

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

Held at  
14450 S. Manistee Avenue  
Burnham, IL 60633  
February 14, 2023

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

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

ABSENT: Trustee Carmella Richardson

Motion made by Trustee Travis Claybrooks seconded by Trustee Jefferey Hodges to approve the regular minutes of January 24, 2023

ROLL CALL:

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

Motion made by Trustee Brenda Greer and seconded by Trustee Jefferey Hodges to open the meeting to the public.

ROLL CALL:

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

John Hajduch had the following comments for the Board:

- Wanted to sign up for the Grandparents Day Event
- Utility invoices not on the website
- Online payments are not available

Gerald Hunter had the following comments for the Board:

- Hajduch payment when it was made
- Would like to know who is designated as the Director of Emergency services and Disaster
- Would like to volunteer for the following jobs for free:
  - Emergency Services and Disaster
  - Environmental Control Officer
  - Police Commissioner

Motion made by Trustee Travis Claybrooks and seconded by Trustee Graciela Garcia to close the meeting to the public.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

**MAYOR'S REPORT:**

- Spring is coming-ask that we keep garbage carts closed to avoid rodents for Public Safety

**CLERK'S REPORT:**

- The passing of Mayor Polk's mother Mrs. Euola Wells
- Clerk's office shall be closed on Monday, February 20th

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

Trustee Brenda Greer mentioned the following:

- CPR Training Classes being offered by Burnham Fire Department-anyone interested in signing up can contact the Clerk's office at 708-862-9150 or come into the office. You can also contact the committee of PUBLIC EDUCATION, HEALTH, SAFETY, AND WELFARE, Trustees Brenda Greer, Carmella Richardson and Jefferey Hodges
- COVID-19 Clinic February 18<sup>th</sup> at Burnham Village Hall-12 p.m. to 4 p.m.
- We will hold a Grandparent's Day on March 5, 2023 at our Community Center from 3 p.m. to 7 p.m.-We would like to honor and acknowledge the grandparents and have a dinner and will have a special guest speaker Dr. Beverly
- Let's be mindful. Support our local businesses.
- License plates for seniors are \$10.00-if you need to apply call 1-800-252-8988
- Moment of silence for the students at Michigan State University
- Sending healing prayers and sharing in your sadness Mayor. I hope you know we are here for you and your family. The loss of a parent is one of life's most challenging moments.

**PUBLIC WORKS AND BUILDINGS:**

Trustee Travis Claybrooks mentioned the following:

- Bucket truck is being serviced

**ORDINANCE, RESOLUTION, AND PLANNING:**

1. Motion made by Trustee Graciela Garcia and seconded by Trustee John Cap Jr. to approve the new Liquor application by Tiger Liquors Inc., a liquor store. The location would be 13755 S. Burnham Ave, Unit F, Burnham, IL 60633.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

**FINANCE:**

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Travis Claybrooks to approve authorizing the payment of this month's bills

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

**PUBLIC UTILITIES:**

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Graciela Garcia to approve authorizing Calumet City Plumbing to provide labor, material, & equipment in order to install a 12" EZ Valve at the above address between the Chicago Meter Vault and the Burnham Pump House. The plumbing contractor (PC) is to excavate in North parkway of the alleyway North of 138th Place in order to expose the 12" water main. Set the required trench shoring. Clean and prep the water main. Install (1) 12" EZ Valve. Check for leaks. Verify the operation of the valve. Install valve box, adjusted to match finished grade. Backfill with existing spoils and stone, compacting in lifts to grade. Maintenance of excavation and final restoration of same to be done by the owner. Installation is scheduled for the Spring of 2023

NOTE: Main to be located by others prior to the start of work.

Material / Spoils Removal / Stone: \$11,900.00

Labor: \$4,100.00

Equipment: \$1,600.00

**Total Cost: \$17,600.00**

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

2. Motion made by Trustee John Cap Jr. and seconded by Trustee Jefferey Hodges to approve authorizing Calumet City Plumbing to provide labor, material, & equipment in order to remove and replace 2-6" Water Meters in the main City of Chicago Feed Vault located near 13730 S Brainard Ave. Plumbing Contractor (PC) to provide 2 - Sensus T-2 flanged meters, ScataMetrics duplexer, and transmitters. Meters are to be delivered to the City of Chicago Water Management office for bench testing prior to installation. Once tested and approved, the Village of Burnham shuts the water off to the vault from the City of Chicago feed, and the water main exiting the vault feeds the Village of Burnham. The existing butterfly valves inside the vault do not have operating handles. The valves may not hold during the meter exchange and will not be operated. PC to cut out old bolts, remove existing meters and strainers and replace them with new ones. Drill existing vault cover to mount transmitters. Install (1) Badger Beacon transmitter for the City of Chicago and (1) Sensus MXU for the Village of Burnham. Duplexer to be mounted inside the vault attached to concrete as high as possible. And to replace all piping and valves at the time of meter exchange: The Piping and valves in the vault are in bad shape. The Butterfly valve handles have rotted off and do not operate. The 10" x 6" flanged bull tees are to remain in place.

Plumbing Contractor (PC) to remove and replace all associated 6" piping, valves, and replace meters. Replace with new flanged gate valves, and flanged spool, provide new pipe stands and install the new water meters.

\$12,205.00 Meters, transmitters, duplexer and gasket packs for the meter install

\$ 9,876.00 Gate valves, spools, pipe stands and Hymax flange adapters

\$12,375.00 Labor

\$ 3,400.00 Equipment and traffic control

**\$37,856.00 Total Cost**

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

**PARKS AND RECREATION:**

Trustee Hodges mentioned the following:

- Yesterday was open gym for Burnham residents at Sandridge Center 10 am to 1 pm
- Sandridge Center will be completed with improvements because of the fire in March
- Black History Program Saturday, February 25<sup>th</sup> 12 pm to 3 p.m. at Sandridge Center
- Low impact aerobics February 25<sup>th</sup> at Community Center 9 a.m. to 10:30 a.m.

**PRESENTATION OF PETITIONS: None**

**COMMUNICATIONS, MEMORIALS,**

**AND REMONSTRANCES:** Moment of silence for Mrs. Wells, Mayor Polk's mother

**UNFINISHED BUSINESS:**

Mayor Polk announced that Supervisor Tiffany Henyard of Thornton Township will be having a Gas Giveaway for Burnham Residents only on Thursday, February 23<sup>rd</sup> at Citgo Gas station from 4 p.m. to 7 p.m.-First Come first serve -must show proof of residency or have a current village window sticker

**NEW BUSINESS:**

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee Brenda Greer to go into closed session.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

1. Motion made by Trustee Graciela Garcia and seconded by Trustee John Cap Jr. to go back into regular session.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

**ADJOURNMENT:**

Motion made by Trustee Travis Claybrooks and seconded by Trustee Jefferey Hodges to adjourn.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Brenda Greer and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Carmella Richardson

  
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Mayor

  
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Village Clerk