

VILLAGE OF JUSTICE
PRESIDENT AND BOARD OF TRUSTEES
7800 ARCHER ROAD, JUSTICE, IL
SECOND REGULAR BOARD MEETING OF OCTOBER
Monday, October 22, 2018

CALL TO ORDER: President Wasowicz called the meeting to order at 7:00 pm

PLEDGE OF ALLEGIANCE: Mayor Wasowicz led the reciting of the Pledge of Allegiance.

ROLL CALL: Clerk Sue Small called the roll. Present are: President Wasowicz, Trustees: Rich Sparr, Ed Rusch, Melanie Kuban and Hank Oszakiewski Trustees Rick Symonds and Karen Warner are absent with notice. Attorney Mike Cainkar of the firm of Louis F. Cainkar Ltd. is present.

Swearing-In of newly promoted Sergeant Damien Dyas.

President of the Police and Fire Commission, George Pastorino, accompanied by Secretary Don McGuire announced the promotion of Officer Damien Dyas to Sergeant of the Justice Police Department.

President Kris Wasowicz administered the Oath of Office to Sergeant Damien Dyas. Sincere congratulations were expressed by all in attendance.

A short recess for cake and coffee in honor of Sergeant Dyas was observed.

The meeting reconvened at 7:30 pm.

PUBLIC COMMENTS:

Mayor Wasowicz asked for questions or comments directly related to tonight's agenda. There were none.

APPROVAL OF MINUTES:

The Chair will entertain a Motion: To approve the minutes of the October 8, 2018 board meeting as submitted or if necessary, as corrected.

MOTION: Trustee Sparr so Moves.

SECOND: Trustee Rusch

VOTE: Trustees Sparr, Rusch, Kuban and Oszakiewski, aye. All ayes. Motion passed.

VILLAGE PRESIDENT'S REPORT:

Mayor Wasowicz announced that a meeting was held with the Tollway last Tues. and a very important milestone was reached in negotiations for the Tollway Ramps Project. Economic Development Director Matt Zarebczan will read a memo memorializing the event later in the meeting.

VILLAGE CLERK'S REPORT:

Clerk Small reported that she is just returned from a very informative educational conference provided by the International Institute for Municipal Clerks held in Springfield

this past week. She will provide a summary to the board at the next regular committee meeting.

COMMITTEE REPORTS:

PUBLIC UTILITIES: Trustee Sparr

Public Works is finishing up all asphalt projects doing smaller repair where necessary. We may have an opportunity to complete one smaller project if the weather holds.

William Picman, long-time public works employee, deserves special thanks for saving us nearly \$500.00 by repairing our scag equipment.

Also, Bradley Shearer, the new hire in Public Works, seems to be fitting in nicely.

BUILDINGS, ZONING AND ORDINANCES: Trustee Rusch

Trustee Rusch reported that he and Clerk Small are scheduling a meeting with ProChamps to formulate a process going forward. He will update the board on the results of that meeting.

There are still some maintenance issues at the Lipinski Center. Trustee Rusch spoke to the Building Commissioner and cleaning of the gutters and downspouts will best be accomplished when the issues with the roof are addressed.

The inside work at Lipinski including the issues with the floor may have to wait until the next budget cycle.

FINANCE & INSURANCE: Trustee Rusch for Trustee Warner

MOTION: Trustee Rusch Moves To approve posted payables 1-42 of \$13,782.17, Recurring Expenses of \$28,321.42, MFT expenses of \$62,813.87, TIF #4 expenses of \$5,213.40, TIF #5 expenses of \$483.75 for a total of \$110,615.21.

SECOND: Trustee Oszakiewski

VOTE: Trustees Rusch, Kuban, Oszakiewski and Sparr, aye. All ayes. Motion passed.

MOTION: Trustee Rusch Moves: To approve the proposal from the Assurance Agency to renew property, casualty and liability insurance, and workers compensation insurance for the period beginning December 1, 2018 and January 1, 2019, respectively. These are annual renewals at the combined cost of \$314,177.00.

SECOND: Trustee Kuban

VOTE: Trustees Kuban, Oszakiewski, Sparr and Rusch, aye. All ayes. Motion passed.

The Motion on the agenda regarding a process for Safety Grant expenditures is tabled.

ADMINISTRATION, COMMUNICATION & RECREATION: Trustee Oszakiewski

Thank you to all municipal officials who attended the three-hour training on Saturday administered by Treasurer and Financial Consultant Kelly Zabinski. All donated their time to be instructed in the use of the new operating software.

Trustee Warner asked that a communication regarding a follow up on the recent reissue of a check before it was stopped or returned to us be read.

Karen wrote, "If for some reason a replacement check needs to be issued, a stop payment should be done first, providing that we are not in custody of the original unpaid item. In the case of a lost check, only after a stop payment is in place should a replacement be done. To skip that step, puts two negotiable instruments out there and opens the Village up to having both items cashed."

If any Veterans did not receive an invitation to the Veterans' luncheon and would like to attend, please call the village Finance Office this week.

The kick-off meeting for this year's Winter Wonderland is scheduled for Monday, October 29th at 6:30 pm in the Finance Office. Volunteers are welcome and are encouraged to attend.

Reminder, Election Day is Tuesday, November 6th. Voting is being conducted at the village hall, the building department, Wilkin's School and at Roberts Park Station #1. Please come out and exercise your right to vote!

Early voting is underway effective today, at the Hodgkins village hall and in Oak Lawn.

MOTION: Trustee Oszakiewski Moves: To approve closing the Finance Office from Thursday, November 22nd to Sunday, November 25th, 2018 in honor of the Thanksgiving Holiday.
SECOND: Trustee Rusch
VOTE: Trustees Oszakiewski, Sparr, Rusch and Kuban, aye. All ayes. Motion passed.

PUBLIC SAFETY AND HUMAN SERVICES: Trustee Sparr for Trustee Rick Symonds

MOTION: Trustee Sparr Moves: To approve Resolution 2018-08, A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT MEMORIALIZING THE FINANCIAL STANDING OF THE VILLAGE OF JUSTICE AND THE ROBERTS PARK FIRE PROTECTION DISTRICT UNDER VARIOUS INTERGOVERNMENTAL AGREEMENTS, AND ESTABLISHING TERMS OF PAYMENT THEREFOR
SECOND: Trustee Kuban
VOTE: Trustees Sparr, Rusch, Kuban and Oszakiewski, aye. All ayes. Motion passed.

Trustee Symonds asked that we convey his heartfelt Congratulations to newly promoted Sergeant Damien Dyas.

ECONOMIC DEVELOPMENT AND BUSINESS LICENSES: Trustee Kuban

MOTION: Trustee Kuban Moves: To Approve RESOLUTION 2018-09: A RESOLUTION APPROVING THE TRI-STATE TOLLWAY (I-294) ILLINOIS ROUTE 171/CORK AVENUE INTERCHANGE MEMORANDUM OF UNDERSTANDING BETWEEN THE ILLINOIS STATE TOLL HIGHWAY AUTHORITY, THE ILLINOIS DEPARTMENT OF TRANSPORTATION, THE COUNTY OF COOK AND THE VILLAGE OF JUSTICE
SECOND: Trustee Sparr
VOTE: Trustees Rusch, Kuban, Oszakiewski and Sparr, aye. All ayes. Motion passed.
Trustee Kuban explained that this is an approval of a memorandum of understanding that confirms both entities agreement to their respective responsibilities in providing the tollway ramps.

Economic Development Director Matt Zarebczan read the press release for the event that was held, memorializing the MOU.

On October 16, 2018 the Illinois Tollway joined U.S. Representative Daniel Lipinski and officials from the Illinois Department of Transportation, Cook County and the Village of Justice to recognize a multi-governmental partnership to advance planning and construction for a new, long-envisioned Tri-State Tollway (1-294) Interchange at 88th Avenue/Cork Avenue in Justice.

In support of the multi-governmental commitment, the Tollway, Village of Justice, Cook County, IDOT and federal government are signing a memorandum of understanding to proceed with building the interchange. Consistent with the Tollway's Interchange Policy requiring local communities to cover half of the cost of interchange improvements, estimated \$30 million project cost will be shared by state and local partners. The next step to move the project forward will be approval of an intergovernmental agreement to establish funding and participation for the project.

The project is compatible with Cook County's long range Invest in Cook Initiative to encourage business development and growth by improving freight and traffic connections across the country. The new interchange will encourage new construction and support job creation in the village, as well as opening an entryway to Justice and other surrounding communities to relieve traffic congestion and provide easier access destinations.

With the support of the Southwest Conference of Mayors, the Village of Justice has completed preliminary engineering and environmental studies for the addition of a northbound exit ramp from 1-294 and a southbound entrance ramp to 1-294 and the next phase of additional engineering studies will be done by Justice. This work also will be compatible with a future northbound 1-294 entrance ramp from Archer Road. Along with the new ramps, the project includes intersection improvements along 88th/Cork Avenue at 79th Street and Archer Road.

MOTION: Trustee Kuban Moves: To approve the business license of BIZ, Inc. to operate as an Accounting Office at 8648 Roberts Road, Unit 101, Justice – contingent upon passing all final inspections.

SECOND: Trustee Rusch

VOTE: Trustees Kuban, Oszakiewski, Sparr and Rusch, aye. All ayes. Motion passed.

MOTION: Trustee Kuban Moves: To approve the purchase of 30, 30"X 84" digital print banners and 30 FiberFlex-3 adjustable bracket sets for the cost of \$5,600.00 from Street Décor, Inc. from funds set aside in the budget for Economic Development supplies.

SECOND: Trustee Oszakiewski

VOTE: Trustees Oszakiewski, Sparr, Rusch and Kuban, aye. All ayes. Motion passed.

School District 109's Resurrection Run was a resounding success. Mrs. Orella Good biked the route as usual and won in her class being 90+ years old. A good time was had by all.

MWRD and DEA are sponsoring a drug collection at 6001 W. Pershing Road in Stickney, on Saturday, October 27th from 10:00 am until 2:00 pm.

We are working on a Safe Routes to School Grant to replace or provide sidewalks where needed for those that walk to school. Surveys were provided to parents and teachers of students in District 109 in order to gather the most pertinent information.

Plans for the Veterans Luncheon are proceeding well. Does anyone know a Gold Star mother in the village? We would provide a Gold Star Flag to her, if one is identified.

Mayor Wasowicz wants to ask District 109 for assistance with stormwater detention at the large parcel purchased at 80th from Roberts Rd. to the Wilkin's School property. Trustee Rusch stated he thought the request was communicated to Engineer John Hoeffler for evaluation at a recent meeting. The District is interested in obtaining access to the old Anthony Oil property for parking. An agreement for mutual benefit may be possible. Trustee Sparr and Trustee Kuban offered to explore the opportunity.

ATTORNEYS' REPORT:

Attorney Mike Cainkar had no formal report.

CORRESPONDENCE:

Clerk Small read another communication from Trustee Warner.

"It has recently come to my attention that there are requests for vendor checks to be returned to the requesting department for disbursement to the vendor. I discussed this practice with our Treasurer and she stated that this is not a good practice to have. We agreed that effective immediately, this practice will cease. If a vendor wishes to pick up their check, it is to be coordinated with the finance office. The vendor will be required to give the name of the person who will be picking up their check. That person will be required to have a letter stating such on corporate letterhead and will be required to show identification. Finance staff will put the letter with the sign-off by the person picking it up with the invoice for our records. We also request the sign-off to be dated.

Having checks sent back to the requesting department is not a good accounting practice and negates some of the checks and balances that are currently in place. Additionally, employees picking up checks for vendors and holding them create liability on behalf of the Village, as not all staff are bonded. "

Building Commissioner Ed Shilka asked for a clear policy in print that could be provided to vendors so there is no confusion.

OLD BUSINESS:

There was none

NEW BUSINESS:

SCHEDULE OF COMMITTEE MEETINGS:

Wednesday, November 7, 2018

BUILDINGS, ZONING AND ORDINANCES: Trustee Rusch

Any matters before the committee including estimates on the work at Lipinski Center and an update regarding the ProChamps system.

FINANCE & INSURANCE: Trustee Warner

Any matters before the committee including Posted payables, reissued checks policy and other matters.

ADMIN, COMMUNICATIONS & RECREATION: Trustee Oszakiewski

Any matters before the committee including Winter Wonderland update, Cintas proposal, all-purpose room rental policies and extra maintenance, repairs or cleaning needed before our seasonal event.

PUBLIC SAFETY AND HUMAN SERVICES: Trustee Symonds

Any matters before the committee including the IGA

ECONOMIC DEV. & BUSINESS LICENSES: Trustee Kuban

Any matters before the committee

PUBLIC UTILITIES: Trustee Sparr

Any matters before the committee including salt availability, end of year patching and paving and equipment needs for winter work.

PUBLIC COMMENTS:

There were none.

ADJOURNMENT: President Wasowicz called for a Motion to Adjourn.

MOTION: The chair entertained a Motion to Adjourn
Trustee Sparr so Moves
SECOND: Trustee Kuban
VOTE: All ayes.

Meeting adjourned at 8:08 pm

Respectfully Submitted,
Kathleen M. Svoboda, Deputy Village Clerk