

**MINUTES OF REGULAR BOARD MEETING  
OF PRESIDENT AND BOARD OF TRUSTEES**

Held at  
14020 Torrence Avenue  
Burnham, IL 60633  
October 12, 2021

Mayor Robert E. Polk called the meeting to order over the phone at 7:00 p.m.

ROLL CALL: Trustees John Cap Jr., Graciela Garcia, Brenda Greer, Carmella Richardson, Travis Claybrooks, Mayor Robert E. Polk (over the phone), Village Clerk Lus Chavez and Attorney Stanley Pagorek (over the phone)

ABSENT: Trustee Christopher Hodges

Motion made by Trustee John Cap Jr. seconded by Trustee Carmella Richardson to approve the minutes of September 28, 2021

ROLL CALL:

AYES: Trustees John Cap Jr, Graciela Garcia, Brenda Greer, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Christopher Hodges

Motion made by Trustee Travis Claybrooks and seconded by Trustee Brenda Greer to open the meeting to the public.

ROLL CALL:

AYES: Trustees John Cap Jr, Graciela Garcia, Brenda Greer, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Christopher Hodges

Andrew Johnson addressed the Board with the following comment:

- Fire Hydrant flushing

Motion made by Trustee Carmella Richardson and seconded by Trustee Graciela Garcia to close the meeting to the public.

ROLL CALL:

AYES: Trustees John Cap Jr, Graciela Garcia, Brenda Greer, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Christopher Hodges

**MAYOR'S REPORT:**

- Street construction to begin on October 22<sup>nd</sup> on Saginaw Avenue
- Street patching to begin
- Trustee Christopher Hodges has resigned as Village of Burnham Board member

## **CLERK'S REPORT:**

Clerk Chavez reported the following:

- Secretary of State Mobile Unit will at the Senior Center 13925 Entre Ave.
  - November 4<sup>th</sup> from 10 am to 1:30 pm
  - No Real ID's will be issued
  - Renewal of State ID and Driver's License
  - Renewal of Plate stickers

## **PUBLIC EDUCATION, HEALTH, SAFETY AND WELFARE:**

Trustee Brenda Greer mentioned the following:

- COVID-19 daily new cases as of 10/2/21- 626,475 confirmed 11,664 deaths
- Practice the following to help prevent the spread of COVID-19
  - Maintain your physical distance of 6 feet
  - Cover your mouth when you cough and nose when you sneeze
  - Wash your hands often
  - Stay home if you feel sick
- Sign up for CODE RED on website
- On the behalf of the Burnham Fire Department and Village Board we would like to thank each and every one for supporting and attending The Fire Department Open House held on October 9<sup>th</sup>.
- We are asking our resident in anticipation of the winter months- to remove any abandoned vehicles from the street
- Let us work together to keep our Village and families safe- "If you see something say something"
- Events in October
  - Oct 11<sup>th</sup> was Columbus Day-Thanksgiving in Canada
  - Oct 15<sup>th</sup> – National Boss Day
  - Oct 24<sup>th</sup>- United Nations Day
  - Oct 31<sup>st</sup> – Halloween Day

## **PUBLIC WORKS AND BUILDINGS:**

Trustee Travis Claybrooks reported the following for Public Works:

- General cleaning
- Two new employees started yesterday
- Leaves can be raked to the parkway

## **ORDINANCE, RESOLUTION AND PLANNING: None**

## **FINANCE: None**

## **PARKS AND RECREATION:**

Mayor Polk announced the 3 on 3 Basketball Tournament to be held on October 23<sup>rd</sup>  
This will promote and engage our youth in a positive way

**PUBLIC UTILITIES:**

Trustee Carmella Richardson mentioned the following:

- Water Department are flushing fire hydrants- done every other year
  - At time of the flushing you will experience the following:
    - Less water pressure
    - Discoloration of water
    - Do not be alarm- let water run
  - The generator at the water pump station will need some repairs
  - ComEd assistance contact 877-411-9276
  - PIPS- 800-571-2332
  - Suburban Cook County rental and utility assistance- 833-221-9821 or [cookcountyil.gov/recovery](http://cookcountyil.gov/recovery) to apply by October 29<sup>th</sup>

**PRESENTATION OF PETITIONS:** None

**COMMUNICATIONS, MEMORIALS,  
AND REMONSTRANCES:** Passing away of Mr. Jerome Phillips in September

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**ADJOURNMENT:**

Motion made by Trustee Graciela Garcia and seconded by Trustee John Cap Jr. to adjourn.

**ROLL CALL:**


**AYES:** Trustees John Cap Jr, Graciela Garcia, Brenda Greer, Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

  
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Village Clerk

  
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Mayor