

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

Held at
14450 S. Manistee Avenue
Burnham, IL 60633
November 28, 2023

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

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

ABSENT: Trustee Graciela Garcia

Motion made by Trustee Travis Claybrooks and seconded by Trustee Carmella Richardson to approve the regular minutes of November 14, 2023.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

Motion made by Trustee Travis Claybrooks and seconded by Trustee Carmella Richardson to approve the special minutes of November 1, 2023 and November 16, 2023.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

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

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

- Mr. Yates asked about FEMA in regard to September 17, 2023 flooding
*Mayor responded that less than two weeks for a response

Motion made by Trustee Jefferey Hodges and seconded by Trustee John Cap Jr. to close the meeting to the public.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

MAYOR'S REPORT:

Mayor Polk mentioned the following to the residents

- Hoped everyone had a nice Thanksgiving
- Rake leaves to the parkway
- Electronic Disposal Day was held on Friday, November 24th and Saturday, November 25th
- Do not place any televisions or electronics in the garbage, Homewood Disposal will not pick them up

CLERK'S REPORT:

Clerk Chavez mentioned the following to the residents:

- The Secretary of State Mobile unit will be at the Senior Center 13925 Entre Ave. on Thursday, November 30th – 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 approve Eric Rodriguez and Terrell Borum becoming Part-Time Village of Burnham Police officers.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

2. Motion made by Trustee Brenda Greer and seconded by Trustee Claybrooks to approve hiring Marcus Love for the Village of Burnham Police Community Service Officers.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

Trustee Brenda Greer mentioned the following:

- Sign up for Code Red
- AMVETS Post #43 and the Village of Burnham are continuing to work towards the Memorial Wall -cos of at least \$50,000.00-Thank you for your continued support
- Available-Honor Flight Chicago Veteran Application
- Toy Drive ends December 11th
- Vendorama is December 9th 10 am to 5 p.m. \$40.00 is the fee
- On December 9th at Community Center-Free COVID testing and IHEP will attend
- AMVETS Post #43 Annual Craft Fair December 10th 10 am to 3 pm

PUBLIC WORKS AND BUILDINGS:

1. Motion made by Trustee Travis Claybrooks and seconded by Trustee Carmella Richardson to approve hiring Zaeden Carranza for the Full-Time position in the Village of Burnham Public Works Department, passing the drug test.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

Trustee Travis Claybrooks mentioned the following:

- Thanked residents for raking the leaves to the parkway
- Leaf Collector is being fixed at this time

ORDINANCE, RESOLUTION, AND PLANNING: None

FINANCE: None

PUBLIC UTILITIES:

1. Motion made by Trustee Carmella Richardson and seconded by Trustee Travis Claybrooks to approve the following Calumet City Plumbing outstanding total balance of invoices of \$38,300.75 which are listed below:
 - 1) 8/31/23-Sewer sinkhole located 14535 Saginaw Ave.-\$11,990.00
 - 2) 10/24/23-Sewer sinkhole located Chippewa & Burnham Ave.-\$5,020.75
 - 3) 11/18/23-Water main break located 2933 E. 138th Pl.-\$4,430.00
 - 4) 11/11/23-Water main break located 2813 E. 138th Pl.-\$8,865.00
 - 5) 11/14/23-Water main break located 14227 S. Mackinaw-\$7,995.00

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia

Trustee Carmella Richardson mentioned the following:

- ComEd is issuing new account numbers next year

PARKS AND RECREATION:

Trustee Jefferey Hodges mentioned the following:

- CMPD Breakfast with Santa December 16th
- Village of Burnham is holding a Toy Drive-unused toys-collecting up to the week before Christmas.
- Thanked Trustee John Cap Jr. for the shopper paper he distributed to all showing the Veterans Spaghetti fundraiser that was held on November 10th at the Community Center.

PRESENTATION OF PETITIONS:

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

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT:

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

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Graciela Garcia



Village Clerk



Mayor