

Village of Midlothian
Special Meeting
May 4, 2016

CALL TO ORDER

ROLL CALL

Present: Trustee Gillis, Trustee Ivan, Trustee Kreis, Trustee L'Heureux, Trustee Moskal.

Absent: Trustee Killelea (arrived at 7:07)

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Valerie Weiskirch gave several reasons why she believes that Evelyn Gleason should be removed as Mid Mark Water Commissioner.

TRUSTEE BUSINESS

TRUSTEE KREIS

- She made a motion to approve the RTA Access to Transit Grant Illinois Department of Transportation local public agency agreement for federal participation form BLR 05310D, Trustee Gillis seconded the motion. Roll call:

Ayes: Trustee Kreis, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee L'Heureux, Trustee Moskal.

Nays: None **Motion passed.**

- She made a motion to approve the RTA Access to Transit Preliminary Engineering Services Agreement for Federal Participation form BLR05610D, Trustee Moskal seconded the motion. Roll call:

Ayes: Trustee Kreis, Trustee Moskal, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee L'Heureux.

Nays: None **Motion passed.**

- She discussed a request from the Center for Neighborhood Technology for a letter of support for a grant application to the US Department of Agriculture Farmers Market and Local Food Promotion Program. She read an e-mail from Harriet Festing. She would like to submit this letter of Support to let CNT apply for a grant. We would hire a professional to do this.
- She discussed the US EPA Brownfield Assessment Grant and Drive Time. Drive Time would like a new NFR. Drive Time's Environmental Consultant said that they are reviewing options for possibly leasing or purchasing the property. We were not aware that they were contemplating leasing the property. She feels that there has been a breakdown of communications. Mayor

Rybak informed the Board that when Drive Time asked for the extension they also asked about the option to lease the property, she brought it to the Board at that time. Before we signed the 30 day extension she informed them that the lease option was totally out of the picture, we are not interested in leasing the property, we need the sale of the property. There was some discussion among the Board members.

- She is looking for direction on the VFW/Village owned property. There will be costs involved and she asked if the VFW would be interested in splitting the costs of the attorney's fees. The cost would be approximately \$1,500.00 total.
- She received a call from Chase Dicken from Rightway Auto. They are looking at a mid-May closing. They would like two changes to the RDA. She would like to send the changes to the attorney and approve it at the next Board meeting.
- The Natalie Creek Steering Committee will be meeting on Thursday, May 5th at 10:00 a.m.
- On Friday, May 6th we will be having the kick-off meeting on our local technical assistance grant by the Chicago Metropolitan Agency for Planning on the 147th Street project.
- The Veteran's Parade will be held on June 25th.

TRUSTEE IVAN

- Joe is working on the budget for Public Works. It should be completed this week.
- He discussed the 40 hour South Suburban Welding class, Joe talked to SSMMA and we might be getting a discount so it would be under \$500.00. Trustee Gillis asked about overtime because it is a 40 hour class.
- He discussed his plan for the Audio Video Recording process in the Chamber. There are two solutions. One is to use our existing Media Center which is part of our website and it will cost \$1,000 per year, the other solution is that we upload it to YouTube which has unlimited storage. It would cost \$350 to install a camera and we would need an IP address. He would recommend YouTube because it has minimal cost. There was some discussion among the Board members. He will move forward on installing a camera.

TRUSTEE GILLIS

- He discussed the Demo/Stop Work notice. It has been revised to make it more up to date, there will be changes on the fence permit and the miscellaneous permit also. These changes will be going through Daniels.
- Drive Time put in for a sign permit. The sign doesn't comply with our ordinance. They would like a post sign that is 32 feet above grade. He recommends that it be sent for a request for a variance once they own the property.
- He was approached by some business owners in the village about old water bills. He would like to know if it is the building owner's responsibility to take over the old water bills. Mayor Rybak informed him that the ordinance says that both the building owner and the tenant are responsible for the water bill. There was discussion among the Board members. The owner of the building should also receive a water bill and he feels that once a tenant leaves they must pay the water bill.

- The Building Department would like the Board to consider developing and enforcing an ordinance for the inspections of 'for sale' single and multi-family properties. He would like the homes inspected before they are sold. There were some questions and discussion among the Board members.
- They are also working on the address location of Emergency Services, the sign ordinance and are hoping to start interviews for a part-time Code Enforcer, it is posted on the website.
- They are working on the SOP's for Grass Cutting. We should have some costs from different companies soon.
- He asked Chief Kaufman about the second vehicle for the part-time inspector.

TRUSTEE L'HEUREUX

- He discussed the emergency repair on the stretcher. He made a motion to approve the purchase of the piece of equipment needed to repair it at cost of \$977.73, Trustee Killelea seconded the motion. Roll call:

Ayes: Trustee L'Heureux, Trustee Killelea, Trustee Gillis, Trustee Ivan, Trustee Kreis, Trustee Moskal.

Nays: None **Motion passed.**

- The new Fire Engine will be coming in June. We will need to replace the equipment to be put on it. He would like it to be approved at the next Board meeting. The total cost is \$1,973.00.
- The purchaser of the old Fire Engine will come on Monday to pay \$12,000.00 for it.
- He would like the approval of the outdoor pyrotechnical Fireworks display permit for the Park District on the agenda for next week.
- The Fire Department will be getting involved with "Fire up a Cure" at St. Xavier University on July 30th. All money raised will go to Acute Lymphoblastic Leukemia.
- The Golf outing will be held on May 21st.

TRUSTEE KILLELEA

- John Fanning from Fanning Communications made a presentation to the Board about his newsletter creation services and how it could work for Midlothian. There was some discussion and/or questions among the Board members and residents.
- He discussed the project manager for Civic Website redesign. Trustee Ivan recommended that Nicole should be the point person.
- Treasurer Britton would like to have a Village Credit Card with stringent save guards for its use. Trustee Kreis believes that we would need a policy first.
- Treasurer Britton has questions about documentation on the uniform allowance. She is requesting that the employees submit receipts within 60 days and if it is past 60 days they would be given a 1099 on the amount not submitted. There was discussion among the Board members.
- He discussed the HR Consultant. We have to start the process by authorizing an HR audit which might include employee interviews. The audit could cost approximately \$6,000 and another \$2,000 - \$3,000 for the employee interviews. There was discussion among the Board members.

- We haven't been referring water receivables to the collection agency on a regular basis. They have up to 7 years to collect on bills. We need to submit on a regular basis.
- He discussed Facebook publicity. Is this something we want and if so, who will do it? There was some discussion among the Board members. He believes that we should have one Facebook administrator for all pages.
- He discussed Water Receivables. Trustee Kreis would like to receive it on the same day every month. There was discussion among the Board members.
- He discussed the Bond Analysis for the auditors. He contacted two firms. The most inexpensive firm was \$350.00 per hour. He contacted another firm, Miller Canfield, and spoke to John McHugh. Their cost would be \$420.00 per hour. He believes that they have the most expertise in this area and are focused on saving us money. He would recommend Miller Canfield. There was some discussion among the Board members. Trustee Killelea made the motion to hire Miller Canfield, Trustee Moskal seconded the motion. Roll call:

Ayes: Trustee Killelea, Trustee Moskal, Trustee Gillis, Trustee Ivan, Trustee Kreis, Trustee L'Heureux.

Nays: None **Motion passed.**

TRUSTEE MOSKAL

- He discussed the DEA Drug Takeback. Over 125 lbs. of medication was collected.
- The South Suburban Emergency Response team is interested in using the Dodge property for some training.
- Officer Miller is retiring in early June. He will be drafting a resolution to honor his service. His last day is June 2nd.
- He shared with the Board the RFP for Audit Services. He asked if there were any other changes that needed to be made.
- He asked if there were any questions, comments or feedback about the proposals for 911 services. He would like it on the agenda next week for approval.

PRESIDENT'S BUSINESS

Mayor Rybak is looking for a motion for the approval of ordinance 1923 for 4001 W. 147th Street.

Discussion: There was some discussion among the owner and the Board Members. Trustee L'Heureux made the motion, Trustee Moskal seconded the motion. Roll call:

Ayes: Trustee L'Heureux, Trustee Moskal, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee Kreis.

Nays: None **Motion passed.**

Mayor Rybak is looking for a motion for the approval of ordinance 1924 for 14817 Kostner. Trustee Moskal made the motion, Trustee Gillis seconded the motion. Roll call:

Ayes: Trustee Moskal, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee Kreis, Trustee L'Heureux.

Nays: None **Motion passed.**

Mayor Rybak is looking for a motion for the approval of the March Fuel Report. Trustee Kreis made the motion, Trustee Gillis seconded the motion. Roll call:

Ayes: Trustee Kreis, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee L'Heureux, Trustee Moskal.
Nays: None **Motion passed.**

CLERK'S BUSINESS

Nothing to report.

CLOSE OF BUSINESS

Mayor Rybak is looking for a motion to adjourn to Executive Session at 9:31 to discuss a specific employee. Trustee L'Heureux made the motion, Trustee Kreis seconded the motion. Roll call:

Ayes: Trustee L'Heureux, Trustee Kreis, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee Moskal.
Nays: None **Motion passed.**

Mayor Rybak is looking for a motion to return to open session at 9:38. Trustee L'Heureux made the motion, Trustee Kreis seconded the motion. Roll call:

Ayes: Trustee L'Heureux, Trustee Kreis, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee Moskal.
Nays: None **Motion passed.**

Mayor Rybak is looking for a motion to adjourn at 9:38. Trustee Kreis made the motion, Trustee Moskal seconded the motion. Roll call:

Ayes: Trustee Kreis, Trustee Moskal, Trustee Gillis, Trustee Ivan, Trustee Killelea, Trustee L'Heureux.
Nays: None **Motion passed.**

Respectfully Submitted:



Michael Kohlstedt, Clerk