

VILLAGE OF JUSTICE
PRESIDENT AND BOARD OF TRUSTEES
7800 ARCHER ROAD, JUSTICE, IL
FIRST REGULAR BOARD MEETING
OF FEBRUARY
Minutes of Monday, February 13, 2012
7:30 PM.

The Meeting was called to order at 7:34 pm.

PLEDGE:

Mayor Kris Wasowicz led the reciting of the Pledge of Allegiance.

ROLL CALL:

Clerk Kathy Svoboda called the roll. Present are Village President Kris Wasowicz; Trustees: Rich Sparr, Rick Symonds, Ed Rusch, Melanie Kuban, Kinga Bartoszek and Sue Small. Attorney Michael Castellino of the Del Galdo Law Group is also present.

APPROVAL OF MINUTES:

The Chair will entertain a Motion: To approve the minutes of the Regular Board Meeting of January 23, 2011 as submitted, or if necessary as corrected.

MOTION: Trustee Sparr Moves: To approve the minutes as submitted.

SECOND: Trustee Small

VOTE: Trustees Sparr, Rusch, Kuban, Bartoszek, Small and Symonds, aye. All ayes.
Motion passed.

VILLAGE PRESIDENT'S REPORT:

Mayor Wasowicz had no formal report.

VILLAGE CLERK'S REPORT:

The Veteran's Committee dinner that was originally scheduled for February 18th has been cancelled due to Chairperson Jeff Kranig being hospitalized for some serious health issues. They will try to reschedule at a later date.

Remember the last day to register to vote is February 21, 2012, for the March 20, 2012 Primary Election.

Due to the Police Awards and Resolution Supporting the Inclusion of Poland in the US Visa Waiver Program, the next, regular board meeting will convene at 7:00 pm on Monday, February 27th.

CEDA has indicated that there is still LIHEAP funding available for those people in need of assistance with their gas bills. If you qualify, please stop in and fill out an application.

COMMITTEE REPORTS:

FINANCE & INSURANCE –Trustee Kinga Bartoszek

MOTION: Trustee Bartoszek Moves: To approve payables numbers 1-31 in the amount of \$49,084.33, recurring expenses of \$126,211.10, MFT expenses of \$31,096.31, TIF #2 expenses of \$2,025.00, TIF#3 expenses of \$ 123.00 for a total of \$208,539.74.

SECOND: Trustee Small
Trustee Symonds questioned the term that was represented by the recurring expenses to our insurance carriers.
The liability, property and casualty insurances are paid quarterly, while the worker's compensation premiums are paid monthly.

VOTE: Trustee Rusch, Kuban, Bartoszek, Small, Sparr, Symonds and Rusch, aye. All ayes. Motion passed.

Trustee Bartoszek announced that the final budget meeting for the 2012 budget will be held on Saturday, February 18th. Final numbers for 2011 should be available at that time so we can make comparisons from 2011 to the proposed numbers for 2012.

PUBLIC UTILITIES – Trustee Rick Symonds

Trustee Symonds reported that Public Works has been busy performing maintenance on inlets and outlets in various drainage lines and sewer systems. Signs have been inspected and new signs are ordered where replacement is necessary. JULIE mark-ups, cold-patching, and repairs on equipment have also been performed. We plowed senior-driveways, once, in the past few weeks.

MOTION: Trustee Symonds Moves: To approve Resolution 2012-06, A RESOLUTION AUTHORIZING PAY ESTIMATE #1 TO INSTALL SIDEWALKS UNDER THE DCEO SIDEWALK PROJECT GRANT AND CMAQ SIDEWALK PROJECT GRANT.

SECOND: Trustee Sparr

VOTE: Trustee Rusch, Kuban, Bartoszek, Small, Sparr and Symonds, aye. All ayes. Motion passed.

PUBLIC SAFETY – Trustee Melanie Kuban

MOTION: Trustee Kuban Moves: To approve Resolution 2012-07, A RESOLUTION AUTHORIZING AND APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS OFFICE OF THE COMPTROLLER.

SECOND: Trustee Bartoszek

VOTE: Trustee Kuban, Bartoszek, Small, Sparr, Symonds and Rusch, aye. All ayes. Motion passed.

MOTION: Trustee Kuban Moves: To approve Resolution 2012-08, A RESOLUTION AUTHORIZING AND APPROVING A SETTLEMENT AGREEMENT WITH METROPOLITAN ALLIANCE OF POLICE CHAPTER 61.

SECOND: Trustee Bartoszek

VOTE: Trustee Bartoszek, Small, Sparr, Symonds, Rusch and Kuban, aye. All ayes. Motion passed.

ADMINISTRATION BUILDING & RECREATION – Trustee Sue Small

MOTION: Trustee Small Moves: To authorize the review of appropriate candidates for, and the hire of an Administrative/Finance Clerk for the Finance Office pending the successful completion of a background check and drug screen, and at a salary not to exceed the budgetary guidelines for that position

SECOND: Trustee Kuban

VOTE: Trustee Small, Sparr, Symonds, Rusch, Kuban and Bartoszek, aye. All ayes.
Motion passed.

We had close to 70 resumes and cover letters in response to our request for a Finance Clerk. At least 15 candidates were interviewed and the field was narrowed down to five. From the five, one was chosen and is undergoing per-employment screening.

MOTION: Trustee Small Moves: To approve Resolution 2012-09, A RESOLUTION TO APPROVE THE INDIAN SPRINGS SCHOOL DISTRICT 109 SCHOLARSHIP RUN AUTHORIZING THE CLOSURE OF ARCHER ROAD BETWEEN ROBERTS ROAD AND 88TH AVE. ON OCTOBER 28, 2012 FROM 7:00 AM UNTIL 11:30 PM.

SECOND: Trustee Sparr

VOTE: Trustee Sparr, Symonds, Rusch, Kuban, Bartoszek and Small, aye. All ayes.
Motion passed.

We have

MOTION: Trustee Small Moves: To approve the Employee Handbook for the Village of Justice, at-will employees subject to minor revisions by the Attorney or by agreement of the Village Board.

SECOND: Trustee Symonds

Trustee Small explained that a lot of effort has gone into the creation of a manual for all at will employees to cover conduct, vacations sick-time, holidays etc. Many policies have become customary by department rather than across the board. We may need to make adjustments to allow for accumulations of benefits from past procedures, in some cases benefit policies are set by village code.

VOTE: Trustee Symonds, Rusch, Kuban, Bartoszek, Small and Sparr, aye. All ayes.
Motion passed.

MOTION: Trustee Small Moves: To authorize a donation of \$500.00 from Special Events funds to the Illinois & Michigan Canal National Heritage Corridor.

SECOND: Trustee Sparr

VOTE: Trustee Rusch, Kuban, Bartoszek, Small, Sparr and Symonds, aye. All ayes.
Motion passed.

The meeting of the Centennial Celebration Committee scheduled for February 20 is again cancelled. We are still waiting for advice from the attorney we consulted.

ORDINANCES, LICENSES & PUBLIC PRINTING – Trustee Ed Rusch Jr.

Trustee Rusch commented that he continues to work on proposed revisions to the code book. Jim Lurquin has forwarded considerable changes to the zoning and building codes for review.

We will be discussing the proposed changes to the cell tower lease with Crown Castle at the next regular committee meeting. They are looking to extend the terms of the current lease in order to attract tenants to the tower.

BUILDING, PLATS AND ZONING – Trustee Rich Sparr

Conversation occurred regarding the Cook County Vacant Building legislation. It does not benefit local municipalities but rather the County. We are checking with other municipalities for their ideas on how to handle the expenses of locating, maintaining and administrating vacant buildings.

Ed Shilka reported that the fence at the 82nd Place truck parking lot has been repaired and other maintenance items are ongoing.

ATTORNEY’S REPORT: Attorney Mike Castellino

Attorney Castellino had no report.

CORRESPONDENCE:

There was none of note.

OLD BUSINESS:

There was none.

NEW BUSINESS:

SCHEDULE OF COMMITTEE MEETINGS:

Wednesday, February 22, 2012, 7:00 p.m.

FINANCE & INSURANCE: Trustee Bartoszek

Review of posted payables, discussion regarding the final, budget numbers and any other matters before the committee. Discussion regarding designating an additional signer on the Village of Justice bank accounts.

ORDINANCES, LICENSES & PUBLIC PRINTING: Trustee Rusch

Review of any new licenses, ordinances or code amendments available for review, including review of a proposal from Crown Castle to extend the lease on the Cell Tower in the Public Works yard.

PUBLIC SAFETY: Trustee Kuban

Any matters before the committee including discussion regarding the towing contract.

ADMINISTRATION BUILDING & RECREATION: Trustee Small
Matters before the committee, including a resolution designating the IMRF Authorized Agent for the Village of Justice and in cooperation with the Finance & Insurance Committee, discussion regarding designating an additional signer on the Village of Justice bank accounts. Discussion regarding the potential use of e-pay through Illinois Funds.

PUBLIC UTILITIES: Trustee Symonds
Any matters before the committee.

BUILDING, PLATS & ZONING: Trustee Sparr
Any matters pertinent to Building, Plats & Zoning including discussion regarding the possible creation of an easement for a driveway encroaching at 7646 Oak Grove.

Possible executive session to discuss:

- (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees or classes of employees of the Village,
- (2) Collective negotiating matters between the Village and its employees or their representatives,
- (3) Potential or Pending litigation.
- (4) Sale or acquisition of property

The Chair will entertain a Motion: To Adjourn

MOTION: Trustee Sparr so Moves.

SECOND: Trustee Bartoszek

VOICE VOTE: All ayes

Meeting Adjourned at 8:07 pm.

Respectfully Submitted,
Kathleen M. Svoboda
Village Clerk