

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

Held at  
14450 S. Manistee Avenue  
Burnham, IL 60633  
December 14, 2021

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

ROLL CALL: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer, Carmella Richardson, and Mayor Robert E. Polk  
ABSENT: Trustee Travis Claybrooks, Village Clerk Lus Chavez, and Village Attorney Stanley Pagorek

Motion made by Trustee John Cap Jr. seconded by Trustee Carmella Richardson to approve the minutes of November 23, 2021

ROLL CALL:

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson  
NAYS: None  
ABSTAIN: None  
ABSENT: Trustee Travis Claybrooks

Motion made by Trustee Graciela Garcia and seconded by Trustee John Cap Jr. to open the meeting to the public.

ROLL CALL:

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson  
NAYS: None  
ABSTAIN: None  
ABSENT: Trustee Travis Claybrooks

Jon Hajduch had the following to say:

- Questioned why the public had to wear a mask in meetings and office personnel were not wearing masks.
- Questioned sidewalk repairs
- Questioned parking sign in front of Chavez and Garcia's house
- Questioned parking spaces in front of Chavez and Garcia's house
- Questioned what was going on at 14108 S. Greenbay
- Calls not being returned

Motion made by Trustee Carmella Richardson and seconded by Trustee John Cap Jr. to close the meeting to the public.

ROLL CALL:

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson  
NAYS: None  
ABSTAIN: None  
ABSENT: Trustee Travis Claybrooks

**MAYOR'S REPORT:**

- People are driving too fast
- Drivers are going around school buses
- Will be installing a “No dumping” sign. A \$500.00 penalty for violation
- Sidewalk repairs still ongoing – was held back due to COVID

**CLERK'S REPORT:** No Report

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

Trustee Brenda Greer mentioned the following:

- Importance of vaccinating children
- Village of Burnham along with Cook County Health hosting a vaccination event Saturday, December 18th from 10 a.m. to 3 p.m. For anyone in need of a ride please call 708-331-8875 option 2. The first 50 people to receive their first vaccine will receive a \$100 gift card
- Village of Burnham holiday baskets will be distributed at this event
- Prepare home for the weather with winter weatherization through [nicorgas.com/freokit](http://nicorgas.com/freokit) or call 877-866-4239
- Seniors 60+ have transportation access to go grocery shopping. Call 708-338-9980 or 708-596-6040 ext. 4011
- Food assistance program open on Wednesday's 9.m.- 11 a.m. at 15340 Page-Harvey, IL
- Information about Cub Scouts grades 1-5 call Frank Brown 708-769-1457, grades 6+ call Joe Miller at 312-498-9051

**PUBLIC WORKS AND BUILDINGS:**

\*Mayor stated that the leaf collector has been out several times

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

**FINANCE:**

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Carmella Richardson to approve the Village of Burnham's aggregated Levy for 2021 for compliance with the Truth in Taxation Law as being \$3,900,000.00. The aggregated amount was determined based on the 2020 Tax Extension Grand Total of \$3,708,390.18, multiply the amount by 105%, and round off the amount.

**ROLL CALL:**

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

NAYS: None

ABSTAIN: None

ABSENT: Trustee Travis Claybrooks

2. Motion made by Trustee John Cap Jr. and seconded by Trustee Graciela Garcia to pass on ORDINANCE NO. 2021-O-004 AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022 OF THE VILLAGE OF BURNHAM, COOK COUNTY, ILLINOIS, 60633-2081.

**ROLL CALL:**

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

NAYS: None

ABSTAIN: None

ABSENT: Trustee Travis Claybrooks

3. Motion made by Trustee John Cap Jr. and seconded by Trustee Jefferey Hodges to approve on the renewal of Workers Compensation Insurance premium policy period of 1/1/22 thru 01/01/23 of Technology Insurance Company for the total annual amount of \$79,007.00.

**ROLL CALL:**

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

NAYS: None

ABSTAIN: None

ABSENT: Trustee Travis Claybrooks

4. Motion made by Trustee John Cap Jr. and seconded by Trustee Carmella Richardson to approve the Village of Burnham insurance liability renewals which totals \$372,434.00 and on the authorization of the Village of Clerk to sign said insurance renewal and agreement.

**ROLL CALL:**

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

NAYS: None

ABSTAIN: None

ABSENT: Trustee Travis Claybrooks

5. Motion made by Trustee John Cap Jr. and seconded by Trustee Brenda Greer to approve authorizing the payment of this and last month's bills.

**ROLL CALL:**

AYES: Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

NAYS: None

ABSTAIN: None

ABSENT: Trustee Travis Claybrooks

**PUBLIC UTILITIES:**

Trustee Carmella Richardson mentioned the following:

- o LIHEAP will be present at the event on December 18, 2021, to accept applications
- o Safe Excavation-call before digging

**PARKS AND RECREATION:**

Trustee Jefferey Hodges mentioned the following:

- o December 4, 2021, there will be a Christmas parade
- o December 13-16, 2021- Festival of Lights "Christmas Around the World"

**PRESENTATION OF PETITIONS:** None

**COMMUNICATIONS, MEMORIALS,  
AND REMONSTRANCES:** Moment of silence for Jane Smith

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Brenda Greer approve of the suspension of the regular scheduled Board Meeting on December 28, 2021, according to our schedule.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks

2. Motion made by Trustee John Cap Jr. and seconded by Trustee Brenda Greer to adopt on the schedule of 2022 REGULAR BOARD MEETINGS OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BURNHAM.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks

3. Motion made by Trustee John Cap Jr. and seconded by Trustee Carmella Richardson to go into Closed Session per 5ILCS 120/2© (21); Discussion of minutes lawfully closed, whether for purposes of approval of the minutes or the semi-annual review of the minutes. 5ILCS 120/2© (11): litigation, when an action against, affecting, or on behalf of the village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent. 5ILCS 120/2© (1): appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks

4. Motion made by Trustee John Cap Jr. and seconded by Trustee Carmella Richardson to go come back from Closed Session per 5ILCS 120/2© (21); Discussion of minutes lawfully closed, whether for purposes of approval of the minutes or the semi-annual review of the minutes. 5ILCS 120/2© (11): litigation, when an action against, affecting, or on behalf of the village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent. 5ILCS 120/2© (1): appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks

5. Motion made by Trustee John Cap Jr. and seconded by Trustee Carmella Richardson to continue the regular session.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks

**ADJOURNMENT:**

Motion made by Trustee John Cap Jr. and seconded by Trustee Jefferey Hodges to adjourn.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr, Jefferey Hodges, Graciela Garcia, Brenda Greer, and Carmella Richardson

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Travis Claybrooks



Village Clerk



Mayor