

1 VILLAGE OF ALSIP  
2 MINUTES OF  
3 BOARD OF TRUSTEES MEETING  
4 December 3, 2007  
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6 Mayor Kitching called the meeting to order at 7:30 p.m. Clerk Venhuizen called the roll as  
7 follows: Present: Trustees Collins, Shapiro, Graczyk, Godfrey, and Michaels. Also present  
8 Mayor Kitching, Clerk Venhuizen and Attorney Todd Hayden. Trustee McGreal absent.  
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10 MAYOR'S REPORT: Mayor Kitching reported the Tree Lighting Ceremony is scheduled for  
11 December 10, 2007 at 6:30 p.m.  
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13 Mayor Kitching removed the request for authorization to renew the lease agreement with the  
14 same tenants at 12200 S. 45<sup>th</sup> Avenue from the Consent Agenda, Item C.  
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16 Mayor Kitching presented a request for approval of a proposal from Kane, McKenna Capital,  
17 Inc., to provide "Financial Advisor" services related to the 123<sup>rd</sup> Place and Cicero TIF district.  
18 Because of renewed interest in this area, it is believed an updated financial prospectus will assist  
19 the Board with any future decision making. The fee for this engagement will be based on their  
20 current hourly rates included in their proposal. It is anticipated the cost will not exceed \$8,000,  
21 however, that could change based on the number of projects they review. The costs for these  
22 services will be payable from the TIF increment funds, and will not require any money from the  
23 Village's general fund.  
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25 CLERK'S REPORT: Clerk Venhuizen presented: a) request to close the Village Hall offices at  
26 4:30 p.m. on December 31, 2007, New Year's Eve; b) request to close the Village Hall offices at  
27 1:30 p.m. on December 14, 2007.  
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29 ATTORNEY'S REPORT: No report.  
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31 ENGINEER'S REPORT: No report.  
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33 FINANCE REPORT: Trustee Graczyk presented: a) list of bills dated November 26, 2007  
34 totaling \$608,496.74; b) request to accept the proposal from Municipal Systems, Inc., (MSI), for  
35 the purchase of software for the Village vehicle stickers. This is a budgeted item.  
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37 FIRE DEPARTMENT REPORT: No report.

38 POLICE DEPARTMENT REPORT: Trustee Shapiro presented: a) correspondence from Robert  
39 Troy, Chief of Police, stating the Police Department recently sent out notices regarding the  
40 newly instituted Neighborhood Watch Program in Alsip. Anyone interested in participating in  
41 this program is encouraged to contact the Crime Prevention Division of the Police Department.

42 b) Letter of Recognition from Robert Troy, Chief of Police, that read as follows: On November  
43 17, 2007 Tactical Officers Todd Gutkowski and Jay Miller were on routine patrol at the Swap-O-  
44 Rama when they observed a vehicle in the parking lot matching the description of one used in  
45 the armed robbery of a jewelry store on October 25, 2007 in Evergreen Park, Illinois. Both  
46 officers initiated surveillance on the vehicle and contacted Investigators from the Evergreen Park  
47 Police Department. A short time later three subjects entered the vehicle and were stopped for  
48 questioning. The driver of the vehicle was subsequently identified as the offender in the armed  
49 robbery and taken into custody. After a search of the offender's residence, the handgun used in  
50 the crime was also recovered. This individual is currently being held on bond and is a suspect in  
51 several armed robberies in the area. Todd and Jay, your experience and dedication to duty  
52 resulted in the apprehension of this dangerous offender and the removal of a firearm from the  
53 streets of our community. Your actions during this incident are certainly worthy of special  
54 mention and recognition. It also proudly shows the deep commitment that our officers have to  
55 helping this agency accomplish its mission and goals. On behalf of the men and women of the  
56 Alsip Police Department and the citizens of Alsip, please accept my personal congratulations on  
57 a job well done.  
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59 PUBLIC WORKS DEPARTMENT REPORT: No report.  
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65 Board of Trustees meeting

66 December 3, 2007

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69 BUILDING DEPARTMENT REPORT: Trustee Shapiro presented: a) request to hire an  
70 Inspector for Annual Inspections for five (5) weeks at a cost of \$500.00 per week; b) request  
71 from John Willnecker, new owner, Subway, 12258 S. Pulaski, for permission to have an  
72 advertising balloon on the roof on December 1<sup>st</sup> and 2<sup>nd</sup>, 2007. This request was previously  
73 approved by Board consensus at the November 26, 2007 Committee meeting.

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75 HEALTH & POLLUTION: No report.

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77 SEWER & WATER: Trustee Godfrey presented: a) request to table indefinitely the request to  
78 hire an additional full time employee in the Water & Sewer Department; b) request to move a  
79 Class II operator into a vacant Class I position and to post/advertise to fill the newly vacated  
80 Class II position. c) Request to advertise for sealed bids to replace the 123<sup>rd</sup> Street sanitary lift  
81 station. The station is built offsite and takes somewhere between 12 to 14 weeks to build.  
82 This project was included in the bond package. d) Request to authorize Robinson Engineering to  
83 prepare specifications for the installation of an additional pump station to be located on the north  
84 reservoir. This pump station would consist of two pumps and include all necessary equipment  
85 to operate independently of the main station in the event of a failure at the main station.  
86 This project was included in the bond package.

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88 LICENSE REPORT: Trustee Graczyk presented a list of licenses dated November 26, 2007.

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90 PLANNING & ZONING REPORT: Trustee Michaels presented: a) request for approval of  
91 Planning & Zoning Case 2007-11-S-100, request by Mark Scarmuzzo for a Special Use Permit  
92 in an I-1 Industrial District to operate internet automobile sales on the property located at 12400  
93 South Keeler Avenue; b) request for approval of Planning & Zoning Case 2007-11-S-200,  
94 request by James Fett for a Special Use Permit in an I-1 Industrial District to operate an  
95 automobile detailing and sales property located at 4920 West 128<sup>th</sup> Place.

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#### REPORTS OF SPECIAL COMMITTEES

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99 VILLAGE PROPERTY: Trustee Michaels tabled the request to contract with EEMS at a cost of  
100 \$90/hour, lowest proposal for snow removal at Heritage II for the period December 1, 2007  
101 through April 30, 2008.

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103 INSURANCE COMMITTEE: Trustee Graczyk presented: a) renewal information for the  
104 Village's Workmen's Compensation insurance reflecting a 4% increase in premium, translating  
105 to an estimated \$15,000 increase. Additionally, the Illinois Public Risk Fund, the Village's  
106 carrier, has made available to their members a continuing grant program to offset some of the  
107 Village's costs concerning safety and training. The amount the Village would be eligible for in  
108 Fiscal Year 2008 is \$34,100. Finance Director, Greg Palumbo reported that experience has  
109 proven insurance companies do not offer WC coverage to municipalities. The only options  
110 available to the Village are to self insure or join another pool program such as IRMA or IML,  
111 which Mr. Palumbo did not recommend. b) Request for approval to renew the Village's  
112 insurance with the Illinois Public Risk Fund, effective 12/15/2007 through 12/15/2008.

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114 ORDINANCE & LEGISLATION: Trustee Godfrey presented: a) request for approval of an  
115 Ordinance Amending the Salary Ordinance of the Village of Alsip; b) request for approval of an  
116 Ordinance Amending Chapter 15-1/2 of the Village Code Concerning Vacation, Compensatory  
117 Time and Longevity Benefits.

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119 LOCAL IMPROVEMENT REPORT: No report.

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121 BOAT LAUNCH: No report.

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123 PRESENTATIONS, PETITIONS, COMMUNICATIONS: None.

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125 Removal of Items from Consent Agenda. Items C and S were removed.

126

127 Motion by Trustee Godfrey to establish the Consent Agenda as amended; seconded by Trustee  
128 Shapiro. Roll #1: Voting "aye": Trustees: Collins, Shapiro, Graczyk, Godfrey, and Michaels.

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129 Motion carried.

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130 Board of Trustees meeting

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131 December 3, 2007

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CONSENT AGENDA

- A. Approval of minutes of November 19, 2007 Board meeting.
- B. Approval of minutes of November 26, 2007 Committee meeting.
- C. ~~Approval to renew the lease agreement with the same tenants at 12200 S. 45<sup>th</sup> Avenue, in the amount of \$850 per month, a \$50.00 per month increase.~~(tabled)
- D. Approval of a proposal from Kane, McKenna Capital, Inc., to provide “Financial Advisor” services related to the 123<sup>rd</sup> Place and Cicero TIF district. The costs for these services will be payable from the TIF increment funds, and will not require any money from the Village’s general fund.
- E. Approval to close the Village Hall offices at 4:30 p.m., on December 31, 2007, New Year’s Eve.
- F. Approval to close Village Hall offices at 1:30 p.m., on December 14, 2007.
- G. Approval of a list of bills dated November 26, 2007, totaling \$608,496.74.
- H. Approval of request to accept the proposal from Municipal Systems, Inc., (MSI), for the purchase of software for the Village vehicle stickers. This is a budgeted item.
- I. Request for approval to hire an Inspector for Annual Inspections for five (5) weeks at a cost of \$500.00 per week.
- J. Approval of request from John Willnecker, new owner, Subway, 12258 S. Pulaski, for permission to have an advertising balloon on the roof on December 1<sup>st</sup> and 2<sup>nd</sup>, 2007.
- K. Approval to table indefinitely the request to hire an additional full time employee in the Water & Sewer Department.
- L. Approval to move a Class II operator into a vacant Class I position in the Water Dept.
- M. Approval to post/advertise to fill the newly vacated Class II position in the Water Dept.
- N. Approval to advertise for sealed bids to replace the 123<sup>rd</sup> Street sanitary lift station. This project was included in the bond package.
- O. Approval to authorize Robinson Engineering to prepare specifications for the installation of an additional pump station to be located on the north reservoir. This pump station would consist of two pumps and include all necessary equipment to operate independently of the main station in the event of a failure at the main station. This project was included in the bond package.
- P. Approval of a list of licenses dated November 26, 2007.
- Q. Approval of an ORDINANCE GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 12400 SOUTH KEELER AVENUE.  
**Ordinance No. 2007-12-152-1.**
- R. Approval of an ORDINANCE GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 4920 WEST 128<sup>TH</sup> PLACE.  
**Ordinance No. 2007-12-152-2.**
- S. ~~Approval to contract with EEMS, at a cost of \$90/hour, lowest proposal, for snow removal at Heritage II from December 1, 2007 through April 30, 2008.~~ (tabled)
- T. Approval to renew the Village’s insurance with the Illinois Public Risk Fund, effective 12/15/2007 through 12/15/2008.
- U. Approval of an ORDINANCE AMENDING THE SALARY ORDINANCE OF THE VILLAGE OF ALSIP. **Ordinance No. 2007-12-1.**
- V. Approval of an ORDINANCE AMENDING CHAPTER 15 ½ OF THE VILLAGE CODE CONCERNING VACATION, COMPENSATORY TIME AND LONGEVITY BENEFITS. **Ordinance No. 2007-12-2.**
- W. Acceptance of committee reports as presented.

Motion by Trustee Godfrey to accept the Consent Agenda as presented; seconded by Trustee Michaels. Roll #2: Voting “aye”: Trustees: Collins, Shapiro, Graczyk, Godfrey, and Michaels. Motion carried.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

Board of Trustees meeting  
December 3, 2007

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OPEN TO PUBLIC: No one wished to address the Board.

ADJOURNMENT

Motion by Trustee Collins to adjourn the meeting; seconded by Trustee Godfrey. All in favor; none opposed. Motion carried at approximately 7:50 p.m.

Respectfully submitted,

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Deborah Venhuizen  
Village Clerk, Alsip, Illinois