

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, **February 20, 2024**

The Board Meeting was called to order at 7:00PM by Mayor 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 PARTICIPATION The Topic: Board of Trustees Regular Board Meeting
Time: Feb 20, 2024, 07:00 PM Central Time (US and Canada)
Join Zoom Meeting
<https://us06web.zoom.us/j/84431077007?pwd=p4lOaopXCx8bfKnwjXibTq5YaNHS8n.1>
Meeting ID: 844 3107 7007
Passcode: 013710

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

ABSENT: None

Village Clerk's Office: Motion to Approve the **February 6, 2024**, Regular Board Meeting Minutes

Trustee Clark made the motion to approve with noted corrections; **Trustee Taylor** second.

Discussion: None

Upon Roll Call: Ayes: 4 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

TREASURER’S REPORT:

1). Motion to Approve Bills Payable January 11, 2024, as presented by Treasurer Hart

Bills Payables February 15, 2024– Corporate \$257,029.71, Sewer and Water \$23,042.09, Glenwoodie Golf Course \$6,167.59, **Total All Funds \$286,239.39**

Discussion: None

Trustee Williams made the motion to approve; **Trustee Taylor** second motion.

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

2). Payroll as of the date February 9, 2024 – Corporate \$141,290.62, Sewer and Water \$19,985.55, Paid on Call \$9,638.72, Elected Positions \$961.54, Glenwoodie Golf Course 11,919.71, Vendor Checks \$2,634.14, **OVERTIME:** Police \$7,899.69, Reimbursable (\$810.73) Sewer & Water \$3,684.78, Public Works OT \$1,984.11, Economic Development Stiped \$461.52 **TOTAL PAYROLL \$199,649.65**

Discussion: None

Trustee Taylor made the motion to approve; **Trustee Clark** second motion.

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

Mayor Gardiner announced there will be a Black History Celebration Saturday, February 24, 2024, at 10:30 a.m. at the Underground Railroad location near Gabe's Restaurant. He also stated there was an error made with the first African American Clerk. The first African American Clerk was Carmen Hopkins; not Ernestine Dobbins as stated on the flyers. Ms. Dobbins is actually the first African American woman to serve as clerk.

OPEN TO THE PUBLIC:

Deborah Birmingham Brookwood Point Resident

Ms. Birmingham stated she took it upon herself to create a newsletter because the Village of Glenwood had not had any events planned for Black History months like the other surrounding suburbs did. After her newsletter was completed, she was glad to see the Village of Glenwood had planned a celebration for Black History month.

Mayor Gardiner stated to Ms. Birmingham she put together a very nice brochure honoring African Americans in the Village of Glenwood.

Next **Ms. Birmingham** stated we lost a pillar of the community, Ms. Juanita Freeman. Mrs. Freeman and her husband Alvin loved Glenwood and served the community for fifty years.. She states we should look out for our neighbors and ask the Board as they vote, ask themselves is it good for the Village. She asked if the Village of Glenwood could live up to the motto that Alvin and Juanita Freeman set forth.

Mayor Gardiner asked if everyone could bow their heads for a few moments.in honor of Ms. Freeman.

Melinda Plott- Glenwood Manor Resident

She states she also knew Ms. Freeman as well. She stated Ms. Freeman would be very disappointed at the voter turnout for Glenwood.

Glenwood Baseball has started registration through the end of March. She states she is registering kids form 4-12 years old. All the information is on the marquee outside the Village Hall.

Lorie Wheeler- Brookwood Point resident

Ms. Wheeler had questions regarding the pamphlets from the Water Department asking residents to take a picture of their meter. Mrs. Wheeler requested information on this issue. **Dave Schilling**, the Village's Engineer, states this request went out to everyone whose house was built prior to 1970. This is a result of the issue in Flint Michigan which resulted in lead in the pipelines. He states if anyone is having problems or needs more direction on getting this done, they can call the number on the post card, and someone will be able to help you.

Connie Webster- Young- Glenwood Manor resident

Ms. Young commented on the Black History Celebration. She states the Village needs to be planned earlier next year so it is not at the last minute. Since this is February, she asked what will be done if the weather is bad? Mayor Gardiner states there will be tents; however, it will be chilly. Mayor Gardiner also states the Village is starting on the June tenth celebration.

COMMUNICATIONS MAYORS OFFICE:

1. Presentation of Award to Toleda Hart for her services as Village Trustee
Mayor Gardiner thanked **Toleda Hart** for her years of service as Village Trustee.
2. Presentation of Glenwood Lions Peace Poster Contest Winner and Runner-ups
Kathy Hatczel and **Trustee Larry Williams** presented certificates and a monetary gift to kids who participated in the Peace Poster Contest.

3. Presentation to Glenwood Academy Choir

Mary Hollie from Glenwood Academy, **Mayor Gardiner, Trustee Rolle, and Trustee Taylor** presented Glenwood Academy students who sang at the Christmas Tree Lighting program at the Village Hall back in December. Each student received a certificate and a \$25 gift card.

4. Presentation to Brookwood Junior High Choir

Mayor Gardiner, Trustee Rolle, and Trustee Taylor presented Glenwood Academy students who sang at the Christmas Tree Lighting program at the Village Hall back in December. Each student received a certificate and a \$25 gift card.

5. Presentation to members of Glenwood Fire Department for life saving rescue.

Chief Kevin Welsh Sr. and Mayor Gardiner recognized and presented plaques to 10 Firefighter/Paramedic/EMTs, and telecommunicators who worked diligently to save a motorist who had been ejected from her car to a creek with a ravine 95 feet down. This was quite a job for this crew. The patient remains in critical condition; however, she is expected to live.

6. Approval of funding to Calvary Baptist Church for recreation center

Mayor Gardiner states the Board will not vote on this item tonight. He also states if the board decides to go with this plan for a Family Life Center, Attorney John will draw up the documents later.

Pastor Higgenbottom of Calvary Baptist Church presented to the Board drawings of the proposed Family Life Center. This Center will have a Walking track, Basketball Court, Classrooms, and many other amenities. The location of the Center would be west of the main building.

Trustee Rolle asked about the usage of the Center. Higgenbottom says he would like to share this space with the community. **Mayor Gardiner** says **Attorney John** can prepare an Intergovernmental agreement with the church so the Village can receive residential rates.

Trustee Lynch asked what would be the Village's responsibility in this project? Attorney John says it depends on a great deal of details which we will have to see. There is no real cost currently. Pastor Higgenbottom says he just want to partner with good businesses. He states isn't not about the dollars. But its about the partnerships.

Trustee Felicia Brown asked how does the indoor track and classrooms mesh with the industrial kitchen. Pastor Higgenbottom says these spaces will be spaced out strategically. Everything is still in a preliminary stage. **Mayor Gardiner** says he will introduce this project to the businesses in the Industrial Park. They may want to send their employees over to the Center. **Attorney John** will start to prepare an agreement.

Trustee Rolle requested more information before Attorney John put any agreements together. She states the residents are always asking to put them first; therefore, she wants to study the plans and get more information on this project.

Trustee Taylor – Asked for a timeframe of this project. Pastor Higgenbottom says 2025.

Mayor Gardiner says This item is a discussion only. We will table this item.

Trustee Taylor made the motion to table this item; **Trustee Rolle** second motion.

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, this item is Tabled.

ATTORNEY'S REPORT

An ordinance partially abating the 2023 tax levy for the taxable general obligation bonds, series 2010a, previously issued by the Village of Glenwood.

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

Discussion: **Trustee Lynch** asked questions regarding the allocation of the bond. He also has a concern about the bond increasing every year. **Attorney John** says if this Ordinance is approved, taxpayers will be taxed \$729,600.00 savings than if it was not approved. The abatement will happen right away. He also stated the bond was set up under a previous administration and that is the reason the bond goes up every year. The bond is part of the Village's credit rating with Moody, which is an A2.

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

VILLAGE ADMINISTRATOR'S REPORT

Village Administrator, B. Mitchell

Report- VA Mitchell reported on the electronic sign was installed outside of the Village Hall. The residents can find updates on what is happening in the Village of Glenwood.

1. Approval to enter into a contract with Miller Cooper & Co Ltd. This agreement will last until December 2024. **John Jez from Miller Cooper** explained the engagement letter for the scope of services to be provided to the Village of Glenwood.

Trustee Lynch moved; Second by **Trustee Brown** second to accept the Motion as read.

Discussion: **Trustee Brown** had a question regarding the verbiage in the engagement letter regarding third party vendors being used to Miller Cooper with Village services. She wanted to know who the third-party vendors are. John Jez explained Miller Cooper uses third party subsidiaries in the Philippines and overseas.

Trustee Lynch asked about the engagement letter portion which says Miller Cooper will provide assistance. He wanted to know what type of assistance will be provided. **John Jez** of Miller Cooper states he brought in under his direction a member of his team to train staff and help in the Accounts Payables department to enter in bills, cut checks, and other AP duties. Mr. Jez also states his team members will make \$150.00 an hour.

VA Mitchell says Miller Cooper has trained out staff and set processes and procedures. He states once the staff is fully trained and the Village has positions filled in the Finance department, a great deal of the \$150 an hour will go away.

Trustee Lynch also had concerns about reports needed for the Board Meeting.

Treasurer Hart says there was a great deal of things to catch up on in the finance department. She also states this is not long term and but is needed to get the Village's finance in order. She also states she and Adam Metz will give reports by the end of April.

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

Ayes: Brown, Clark, Rolle, Taylor, Williams

Naes: Lynch

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

2. Approval to enter a contract with Wipfli for purpose of year ending April 30, 2022, audit services.

Trustee Rolle moved; Second by **Trustee Taylor** second to accept the Motion as read.

Discussion: Sarah McKenna from Wipfli addressed the Board. She states the fees for the audit will be \$66,00.00 and an additional fee of \$4000.00 for the Yellow Book audit procedures. Yellow book fees will be added if the Village spends over \$500,000 of state funds. There is also an addition of \$2500.00 for a consolidated report online. There will also be additional fees for various reports.

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

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

Naes:

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

DEPARTMENTAL REPORTS

1. Police

Police

Approval of Dacra Tech LLC Master Software Licensing Agreement.

Chief Derek Peddycord

Chief Derek Peddycord

Trustee Lynch moved; Second by **Trustee Taylor** second to accept the Motion as read.

Discussion: Brandon of Dacra Tech explained this is a simple migration of Police and Fire software. **Truste Brown** had a question regarding the monthly billing. Brandon says this is to be paid monthly \$1375.00. This is a web base.

Upon Roll Call:

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

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

2. Fire/Building

Chief Kevin A. Welsh Sr.

Request approval of a contract with Osage Industries Inc. for the rehabilitation of 2008 Ambulance 20.

Trustee Rolle moved; Second by **Trustee Brown** second to accept the Motion as read.

Discussion: Chief Welsh says the ambulances are getting a great deal of wear and tear. With Osage Industries, the Village will get a three-year bumper to bumper warranty.

Trustee Lynch asked about the price of this rehabilitation of the Ambulance. Chief Welsh says it is **not to exceed \$195,000.00**. There is one this budget year and one next budget year. The cost will be spread out. **Chief Welsh** also says the projected revenues should cover this expense. Lastly, this will help with iDPH certification 10-year certificate. Ambulance 21 is now having issues and needs rehabilitation and the Village can spread the cost out to the next budget year.

Upon Roll Call:

Ayes: Brown, Clark, Lynch, Rolle, Taylor, Williams
Naes: 0
Recues: 0
Absent: 0
Abstain: 0

NEW BUSINESS

None

OLD BUSINESS

Trustee Lynch asked a question regarding the Fire Department Staffing. He says the payroll for Fire was high and wanted to know how the Fire Station is staffed. **Chief Welsh** says the part-time Paid -On- Call is a bit high; however, there is a 240,00.00 budget for full time Firefighters. There are three Shift Officer positions that need to be filled. **Chief Welsh** also says the Shift Officers are still going through the Fire and Police Commission process. They are now at the background stage of the process. These two candidates will fill the Shift Officers spot once they finish the Police and Fire process.

Lastly, **Trustee Lynch** recommended the Village get a Special Events committee with resident participation. Mayor Gardiner agreed it was a good idea.

Trustee Clark suggested the Village get three new microphones instead of everyone sharing a microphone.

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, Hart, Rolle, Taylor, Williams

Naes: 0

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ADJOURNMENT: February 20, 2024, Regular Board Meeting was adjourned @ 8:58PM.



Carolyn D. Williamson, Deputy Village Clerk

