

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

Held at  
14450 S. Manistee Avenue  
Burnham, IL 60633  
March 12, 2024

Mayor Robert E. Polk called the meeting to order at 7:02 p.m.

PRESENT: Trustees John Cap Jr., Jefferey Hodges, Graciela Garcia, Carmella Richardson, Travis Claybrooks, Mayor Robert E. Polk and Village Clerk Lus Chavez

ABSENT: Trustee Brenda Greer

Motion made by Trustee Jefferey Hodges and seconded by Trustee Carmella Richardson to approve the regular minutes of February 27, 2024.

ROLL CALL:

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

NAYS: None

ABSTAIN: Trustee John Cap Jr., Graciela Garcia

ABSENT: Trustee Brenda Greer

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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

Jacqueline Cosby mentioned the following:

- Children have damaged her vehicle and other vehicles on the block of 141<sup>st</sup> Bensley with mini motorcycles, rocks and balls

\*The mayor instructed the Police Department to look into this issue

Natalie Dillard mentioned the following:

- She is a resident of Dolton, the residents of Dolton are planning a rally and are asking surrounding towns for support.

Motion made by Trustee Carmella Richardson and seconded by Trustee Jefferey Hodges to close the meeting to the public.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

**MAYOR'S REPORT:**

Mayor Polk mentioned the following:

- Spring is around the corner
- Do not place yard waste in plastic bags only biodegradable bags-they will not be picked up in plastic bags
- Village will be hosting in the coming future a Gospel and Jazz Fest

**CLERK'S REPORT: None**

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

1. Motion made by Trustee Carmella Richardson and seconded by Trustee Jefferey Hodges to approve the hiring of Darnell Shelton as Part-Time Village of Burnham Police Officer.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

2. Motion made by Trustee Carmella Richardson and seconded by Trustee John Cap Jr. to approve the purchase of a new Thermal Imaging Camera for the Burnham Fire Department not to exceed the amount of \$3,100.00, due to the purchase price being \$2,999.00.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

**PUBLIC WORKS AND BUILDINGS:**

Trustee Travis Claybrooks mentioned the following:

- Public Works have been grading alleys
- Street sweeper required to be fixed yesterday-hoper needed to be replaced
- Public Works has been doing basic cleaning in the Village
- Public Workers can be recognized as first responders
- National Public Works Week is May 19, 2024 to May 25, 2024

\*Mayor asked the residents to pick up after their pet.

**ORDINANCE, RESOLUTION, AND PLANNING:**

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Jefferey Hodges to approve Resolution No. 2024-R-001 2024 CDBG CAPITAL IMPROVEMENT ROADWAY RESURFACING GREENBAY AVE. FROM 141<sup>ST</sup> ST. TO 140<sup>TH</sup> ST. MACKINAW AVE. FROM 142<sup>ND</sup> ST. TO 141<sup>ST</sup> ST. MACKINAW AVE. FROM 141<sup>ST</sup> ST. TO GREENBAY AVE. COMMUNITY DEVELOPMENT BLOCK GRANT.

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

**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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

**PUBLIC UTILITIES:**

Trustee Carmella Richardson mentioned the following:

Burnham Fire and Medical Report:

February Calls	10- Fire Calls	8-day	2-night
	74-Ambulance Calls	49-day	25-night

**PARKS AND RECREATION:**

Trustee Jefferey Hodges mentioned the following:

- Working with CMPD-CMPD Easter Hunt March 30<sup>th</sup>-12 pm at Burnham Park
- Wilder
- Veterans Fundraiser for a Burnham Memorial-\$100.00 brick engraved-AMVETS #43 working in partnership with the Village of Burnham

**PRESENTATION OF PETITIONS: None**

**COMMUNICATIONS, MEMORIALS,**

**AND REMONSTRANCES:** Moment of silence for Mr. Zurek from Yates

**UNFINISHED BUSINESS: None**

**NEW BUSINESS:**

1. Motion made by Trustee Graciela Garcia and seconded by Trustee Carmella Richardson 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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

1. Motion made by Trustee Jefferey Hodges and seconded by Trustee John Cap Jr. to come out of 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, Carmella Richardson and Travis Claybrooks

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

2. Motion made by Trustee Travis Claybrooks and seconded by Trustee Carmella Richardson. to go back into regular session

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

**ADJOURNMENT:**

Motion made by Trustee Carmella Richardson and seconded by Trustee Graciela Garcia to adjourn.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: Trustee Brenda Greer

  
\_\_\_\_\_  
Village Clerk

  
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Mayor