

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

Held at  
14450 S. Manistee Avenue  
Burnham, IL 60633  
October 25, 2022

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

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

Motion made by Trustee John Cap Jr. seconded by Trustee Carmella Richardson to approve the corrections of regular minutes of October 11, 2022

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Jefferey 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 Jefferey Hodges

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: Trustees Jefferey Hodges

**MAYOR'S REPORT:**

- Keep garbage cans closed
- In the future refrain from placing rock salt on sidewalks during the winter season

**CLERK'S REPORT:**

- Early Voting began 10/24/22 at Calumet City Library thru 11/07/22
- Halloween, October 31<sup>st</sup> Trick or Treat hours 3 p.m. to 7 p.m.

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

1. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to approve on an amount not to exceed \$55,000.00 in order to purchase a vehicle for the Village of Burnham Police department.

### **ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustees Jefferey Hodges

Trustee Brenda Greer mentioned the following:

- November 6, 2022, is daylight saving time. Clocks fall back an hour
- Election Day is November 8, 2022
- Toy Drive accepting donations at Village Hall Nov 5<sup>th</sup> thru Dec 10<sup>th</sup>
- CDC encourages parents to have their infants and young children vaccinated
- Marshmallow Roasting on October 28<sup>th</sup> at Village Hall from 6 p.m. to 8 p.m. and COVID vaccinations will be available.
- November 5<sup>th</sup> and December 10<sup>th</sup> – Vend O Rama at Community Center 11 a.m. to 5 p.m.

## **PUBLIC WORKS AND BUILDINGS:**

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee Carmella Richardson to approve the contract with S.M.S Construction to perform concrete repair work in various locations throughout the Village of Burnham not to exceed \$40,000.00.

### **ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustees Jefferey Hodges

Trustee Travis Claybrooks mentioned the following:

- Received letter of resignation from Cornelius Devine from Public Works
- Job opening posted on our website: Burnham-il.gov- requires a CDL

## **ORDINANCE, RESOLUTION, AND PLANNING:**

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Travis Claybrooks to approve the bid to D Construction, Inc in the amount of \$212,614.70, which was reviewed with other bids received on October 19, 2022 for the Torrence Multi-Path.

### **ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustees Jefferey Hodges

**FINANCE: None**

**PUBLIC UTILITIES:**

Trustee Carmella Richardson mentioned the following:

- Daylight saving on November 6<sup>th</sup> -a reminder to change your batteries on smoke detectors
- Marshmallow Roasting and Treats on Oct 28<sup>th</sup> 6 p.m. to 8 p.m. at Village Hall Parking Lot
- Burnham Toy Drive accepting donations of new unwrapped toys for our local children in our community-Saturday Nov 5<sup>th</sup> through Saturday, December 10<sup>th</sup> at the Village Hall

**PARKS AND RECREATION: None**

**PRESENTATION OF PETITIONS:** Stanley Pagorek Proclamation

**COMMUNICATIONS, MEMORIALS,  
AND REMONSTRANCES: None**

**UNFINISHED BUSINESS: None**

**NEW BUSINESS:**

1. Motion made by Trustee Carmella Richardson and seconded by Trustee Graciela Garcia to approve the reschedule of the Regular Board Meeting of the President and Board of Trustees of the Village of Burnham from Tuesday, November 8, 2022 to Thursday, November 10, 2022 at 7 p.m. at the Village Hall Court Room.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustees Jefferey Hodges

**ADJOURNMENT:**

Motion made by Trustee Travis Claybrooks 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: Trustees Jefferey Hodges

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Village Clerk