

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

Held at
14450 S. Manistee Avenue
Burnham, IL 60633
December 12, 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 Lus Chavez and Village Attorney Stanley Pagorek

ABSENT: None

Motion made by Trustee Travis Claybrooks and seconded by Trustee Jefferey Hodges to approve the regular minutes of November 28, 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 Carmella Richardson 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

- Michael Clay introduced himself to The President and Board of Trustees
- Maria Rosales commented regarding Village Hall not having a working water fountain.

Motion made by Trustee Carmella Richardson and seconded by Trustee Travis Claybrooks 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 to the residents

- Families that signed up for a Holiday Basket will be contacted
- FEMA's last day at Community Center will be December 16th
- Have a Merry Christmas
- Village will have more concentration on our vacant properties next year

CLERK'S REPORT:

Clerk Chavez mentioned the following to the residents:

- The Secretary of State Mobile unit held at our Senior Center on November 30th had the following applicants:
 - 13-DL 3 Real ID
 - 15-State ID 2 Real ID
 - 1Real CDL
- 2 DL Look ups
- 9- Vehicle stickers 34 Drivers Issued
- Sign up for CODE RED
- Holiday Hours for Clerks Office
 - Friday, December 22nd open 9 am to 12 pm
 - Closed, Monday December 25th
 - Friday, December 29th open 9 am to 12 pm
 - Closed, Monday January 1st

PUBLIC EDUCATION, HEALTH, SAFETY, AND WELFARE:

1. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to approve on hiring Malik Shaikhali for the position of Auxiliary Officer for the Village of Burnham Police 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

2. Motion made by Trustee Brenda Greer and seconded by Trustee Jefferey Hodges to approve on hiring Jason Jackson for the position of Auxiliary Officer for the Village of Burnham Police 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

3. Motion made by Trustee Brenda Greer and seconded by Trustee Carmella Richardson to approve on hiring Michael Roe for the position of Community Service Officer for the Village of Burnham Police 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

Trustee Brenda Greer mentioned the following:

- November Calls
13 Fire Calls 9 day 4 night
41 Ambulance Calls 27 day 14 night
- Thanked everyone for donating to the Toy Drive
- Vendrorama was canceled to have FEMA assist the residents from the flood of September 17th
- See something say something-non-emergency number is 708-891-2122
- Thanked everyone who participated in our Electronic Disposal Day
- 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
- AMVETS Post #43 Annual Craft Fair was held on December 10th and thanked everyone for supporting AMVETS Post #43

PUBLIC WORKS AND BUILDINGS:

Trustee Travis Claybrooks mentioned the following:

- The Public Works fleet has been maintained for the winter
- New heaters were installed at the Public Works building
- The Mentor program with 8th-grade students from Burnham School went very well the other day

ORDINANCE, RESOLUTION, AND PLANNING:

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Travis Claybrooks to approve ORDINANCE NO. 2023-O-006 MALLEY'S SUBDIVISION ORDINANCE APPROVING A FINAL PLAT OF SUBDIVISION FOR 14559 SOUTH TORRENCE AVENUE, VILLAGE OF BURNHAM, COOK COUNTY, STATE OF ILLINOIS 60633

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 Jefferey Hodges to approve RESOLUTION NO. 2023-R-014 A RESOLUTION DECLARING A CERTAIN REAL ESTATE VACANT PARCELS 29-01-417-021-0000, 29-01-417-022-0000, 29-01-417-023-0000 AND 29-01-417-024-0000 SURPLUS AND AUTHORIZING THE SALE OF SAID FOUR VACANT LOTS REAL ESTATE COMMONLY KNOW AS 14532 SOUTH TORRENCE AVENUE, BURNHAM, COOK COUNTY, ILLINOIS.

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 Jefferey Hodges to table to next meeting the ORDINANCE NO. 2023-O-007 SALE OF 14532 SOUTH TORRENCE AVENUE, FOUR VACANT PARCELS 29-01-417-021-0000, 29-01-417-022-0000, 29-01-417-023-0000 AND 29-01-417-024-0000 AN ORDINANCE AUTHORIZING THE TRANSFER OF PROPERTY COMMONLY KNOWN AS 14532 SOUTH TORRENCE AVENUE, BURNHAM, COOK COUNTY, ILLINOIS.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

4. Motion made by Trustee Graciela Garcia and seconded by Trustee Jefferey Hodges to approve ORDINANCE NO. 2023-O-008 AN ORDINANCE ADOPTING AND APPROVING AN EMPLOYEE MANUAL FOR THE VILLAGE OF BURNHAM, COOK COUNTY, ILLINOIS

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: None

5. Motion made by Trustee Graciela Garcia and seconded by Trustee Travis Claybrooks to approve ORDINANCE NO. 2023-O-010 AN ORDINANCE AMENDING THE VILLAGE OF BURNHAM ORDINANCE NO. 2023-O-005 ENTITLED AN ORDINANCE ESTABLISHING THE SALARIES OF ELECTED OFFICIALS, APPOINTED OFFICIALS, LOCAL LIQUOR CONTROL COMMISSIONER, MEMBERS OF THE POLICE DEPARTMENT, MEMBERS OF THE FIRE DEPARTMENT, AND OTHER EMPLOYEES OF THE VILLAGE OF BURNHAM, COOK COUNTY, ILLINOIS

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 Travis Claybrooks to approve the Village of Burnham's aggregated Levy for 2023 for compliance with the Truth in Taxation Law as being \$4,562,000.00. The aggregated amount was determined based on the 2022 Agency Tax Rate Report for the Extension Grand Total of \$4,344,540.00, multiply the amount by 105% and round off the amount.

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 John Cap Jr. and seconded by Trustee Brenda Greer to approve ORDINANCE NO.2023-O-009 AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2023 AND ENDING APRIL 30, 2024 OF THE VILLAGE OF BURNHAM, COOK COUNTY, ILLINOIS, 60633-2081.

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 John Cap Jr. and seconded by Trustee Carmella Richardson to approve on authorize the payment of this and last 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

Trustee John Cap Jr. mentioned that IDOT repaired the guard rail on the Burnham Avenue overpass.

PUBLIC UTILITIES:

Trustee Carmella Richardson mentioned the following:

- CUBS police the public utilities
- Recommend the rate alternative energy

PARKS AND RECREATION:

Trustee Jefferey Hodges mentioned the following:

- CMPD Breakfast at Sandridge with Santa December 16th at 10 am
- Thanked everyone for supporting the Toy Drive
- CMPD 12/17/23 Christmas Movie 2 pm to 6 pm at Sandridge
- Thanked everyone for supporting the Mentor program

PRESENTATION OF PETITIONS:

Everyone thanked Trustee Jefferey Hodges for working with our Youth Community

**COMMUNICATIONS, MEMORIALS,
AND REMONSTRANCES:** Mr. Jessie Thurson

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Motion made by Trustee Carmella Richardson and seconded by Trustee Travis Claybrooks approve on authorizing the canceling of the scheduled Board Meeting of December 26, 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

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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: None



Village Clerk



Mayor