

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

Held at
14450 S. Manistee Avenue
Burnham, IL 60633
September 26, 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, Travis Claybrooks, Mayor Robert E. Polk, Village Clerk Chavez and Village Attorney Stanley Pagorek
ABSENT: None

Motion made by Trustee Travis Claybrooks seconded by Trustee Carmella Richardson to approve the regular minutes of July 25, 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 Jefferey Hodges 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 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, Carmella Richardson and Travis Claybrooks
NAYS: None
ABSTAIN: None
ABSENT: None

MAYOR'S REPORT:

Mayor Polk mentioned the following:

- Flash Flooding had an impact on our community
- Salvation Army donated clean-up buckets for our community
- The Village of Burnham is working with the agencies to try to help our community from the flooding on September 17th
- Town Hall Meeting -Saturday at Burnham School from 10 am to 12 pm pertaining to the future of the Burnham Woods Golf Course

CLERK'S REPORT:

Clerk Chavez mentioned the following:

- Secretary of State of Illinois mobile unit was at Community Center on September 21, 2023, Trustees Brenda Greer, Jefferey Hodges and Carmella Richardson were present, 30 people were served: 12 Driver License renewals-15 ID's-2 ID's under 21-1 CDL renewal
- The Secretary of State of Illinois mobile unit will return on Thursday, November 30th at the Senior Center located at 13925 Entre-10 am to 2 pm

PUBLIC EDUCATION, HEALTH, SAFETY, AND WELFARE:

1. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to strike the motion to hire Sergio Garcia for the position of a Part-Time Village of Burnham Police officer.

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 Travis Claybrooks to approve the purchase of a 2019 RAM 1500 in the amount of \$25,945.00 and a 2019 RAM 1500 in the amount of \$27,945.00. We needed to replace our 2016 RAM 1500 which was totally damaged and needed to be replaced.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

3. Motion made by Trustee Brenda Greer and seconded by Trustee John Cap Jr. to approve the hiring of Brandon Santiago, Joseph Tammen, Dajquan Caldwell, Irvin Perez and Fabian Chavez as the following applicants for the Village of Burnham Fire Department contingent of passing the background check and physicals.

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:

- Gina Munoz Clerk of Circuit Court-New updated services:
 - New improved customer call center
 - Partnered with Illinois justice-Office located at Dunn building you can call 877-529-1093

- Nicor Gas giving a \$250.00 grant towards emergency assistance, a homelessness prevention program, also offering assistance towards the gas bill, support for other basic needs including housing rental and grocery assistance
- Applications are now open for the 2023 Shield of Caring Program Year
- We are taking names for our next CPR classes. If interested, please sign up by leaving your information or calling the Village Hall at 708-862-9150 option 3.
- Thank you to all who attended our last CPR class
- Fire Prevention Week is in October. Open House for Fire Prevention week will be Saturday, October 14th at Village of Burnham Fire House from 10 am to 2 pm, don't forget to purchase your raffle tickets, each ticket is \$10.00
- Make sure your home is equipped with a smoke alarm and carbon monoxide detector
- We have motorists who are driving fast in our Village, they need to slow down and stop at our stop signs
- Our end-of-the-year Community Garage Sale will be Saturday, October 28, 2023, from 11 am to 5 pm at our Community Center. Vendors needed \$40.00
- Village of Burnham and Amvets #43 are working together to raise funds for our Veterans Memorial Fund-Hosting a Spaghetti Diner November 10th All you can eat 4 pm to 8 pm at our Community Center 14020 Torrence Avenue
- The Village of Burnham is also selling Affy Apple to benefit our Veterans Memorial fund at the Village of Burnham Fire Department Open House on October 14, 2023, 11 a.m. to 2 p.m. And CEDA, FHEAP and COVID Clinic will be attending the Open House.
- Other dates for CEDA, FHEAP and COVID Clinic:
 - October 21st -Community Center 12 p.m. to 4 p.m.
 - October 28th -Community Center 11 a.m. to 5 p.m.
 - November 10th-Community Center 4 p.m. to 8 p.m
 - November 30-Senior Center 10 a.m. to 2 p.m.

PUBLIC WORKS AND BUILDINGS:

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee John Cap Jr. to approve the hiring of Kenneth Burton for the Full-Time position in the Village of Burnham Public Works Department, is contingent on acquiring a current Illinois CDL license and passing the drug test

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 for Public Works:

- One can apply for drain and sewer insurance

ORDINANCE, RESOLUTION, AND PLANNING:

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Carmella Richardson to approve revoking the new business application by Custom Coach Cars LLC, for office use only. Located at 14532 S Torrence Avenue, Burnham, IL 60633, which was subject to the property being cleaned up and the removal of all the vehicles that are abandoned on the property.

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 Graciela Garcia and seconded by Trustee John Cap Jr. to approve on new business license for Shri Umiya Beauty LLC to be located at 13755 S Burnham Avenue, Unit D.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

3. Motion made by Trustee Graciela Garcia and seconded by Trustee John Cap Jr. to approve on RESOLUTION NUMBER: 2023-R-009 A RESOLUTION FOR AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF BURNHAM AND MUNICIPAL COLLECTIONS OF AMERICA, INC. IN ORDER TO PROVIDE AN EFFECTIVE COLLECTION PROCESS OF VILLAGE FINES AND CERTAIN DEBTS DUE THE VILLAGE OF BURNHAM, ILLINOIS 60633-0000

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

FINANCE:

1. Motion made by Trustee John Cap Jr. and seconded by Trustee Jefferey Hodges to approve on authorize the payment of last month's bills and this month's bills

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

PUBLIC UTILITIES:

1. Motion made by Trustee Carmella Richardson and seconded by Trustee Travis Claybrooks to approve the hiring of The Lewis Group Inc as the certified operator for the Village of Burnham Water Department.

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:

- Flooding affected the parks
- Cottage Park still has water deep in the grassy area
- Looking into after-school programs

PRESENTATION OF PETITIONS: None

COMMUNICATIONS, MEMORIALS,

AND REMONSTRANCES: Moment of silence for the Rolon Family of Romeoville, the husband was raised here in Burnham. And a moment of silence for Richard Kaminski, he was a resident and had retired as our Village Electrical Inspector

UNFINISHED BUSINESS: None

NEW BUSINESS: Mayor Polk announced that one of our residents Ms. Lorenz from Goodrich would turn 99 years old on Thursday, September 28th and we would have a motorcade in her honor

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Jefferey Hodges to request 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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: None

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee John Cap Jr. to request to 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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: None

ADJOURNMENT:

Motion made by Trustee Graciela Garcia and seconded by Trustee Jefferey Hodges 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



Village Clerk



Mayor