

MINUTES OF THE REGULAR MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
HELD IN THE COUNCIL ROOM OF THE MATTESON VILLAGE HALL
4900 VILLAGE COMMONS
ON THIS 19TH DAY OF FEBRUARY 2002

Clerk Grisco called the meeting to order at 7:37 p.m.

CALL TO ORDER

Clerk Grisco called the roll and the following Trustees answered present:

ROLL CALL

Shirley Green
Sam Brown
Nathaniel Motton Jr.
Allene Maxwell

Allan Johnson and Andre' Ashmore were absent.

Also present were: David Mekarski, Village Administrator; Joe Perozzi, Village Attorney; Mary Britton, Director of Finance; Brian Ramsey, Director of Parks and Recreation; Rita Miotti, Contract and Management Services Coordinator; Nick Wilkens, Deputy Fire Chief; Cyndi Zeibert, Recording Secretary; and the Star Newspaper.

Trustee Motton moved to appoint Trustee Green to Chair the meeting in President Stricker's absence. Seconded by Trustee Maxwell.

AYES: (4) Green, Brown, Motton and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (2) Johnson and Ashmore

Trustee Ashmore arrived at 7:39 p.m.

a) Chairperson Trustee Green presented the Minutes of the Public Hearing Meeting of February 4, 2002 for additions, deletions and corrections.

CONSIDERATION OF
MINUTES OF PUBLIC
HEARING

Trustee Brown moved to approve the Minutes of the Public Hearing Meeting Board of February 4, 2002, as submitted. Seconded by Trustee Motton.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

CONSIDERATION OF
MINUTES OF REGULAR
BOARD MEETING

b) Chairperson Trustee Green presented the Minutes of the Regular Meeting of the Board of Trustees of February 4, 2002 for additions, deletions or corrections.

The following corrections were made:

1. Page 02-221-02, fourth paragraph, second line, should read: '...results of the recent fire testing and a **complaint** from a citizen regarding parking...'
2. Page 02-221-02, second paragraph, second line, should read: '...of the Historical Museum would **be** available for the March Workshop.'

Trustee Brown moved to approve the Minutes of the Board of Trustees of February 4, 2002, as corrected. Seconded by Trustee Ashmore.

APPROVAL OF THE
MINUTES FROM THE
REGULAR BOARD
MEETING OF FEBRUARY 4
2002

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

CONSIDERATION OF
FINANCIAL REPORTS

a) Chairperson Trustee Green presented the Salary, Overtime and Accounts Payable for approval.

SALARY, OVERTIME AND
ACCOUNTS PAYABLE

Trustee Brown moved to accept the Salary, Overtime and Accounts Payable as submitted. Seconded by Trustee Maxwell.

APPROVAL OF THE
SALARY, OVERTIME AND
ACCOUNTS PAYABLE

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

Chairperson-Trustee Green introduced Deputy Fire Chief, Nick Wilkens, who in turn, introduced the firefighters, present at the meeting, to the Board. Chairperson-Trustee Green expressed her appreciation to these firefighters for their attendance and their work.

COMMENTS BY VILLAGE
OFFICIALS

TRUSTEE COMMITTEE
REPORTS

Trustee Ashmore commented he attended the Housing and Human Relations Commission Meeting, and spoke at the Apple Oak Homeowners Association. He also attended the Matteson Area Chamber of Commerce Annual Dinner meeting.

Trustee Motton stated he attended a meeting with School District #159 and the Village of Matteson regarding a joint venture to share recreational facilities.

Trustee Maxwell reported that the unresolved issue from the Public Safety Committee Meeting, held on January 29, regarding parking in front of multiple mailboxes is still being discussed with Acting Police Chief Park, and a possible ordinance may follow.

Trustee Brown also attended the School District #159 and Village of Matteson joint venture.

Chairperson-Trustee Green referred to Opportunity for Public Comment.

There was no public comment.

1) An Open Bid Meeting was conducted at the Village Hall on Tuesday, February 12th, in regards to accepting Contractual Services for the construction of the Miller Garden Project, located at Miller Circle Drive near the Auto Mall. The Board has already approved the design as presented by Hitchcock Design Group, and we have contracted their services to manage the construction of this project. Bill Inman from Hitchcock Design Group, and Mike Manson, Superintendent of Parks, were both present at the bid opening and have provided the results indicated below:

<u>COMPANY NAME</u>	<u>BASE BID</u>
Kay Jay Construction	\$125,364.25
Allied Landscaping	\$132,088.50
GLI	\$132,776.00
O'Donovans	\$138,864.20
Sebert Landscaping	\$154,345.00
JEM Morris	\$176,818.40

Hitchcock Design Group indicates that they have worked with Kay Jay Construction on previous projects, including with the development of Notre Dame Park in Matteson, and have found the quality and timeliness of their work to be satisfactory.

Originally, Hitchcock Design estimated that this development project could be completed at a cost of under \$100,000. Currently our Capital Improvement Budget for Parks only has (approx.) \$118,000 remaining for the year. Therefore, in order to fund this project, we would have to make some revisions to the budget by transferring \$17,000 from the Parks Capital Equipment Budget.

Administrator Mekarski stated Miller Gardens is not the formal name of the park, and it is yet to be determined.

OPPORTUNITY FOR
PUBLIC COMMENT

CONSIDERATION OF BIDS
AND AWARDING OF
CONTRACTS

CONSIDERATION OF BID
FOR MILLER GARDEN
PROJECT

Trustee Brown moved that the Board of Trustees accept the lowest bid as submitted by Kay Jay Construction in the amount of \$125,364.25 for the contractual services in the construction of the Miller Garden Project.
Seconded by Trustee Motton.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

2) The budget this year includes funds for several remodeling items within the Village Hall. The first project that we will be pursuing is the construction of an office for the Village Administrator. The plan is to enlarge the existing office space adjacent to the Village President's office, which was originally intended for use as shared space for Village Trustees. This enlargement will also involve the elimination of the cabinet space outside that office to expand the office up to the corridor area. This project is intended to provide more privacy and additional meeting space for the Village Administrator than is available in the modular space he currently utilizes.

CONSIDERATION OF
PROPOSALS FOR
CONSTRUCTION OF
VILLAGE
ADMINISTRATOR OFFICE

In an attempt to expedite this project, staff solicited proposals from 23 area construction companies including all Matteson contractors holding Contractors licenses with the Village and those with remodeling experience within Lincoln Mall. The following 2 proposals were received:

Chicago Heights Construction Co.	\$26,915.00
Alternate for Incandescent Lighting	<u>465.00</u>
	\$27,380.00
Lewis Construction Company	\$47,850.00
Alternate for Incandescent Lighting	<u>920.00</u>
	\$48,770.00

Rita Miotti provided the Board information regarding the construction project and the telephone conversation record from the Architect who discussed the bid with the Contractor. Chicago Heights Construction is a well-known contractor and has done good work around the community.

It is the recommendation of staff to waive the formal bidding process and approve the bid for the construction of the office in the amount not to exceed \$26,915.00.

Eric Lewis, President of Lewis Construction Company, was present at the meeting. He indicated the reason his bid was higher was the fact that he

employs Union contractors to do the work, and that the work is to be performed after the Village Hall work hours, thus constituting overtime pay. He also inquired what the process would be if the Board accepted the lowest bid, and then that contractor was not able to complete the work as stated. Ms. Miotti stated that, if for some reason, Chicago Heights Construction failed to sign the contract with the Village in order to complete this project, it would be her recommendation that the Village re-bid the project to all parties that are interested and any additional contractors that may be interested. When asked by the Board as to whether union contractors perform Chicago Heights Construction work, Ms. Miotti replied yes. She stated both companies who bid were aware of the work needing to be done over the weekend and off hours when appropriate. Ms. Miotti added that the Architect estimated the project to be around \$17,000-\$18,000, because of the pricing on the bids received, the architect was requested to review the bid and determine whether Chicago Heights gave a responsible bid, assuring that the Village was not paying more than necessary for this project. As a result of his review, the architect indicated in his telephone conversation record that the Chicago Heights Construction bid was acceptable. The Board requested that an item-by-item breakdown of the bid from both construction companies be submitted for perusal.

Trustee Motton moved that the Board table the consideration of proposals for construction of the village administrator office until an item-by-item summary is received from both Contractors for their perusal. Seconded by Trustee Brown.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

OLD BUSINESS

3) Application has been received for proposal of a new business under the name of Knockout Sports Bar & Grill, Inc. 4800 W. Lincoln Highway in Matteson (previously known as the Iceland Café). Applicants are working with our Community Development Department for site plan approval and necessary permits. The Board had received a memorandum from President Stricker, as Liquor Commissioner, outlining the details and asking the Board to direct the Attorney to prepare the ordinance amendment.

CONSIDERATION FOR AN
ADDITIONAL CLASS "C"
LIQUOR LICENSE

Trustee Brown moved that the Board of Trustees direct the Village Attorney to prepare an ordinance increasing the Class C Liquor License by one. Seconded by Trustee Motton.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)

BOARD OF TRUSTEES

February 19, 2002

02-231-02

ABSTAIN: (0)
ABSENT: (1) Johnson

NEW BUSINESS

4) At the BOT Meeting of February 4, 2002, the Board approved advertising of bids now for the 2002 General Street Maintenance Program to obtain the best possible pricing. The specifications and bid documents have been completed. However, before the documents can be submitted to IDOT, or advertised for bidding, the President and Board of Trustees must approve the Illinois Department of Transportation "Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code". The Board is in receipt of the standard IDOT resolution in the amount of \$485,000 for their approval.

IDOT RESOLUTION FOR
MAINTENANCE OF
STREETS

Trustee Ashmore moved that the Board approve the Illinois Department of Transportation, Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code, for the amount of \$485,000. Seconded by Trustee Brown.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

5) Due to several new considerations regarding expenditures and revenues for this years Matteson Fest, additional funding and a revised budget has been created. Several of these revisions have been identified as a result of our entertainment opportunities, and other various improvements, including fencing around the perimeter of the park and creating an "Alcohol-free Zone". The Board received a revised budget for the Matteson Fest for their review and consideration.

CONSIDERATION FOR
APPROVING THE BUDGET
FOR THE 20TH ANNUAL
MATTESSON FESTIVAL FOR
2002/03 FISCAL YEAR

Trustee Motton moved that the Board of Trustees accept the Budget as presented for the 20th Annual Matteson Fest for the 2002/2003 FY Budget. Seconded by Trustee Ashmore.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

6) During the summer of 2002, the Illinois Department of Transportation (IDOT) plans to rebuild the box culverts and replace the guardrails on Cicero Avenue over Butterfield Creek. In order to accomplish this project, they require a temporary construction easement over the Village property along Butterfield Creek. This affects a very small area, approximately 0.037 acres,

CONSIDERATION OF A
RESOLUTION
AUTHORIZING A
TEMPORARY EASEMENT
TO BE GRANTED TO IDOT
FOR CONSTRUCTION
ALONG CICERO AVENUE

for which IDOT proposes to pay the Village the sum of \$1,934.00. In order to put this easement into place the Village must approve a resolution agreeing to the temporary easement and accepting the remuneration proposed by IDOT.

Trustee Motton moved that the Board of Trustees approve the Resolution authorizing a temporary easement on Butterfield Creek and accept the proposed remuneration of \$1,934.00. Seconded by Trustee Ashmore.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

7) At last Monday's Workshop meeting, the Finance Director presented a budget amendment for fiscal year ending April 30, 2002. A staff memorandum and spreadsheets detailing the amendment were supplied to the Board.

CONSIDERATION OF
BUDGET AMENDMENT
FOR FY 02

Trustee Brown and Trustee Motton requested a breakdown of the information supplied to them for further perusal.

Trustee Maxwell moved that the Board of Trustees approve the budget amendment for FY02 as presented. Seconded by Trustee Ashmore.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

8) At the February 11, 2002 Board of Trustees Workshop the departmental management team presented both a revised budget for our current fiscal year FY01-02 and a presentation made by Chief Wilcox regarding the necessity to increase Firefighter/Paramedic staff complement by two. As Board members were aware, when the Board approved this fiscal years' budget, in April of 2001, our Fire Chief requested an increase to his staffing levels by three. As revenue capacity was a question, the Board of Trustees included one new Firefighter/Paramedic within the approved budget, which began on May 1, 2001 and further directed the Village Administrator to assess revenue projections midyear to determine the availability of funding to support the remaining two positions. The management team originally planned to forward this item at the beginning of the third quarter. However, the events of September 11, 2001 and concerns regarding the impact of our national recession, forced the management team to delay this analysis until additional sales tax projections came in at the beginning of 2002. As the

AUTHORIZATION FOR
FIRE & POLICE
COMMISSION TO CERTIFY
AND HIRE TWO
ADDITIONAL
FIREFIGHTER/PARAMEDIC
CANDIDATES.

Finance Director demonstrated in her presentation of the revised budget, staff feels that through adoption of the proposed revised budget for this fiscal year, adequate funds are available to sustain these two new positions. Included in the board packet was a copy of the handouts delivered by Fire Chief Wilcox, which outlines annual cost of one Firefighter/Paramedic. Our Finance Director has taken the liberty to include one month of salary and benefits, within the comprehensive schedule of proposed budget changes, and has highlighted those line items, which will be impacted through adoption of this motion. To effectuate this staffing increase, it is necessary for the Board to direct the Fire & Police Commission to proceed with the hiring process to fill these positions.

Trustee Maxwell moved that the Board of Trustees direct the Fire & Police Commission to proceed with the hiring process to fill the new positions of Firefighter/Paramedic. Seconded by Trustee Ashmore.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

9) The Metropolitan Water Reclamation District of Greater Chicago recently adopted an ordinance, which in the opinion of the South Suburban Mayors and Managers Association illegally imposes and collects special fees within our regions Tax Incremental Financing (TIF) districts. This ordinance can adversely impact a communities economic inducement objectives by removing funds from the TIF district which otherwise would be directed toward capital improvements, debt service and/or surplus directed back to local taxing authorities. It is the opinion of the Administrators office that this fee would have an adverse effect on the three existing TIF districts within Matteson and potentially compromise the proposed TIF for Lincoln Mall and the proposed amendments for the Matteson Commons TIF agreement. Enclosed you will find a letter from The South Suburban Mayors and Managers Association which outlines the position of our regional communities and proposes a legal, political and legislative strategy to fight the position that MWRD has taken through the passage of its ordinance. In opposition to the TIF Sewer Service Fee imposed by the Metropolitan Water Reclamation District of Greater Chicago, a consortium of municipal council of governments have joined with SSMMA to oppose this measure, and have requested assistance in obtaining legal counsel to represent joint interests in opposing this unfairly assessed fee.

CONSIDERATION FOR
REGIONAL OPPOSITION
TO METROPOLITAN
WATER RECLAMATION
DISTRICT (MWRD) OF
GREATER CHICAGO TIF
SEWER SERVICE FEE

Trustee Ashmore moved that the Board of Trustees support the joint effort of the South Suburban Mayors and Managers Association, the West Central Municipal Conference, the Northwest Municipal Conference, the Southwest Conference of Mayors and the Illinois Tax Increment Association in opposing

the TIF Sewer Service Fee imposed on us by the MWRD. The above mentioned entities will retain legal counsel to represent our interests and seek to have the ordinance declared invalid and unconstitutional and therefore request a commitment of \$2,500 towards supporting this intergovernmental effort. Seconded by Trustee Brown.

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

Trustee Motton inquired when staff and/or Board would be going to California to speak with the Lincoln Mall ownership. Administrator Mekarski stated that mall management indicated the possibility of bringing the California owners into Matteson sometime in March. Trustee Brown indicated he would like to Board to be able to meet with the California owners.

OTHER BUSINESS

Administrator Mekarski informed the Board that Community Affairs and Community Development are sponsoring a outreach breakfast for Lincoln Mall managers on February 28th at 8:30 a.m. at the Village Hall in the Mall. The breakfast is being held in order to communicate the Boards plans for attracting new business and retention of old business. A brief informational regarding the TIF negotiation, as well as, extending the services of the Chamber of Commerce to the businesses. Mall management declined an invitation to attend.

Trustee Ashmore reminded everyone, once again, of the Village Hall Conference to be held on Saturday, March 2, 2002 from 8:30 to 1:00 p.m. at Lincoln Mall.

Trustee Ashmore moved to request an Executive Session under 2(c)11 for probable litigation with no need to reconvene. Seconded by Trustee Maxwell.

REQUEST FOR EXECUTIVE SESSION

AYES: (5) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

Trustee Brown moved to adjourn the Regular Meeting of the Board of Trustees at 9:30 p.m. Seconded by Trustee Ashmore.

ADJOURNMENT

BOARD OF TRUSTEES
February 19, 2002

02-235-02

AYES: (6) Green, Brown, Ashmore,
Motton, and Maxwell
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Johnson

Respectfully Submitted,

Dorothy Grisco, Village Clerk