

MINUTES OF THE SPECIAL MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
HELD IN THE COUNCIL ROOM OF THE MATTESON VILLAGE HALL
4900 VILLAGE COMMONS
ON THIS 12TH DAY OF APRIL 2004

President Stricker called the meeting to order at 7:30 p.m.

CALL TO ORDER

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

ROLL CALL

Andre Ashmore
Sam Brown
Emmanuel Imoukhuede
Allan Johnson
Carol Marshall
Nathaniel Motton Jr.

Also present were: Joseph Perozzi, Village Attorney; David Mekarski, Village Administrator; Hildy Kingma, Director of Community Development; Robert Park, Police Chief; Jan Dinnocenzo, Recording Secretary; and the media.

CONSIDERATION OF BIDS
AND AWARDING OF
CONTRACTS

1) Police Chief Robert Park distributed a revised police patrol vehicle bid breakdown for five marked squad cars and two SUV's. He noted that after review of the bids, there is a difference of \$782 between the low bid of Landmark Ford (State bid) and Sutton Ford. Based on the fact that there is a cost of sending eight employees down to the Springfield area to pick up the vehicles and that Sutton Ford is a local dealer, staff recommends that the Board approve the bid of Sutton Ford. He noted that the bid amount is well below the amount budgeted for this purchase.

POLICE CAR BIDS

Trustee Imoukhuede moved that the Board approve the bid of Sutton Ford, for the purchase of five (5) 2004 Ford Crown Victoria Police Interceptors and two (2) 2004 Ford Explorer XLS in the total amount of \$145,465.00. Seconded by Trustee Ashmore.

Upon questioning from Trustee Imoukhuede, Chief Park noted that the purpose of the two SUV's is to accommodate the necessary equipment that would not fit in a standard squad car and to alleviate excessive routine maintenance costs associated

with a standard front-wheel drive van given the number of miles that are driven by the CSO.

Following further discussion by the Board, the following vote was taken:

AYES: (6) Ashmore, Brown, Imoukhuede, Johnson,
Marshall, and Motton

NAYS:(0)

ABSTAIN: (0)

ABSENT: (0)

2) Ms. Kathy Murray, Personnel & Operations Coordinator, presented a proposal from The Management Association of Illinois to conduct a comprehensive job analysis and evaluation of the Village's salary administration program. She noted that it has been 5 years since such a review was conducted and stated such a procedure would update the existing program in order to keep current with the changes that have occurred within the organization and to assure compliance with legal requirements.

MANAGEMENT
ASSOCIATION –
PROFESSIONAL SERVICES
CONTRACT

Trustee Ashmore moved that the Board of Trustees authorize the Village Administrator to enter into a Direct Compensation Project with the Management Association of Illinois, in the amount of \$16,700.00. Seconded by Trustee Brown.

Board discussion ensued regarding the use of an outside consultant versus in-house staff, the cost associated with an outside consultant, the type of information that will be derived from the evaluation, and who will be responsible for providing the information for the evaluation. It was requested that a list of Villages utilizing the services of such a consultant be provided.

Trustee Imoukhuede moved that the Board of Trustees table this item to a later date to allow the new Village Administrator an opportunity to review and provide his/her personal input on the matter. Seconded by Trustee Motton.

Following further Board discussion, the following vote was taken to table this item:

AYES: (6) Ashmore, Brown, Imoukhuede, Johnson,
Marshall, and Motton

NAYS:(0)

ABSTAIN: (0)

ABSENT: (0)

3) Trustee Imoukhuede moved that the Board of Trustees adjourn to

BOARD OF TRUSTEES

April 12, 2004

04-065-04

executive Session under the Open Meetings Act, Section 2(c)(1) – Personnel, with a need to reconvene. Seconded by Trustee Ashmore.

OTHER BUSINESS

AYES: (6) Ashmore, Brown, Imoukhuede, Johnson,
Marshall, and Motton

REQUEST FOR EXECUTIVE
SESSION

NAYS:(0)

ABSTAIN: (0)

ABSENT: (0)

The Board adjourned to Executive Session at 8:09 p.m.

The Board reconvened the Special Meeting at 8:51 p.m.

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

Andre Ashmore
Sam Brown
Emmanuel Imoukhuede
Allan Johnson
Carol Marshall
Nathaniel Motton Jr.

ROLL CALL

4) President Stricker announced the receipt of a letter of resignation from the Village Administrator, Mr. David Mekarski.

Trustee Motton moved that the Board of Trustees accept the Letter of Resignation from Village Administrator David Mekarski effective May 25, 2004. Seconded by Trustee Ashmore.

LETTER OF RESIGNATION
- VILLAGE
ADMINISTRATOR

AYES: (6) Ashmore, Brown, Imoukhuede, Johnson,
Marshall, and Motton

NAYS:(0)

ABSTAIN: (0)

ABSENT: (0)

The President, Clerk, and Board of Trustees each praised and thanked Administrator Mekarski for the outstanding job he has done during his tenure with the Village and wished him well in his new position with the City of Vero Beach, Florida.

Administrator Mekarski thanked the Board for their kind remarks and stated it was an honor to serve the Village of Matteson.

BOARD OF TRUSTEES

April 12, 2004

04-066-04

Trustee Ashmore announced that there will be an Administration/Finance Committee meeting on Tuesday, April 20, at 7:00 p.m. in the Village Hall.

Trustee Brown announced that immediately after the Plan Commission meeting on Thursday, April 15, at 7:30 p.m., there will be a Green Empowerment Committee meeting. He encouraged all local business owners to attend the meeting.

President Stricker reported his activities during the past week.

Trustee Imoukhuede moved to adjourn the Special Meeting of the Board of Trustees at 9:16 p.m. Seconded by Trustee Johnson.

AYES: (6) Ashmore, Brown, Imoukhuede, Johnson,
Marshall, and Motton

NAYS:(0)

ABSTAIN: (0)

ABSENT: (0)

ADJOURNMENT

Respectfully Submitted,

Dorothy Grisco, Village Clerk