSINESS

None

MOTION TO ADJOURN:

Trustee Taylor moved the motion; **Second by Trustee Clark** second the motion as read.

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

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams

Naes: 0

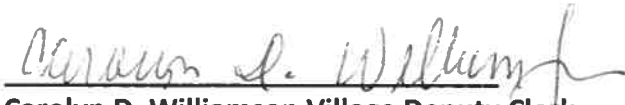
Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ADJOURNMENT: November 5, 2024, Regular Board meeting was adjourned @ xxxP.M..



Carolyn D. Williamson Village Deputy Clerk

Approved by: Camiella Williams, Village Clerk