

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, **May 21, 2024**

The Board Meeting was called to order at 7:02PM by Mayor Ronald J. Gardiner. The audience was led in the Pledge of Allegiance.

ROLL CALL: Upon Roll Call by Village Clerk **Sandra M. Washington**, the following Trustees responded: **Brown, Clark, Lynch, Rolle, Taylor, Williams**

REMOTE participations The meeting was conducted at Village Hall; no requests for remote participation were made.

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

ABSENT: None

Village Clerk's Office: **Motion to Approve the Regular Board Meeting Minutes of May 7, 2024**

Trustee Clark made the motion to approve; **Trustee Brown** second the motion as read.

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

Motion to Approve the Special Regular Board Meeting Minutes of April 26, 2024

Trustee Lynch made the motion to approve; **Trustee Taylor** second the motion as read.

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

TREASURER'S REPORT: 1). Motion to Approve Bills Payable May 16,2024 as presented by Treasurer, Toledo Hart

Bills Payables May 1, 2024, Corporate in the amount of \$111,644.26; Sewer and Water \$297,867.96; Glenwoodie Golf Course \$65,070.09; TIF Main Street \$800.00; TIF Industrial North \$250.00; TIF Halsted North \$10,810,00; TIF Halsted South \$14,362,76

TOTAL ALL FUNDS \$542,965.14

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

Discussion: Village Administrator, B. Mitchell noted adjustments to the total indicated in the motion due to two manual check missed payments to Elmore's Lawn Care.

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

Payroll as of April 19, 2024. Corporate \$152,970.85; Sewer and Water \$16,566.89; Paid on Call \$13,052.49; Glenwoodie Golf Course \$17,725.43; Vendor Checks \$2,591.54; OVERTIME: Police \$9,702.17 Sewer & Water \$665.56; Public Works OT \$358.13; Economic Development Stipend \$461.52 Admin Stipend \$1,292.31

TOTAL PAYROLL: \$202,334.40 (Not Approved at Last Board Meeting)

Trustee Lynch made the motion to approve; **Trustee Clark** second the 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

Payroll as of **May 17, 2024**. Corporate \$131,706.14; Sewer and Water \$14,358.09; Paid on Call \$10,714.32; Elected Positions \$1,035.10; Glenwoodie Golf Course \$30,119.47; Vendor Checks \$3,264.62; **OVERTIME:** Police \$10,420.74 Reimbursable (418.88) Sewer & Water \$759.62; Public Works OT \$446.55; Economic Development Stipend \$461.52 Admin Stipend \$1,592.33

TOTAL PAYROLL: \$204,878.50

Trustee Lynch made the motion to approve; **Trustee Brown** second the 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

Melinda Plott

Mrs. Plott thanked the Board and other residents for supporting the Glenwood youth baseball teams. It was a great day and turnout for the kids. She indicated there is a need for a shed for baseball equipment. Control of the keys appears to be working out; the grass has been cut, however there is too much of the debris left behind. **Village Administrator, B. Mitchell** indicated a meeting was conducted with the two coaches of both teams; they both agreed that a shed would not be necessary. **Trustee Lynch** stated the Board's direction should be followed first before implementing agreements from other stakeholders. He reiterated that the Board has to establish a streamlined process for all of the sports teams to avoid personality conflicts, scheduling, etc. **Village Administrator, B.**

Mitchell asked the board to decide if they want to purchase the shed and whose property will go inside of the shed; he will obtain a quote for the cost of the shed.

Doreen Davis

Mrs. Davis clarified the Glenwood Cougar football team did not bring the police to the field, they were accompanied with the Village Administrator. She noted she has been involved in the football program for 31 years and a resident for 42 years; there is a personality conflict and unsure why this is being addressed to the Board. The Glenwood Cougar football team has been conducting a spring football camp for the past three years. The program is for the youth; adults should not be fighting over space. **Trustee Lynch** indicated the Board has to set a structured process to ensure consistency and control to eliminate personality conflicts. Mrs. Davis noted there were no issues. **Trustee Brown** noted that the Board has to hear from everyone wishing to address the Board during Open Public Comments on the board agenda. It isn't that the Board just allows certain individuals to express their concerns.

Gary Richards

Mr. Richards is a Public Works Director for the Village of Lansing; he has been involved with the Glenwood Cougars Football program for more than 20 years. He is the President of the Glenwood Cougar football program and has not received one phone call regarding the issue that is being discussed. He is still unsure of what the issue is; he was made aware of the incident with a coach startling a female walking into the concession stand. He has advised his coaches to knock before entering. He is the only one from the Cougars team that has access to the keys; the teams have always shared between them; they use his paint and ice machine. He noted that if issues are coming to the Board over the years, no one has notified any of the Presidents of the 3 Glenwood youth sports teams -- football, basketball, or baseball. He agrees with Mrs. Plott's concern for addressing safety but the program is for the youth; no one is stealing.

COMMUNICATIONS MAYORS OFFICE:

Mayor Gardiner informed the audience and Board that a Juneteenth celebration event is currently being planned for the Village of Glenwood on June 19th.

ATTORNEY'S REPORT

Motion to Approve Invoice for J&K Construction in the amount of \$42,160.07 for work done at Hickory Glen Fieldhouse.

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

VILLAGE ADMINISTRATOR'S REPORT

Village Administrator, B. Mitchell thanked everyone who came out for the Glenwood Clean Up Day; plan on scheduling more frequently.

Motion to Approve Presidents of the Glenwood youth sports program and Presidents of the Homeowner Associations maintain key access to fieldhouses and/or concession stands.

Trustee Williams made the motion to approve. **Trustee Rolle** second the motion

Discussion: Regarding the access to the fieldhouses, keys have been assigned to those individuals responsible for the key and facility; he noted there are times that a police records clerk may not be on duty to sign a key in or out causing delays in obtaining access to the fieldhouse. He asked the Board to consider the resources that would be needed to be available to sign keys in and out; \$5,400 was spent to rekey the locks to ensure appropriate security and controls of who has access. The Blakey center is excluded. The Presidents of the Glenwood sports teams and Presidents of the Homeowner Associations have keys. **Trustee Brown** asked of the need for HOA Presidents to have keys if they only meet once a month. **Trustee Williams** responded indicating that the Presidents use the space for equipment, office use, other committee meetings, e.g. Lions Club, etc. **Trustee Taylor** thanked the Public Works Department for acknowledging National Public Works Week.

Upon Roll Call: Ayes: 4* Naes: 1 Recues: 0 Absent: 0 Abstain: 2

Ayes: Clark, Rolle, Williams, Gardiner*

Naes: Lynch

Recues: 0

Absent:

Abstain: Brown, Taylor

Motion Approved: Yes

Motion to Table Observance of Juneteenth Holiday for Village of Glenwood.

Discussion: Treasurer Hart advised the Board to examine the costs financially and long-term implications of the addition of Juneteenth holiday before deciding to approve Juneteenth as a holiday.

Trustee Lynch made the motion to approve. Trustee Clark second the motion

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

Ayes: Brown, Clark, Lynch, Taylor, Williams

Naes: Rolle

Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

POLICE DEPARTMENT:

Motion to Approve Memorandum Of Understanding with Chicago Heights Police Department

Trustee Lynch made the motion to approve. Trustee Clark second the 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

PUBLIC WORKS DEPARTMENT

Update on Contractor Status/Recommendation

Mr. Joe Benoit, Public Works reviewed the letter of default sent to Barbara Elmore, contractor for Village Lawncare Services on May 13, 2024. **Trustee Lynch** noted that this is an issue that occurred last season as well. Residents were complaining that the village parcels were not up to the same resident standards for cutting grass and weeds. **Chief Welsh** stated that the contractor informed the Village that they were not going to cut village parcels last week. The contract indicates the Village makes the decision to determine if the contractor will cut or not cut. Contractor, Barbara Elmore addressed the Board with her response; there were delays in getting started for this season as well as other lawncare providers; equipment breakdowns during the week she informed the Chief that she would not cut the village parcels; disagrees with the current assessment of non-compliance; excessive rain is a factor; addressed every thing in the default notice except for 3 locations that were water logged and a safety concern. Excessive grass remains at the beginning of the season is expected but will dissipate over time. **Chief Welsh** disseminated photos taken of the conditions that were discussed.

NEW BUSINESS:

Trustee Lynch inquired what is the plan for the TIF funds that are expiring. **Mayor Gardiner** indicated that a letter has been sent to the taxing bodies to extend the TIF Industrial fund, which will be recommended to the board for approval. Copies of the letter will be shared with the Board of Trustees. **Attorney John Donahue** recommends holding on to the funds in the TIF instead of declaring a surplus because often there are property tax appeals in the works. The appeals process can become lengthy for years to resolve, as long as 7-10 years. **Attorney Donahue** indicated the village audit must be completed before scheduling the annual TIF joint board review meeting. Audit pre work is being processed, estimated another two months before turning paperwork over to the auditors. It is important to have accurate trial balances for auditing purposes.

MOTION TO ADJOURN:

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

Upon Roll Call: Ayes: 6 Naes 0: Recues:0 Absent: 1 Abstain: 0

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

Naes: 0

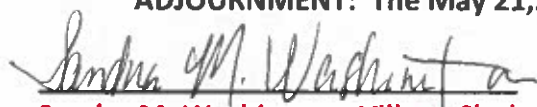
Recues: 0

Absent: 0

Abstain: 0

Motion Approved: Yes

ADJOURNMENT: The May 21, 2024 regular board meeting was adjourned @ 9:00 PM.


Sandra M. Washington, Village Clerk