

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

Held at  
14450 S. Manistee Avenue  
Burnham, IL 60633  
June 27, 2023

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 (7:03 p.m.), Travis Claybrooks, Mayor Robert E. Polk, Village Clerk Lus E. Chavez and Village Attorney Stanley Pagorek  
ABSENT: None

Motion made by Trustee Jefferey Hodges seconded by Trustee John Cap Jr. to approve the regular minutes of June 13, 2023.

ROLL CALL:

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

Motion made by Trustee Graciela Garcia and seconded by Trustee Brenda Greer to open the meeting to the public.

ROLL CALL:

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

Motion made by Trustee Travis Claybrooks and seconded by Trustee Jefferey Hodges to close the meeting to the public.

ROLL CALL:

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

**MAYOR'S REPORT:**

Mayor Polk mentioned the following:

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- Keep garbage carts closed in order to keep rodents and animals away
- Town Hall Meeting to be held in the near future

**CLERK’S REPORT:**

Clerk Chavez mentioned the following:

- Secretary of State Mobile Unit will be at Village Hall on Thursday, June 29<sup>th</sup> 10 a.m. to 2 p.m.
- Village of Burnham Vehicle stickers continue to be on sale and must be displayed by July 1<sup>st</sup>. A \$10.00 late fee after June 30<sup>th</sup> shall be applied
- Clerk’s office shall be closed on Tuesday, July 4<sup>th</sup> in observance of Independence Day

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

1. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to approve the Collective Bargaining Agreement between the Village of Burnham and Illinois Council of Police for the Burnham Police Department from May 1, 2023 – April 30, 2027.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: None

2. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to approve on the hiring of Jeffrey Grandchamp and Costadinos Nomikos for the Village of Burnham Police Community Service Officers.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: None

Trustee Brenda Greer mentioned the following:

- School Supplies distribution will be held on August 4<sup>th</sup> from 4 p.m. to 7 p.m. and August 5<sup>th</sup> from 10 a.m. to 2 p.m. at Village Hall
- Next Covid Clinic will be held on July 15<sup>th</sup> at Community Center from 9 a.m. to 4 p.m.
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**PUBLIC WORKS AND BUILDINGS:**

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee John Cap Jr. to approve the removal and new installation of 2 new DAIKIN Rooftop units plus preventative maintenance on all of our units 10 for a year, 4 visits for the Village of Burnham. In the amount of \$41,500.00

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: None

Trustee Travis Claybrooks mentioned the following:

- We had other bids

\*Mayor mentioned that with the severe storm damage, Public Works will assist with tree trimming

**ORDINANCE, RESOLUTION, AND PLANNING:**

Trustee Graciela Garcia mentioned the following:

1. Job Fair at Community Center held on Wednesday, June 21<sup>st</sup>-15 people were given offers
2. We will be setting up more Job Fairs
- 3.

**FINANCE:**

Trustee John Cap Jr. mentioned that the appropriation meeting will be held tomorrow at 10 am.

**PUBLIC UTILITIES:**

1. Motion made by Trustee Carmella Richardson and seconded by Trustee John Cap Jr .to approve the purchase of a Self-Propelled Lawn Mower to be used at the Water Pump Station not to exceed \$700.00.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: None

**PARKS AND RECREATION:**

Trustee Jefferey Hodges mentioned the following:

1. Open Gyn held on June 24<sup>th</sup> at Sandridge Center 40 young men attended
2. Aerobic dancing July 8<sup>th</sup> at Community Center at 12 p.m.
3. CMPD summer books are available
4. Oak Forest-Open Field June 30<sup>th</sup> at 16310 Central Avenue
5. Garage Sale will be held on Saturday, July 15<sup>th</sup> -Set-up is at 7:30 a.m.
6. Pay attention to your surroundings at all times

**PRESENTATION OF PETITIONS:** None

**COMMUNICATIONS, MEMORIALS,**

**AND REMONSTRANCES:** Clinton O'Banner and Ruben Munoz

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

1. Motion made by Trustee Travis Claybrooks. and seconded by Trustee Graciela Garcia to go into Closed Session per 5ILCS 120/2© (21); 5ILCS 120/2© (11): litigation, 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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: None

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Graciela Garcia to return from Closed Session and per 5ILCS 120/2© (21); 5ILCS 120/2© (11): litigation, 5ILCS 120/2© (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel and go into regular session.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

**ADJOURNMENT:**

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


ROLL CALL:

AYES: Trustees John Cap Jr., Jefferey Hodges, 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