

1 **EXECUTIVE SESSION WITH THE NEED TO RECONVENE:**

2  
3 To Discuss Matters of Collective Bargaining According to the Open Meetings Act, Section  
4 5ILCS120/2(c)(2); To Discuss Matters of Land Acquisition According to the Open Meetings  
5 Act, Section 5ILCS120/2(c)(5); and to Discuss Matters of Personnel According to the Open  
6 Meetings Act, Section 5ILCS120/2(c)(1).

7 **Motion by Trustee Pennington, Second by Trustee Oliver to go into Executive Session at**  
8 **6:18 P.M. to Discuss Matters of Collective Bargaining According to the Open Meetings Act,**  
9 **Section 5ILCS120/2(c)(2); To Discuss Matters of Land Acquisition According to the Open**  
10 **Meetings Act, Section 5ILCS120/2(c)(5); and to Discuss Matters of Personnel According to**  
11 **the Open Meetings Act, Section 5ILCS120/2(c)(1).**

12 **Roll Call:                   Ayes (6-0)                   Motion Carried.**

13  
14 **RETURN TO OPEN SESSION:**

15  
16 **Motion by Trustee Pennington, Second by Trustee Oliver to Return to Open Session at**  
17 **7:19 P.M.**

18 **Roll Call:                   Ayes (6-0)                   Motion Carried.**

19  
20 **(The Board Meeting Commenced at 7:25 P.M.)**

21  
22 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**  
23 **MEETING OF THE BOARD OF TRUSTEES**  
24 **Held on May 19, 2021**

25  
26 Due to the COVID-19 pandemic, this Board Meeting is being conducted remotely via  
27 teleconference. The Regular Meeting of the Board of Trustees scheduled for Monday, May 17<sup>th</sup>,  
28 2021, was rescheduled due to a scheduling conflict. The Regular Meeting of the Board of  
29 Trustees was held on Wednesday, May 19<sup>th</sup>, 2021. The meeting was called to order by Village  
30 President Sterling M. Burke at 7:25 P.M.

31  
32 Village President Burke stated that he wanted to apologize to anyone else who was waiting for us  
33 to get started. We had an Executive Session. We had a lot of good questions and discussion. We  
34 had a technical glitch at the beginning that caused us to lose about 15-minutes. It went a little bit  
35 longer than what we wanted. Kelvin has already heard this. He will join us. So, in the name of  
36 saving some time, I am going to go ahead and read the Declaration. (Trustee Oliver joined the  
37 meeting).

38  
39 Village President Burke stated that beginning in March 2020, the Governor of Illinois issued a  
40 series of State-wide Disaster Declarations related to public health concerns. Those declarations  
41 remain in effect. As the head of this body, I have determined that an in-person meeting, or a  
42 meeting otherwise conducted in accordance with the Open Meetings Act is neither practical nor  
43 prudent because of this disaster. This meeting will be conducted by internet teleconference  
44 without the physical presence of a quorum. Prior to the commencement of this meeting, all  
45 members of this body will verify that they can hear one another. I further find that the physical  
46 presence of members of the public is not feasible at this meeting due to the disaster, and more

1 specifically, the practical difficulties associated with accommodating the public in an accessible,  
2 hygienic location that allows for appropriate social distancing.

3  
4 Alternative arrangements have been made to allow the public to contemporarily hear all  
5 discussion and roll call votes, live via conference call. The call-in number is available on the  
6 agenda. Notice of the arrangements have been given in accordance with the Open Meetings Act.  
7 The public may address this body consistent with the rules previously adopted and recorded, and  
8 adopted by the Village President’s Order.

9  
10 Village President Burke stated that we have developed an informal protocol where the Board  
11 Members can speak, and then when they are done speaking say, “I yield,” so that we are not  
12 talking all over each other. The amendment to the Open Meetings Act requires that we allow the  
13 public to observe the meeting. We gave people the opportunity to send us comments up until 3  
14 o’clock, and as of 3 o’clock today we do not have any comments. It does not require the public  
15 to be given an opportunity to participate in the meeting. However, it is our Board policy to give  
16 the public an opportunity to present comments to the Board which they had the opportunity to  
17 do. With that in mind, the public was given the opportunity to submit comments by email.

18  
19 Village President Burke stated that we are recording this meeting. A copy of the completed  
20 Minutes will be posted on our website when approved. All votes shall be conducted by roll call  
21 and a verbatim record of this meeting shall be made and maintained in accordance with the Open  
22 Meetings Act. Village Administrator Saenz is physically present at our regular meeting location.

23  
24 Present: Trustees – Watkins, Oliver, Pennington, Finley, Blackwell, and White  
25 Village President Sterling M. Burke  
26 Village Administrator/Deputy Village Clerk, Cynthia Saenz

27  
28 Absent: None.

29  
30 Village President Burke asked Village Administrator/Deputy Village Clerk Cynthia Saenz to call  
31 the roll. Village Administrator/Deputy Village Clerk Cynthia Saenz proceeded with the roll call.  
32 Present were: Trustee White, yes; Trustee Finley, yes; Trustee Blackwell, here; Trustee  
33 Pennington, present; Trustee Oliver, present; Trustee Watkins, here; Village President Burke,  
34 here. We also have in attendance, Acting Chief Morgan, here; Building Commissioner John  
35 McDonnell, here; Public Works Director Jim Landini, here; Finance Director Betty Zigras, here.  
36 And our Court Reporter Faith Stine, here. And I am the Village Administrator/Deputy Village  
37 Clerk, Cynthia Saenz. Village President Burke inquired whether or not John Murphey moved  
38 over with us. Village Administrator Saenz stated that he had another meeting at 7:00 P.M.

39  
40 **APPROVAL OF MINUTES:**

41  
42 **Motion by Trustee Watkins, Second by Trustee Pennington to Dispense with the Reading**  
43 **of the Minutes of the April 19<sup>th</sup>, 2021, Board Meeting; and to Approve the Minutes of the**  
44 **April 19<sup>th</sup>, 2021, Board Meeting as Presented.**

45 **Roll Call: Ayes (4) (Trustees Blackwell and White Abstained) Motion Carried.**

46

1 (Trustee Blackwell and Trustee White abstained because they were not present at the last Board  
2 Meeting).

3  
4 **BILLS FOR APPROVAL:**

5  
6 **May Bills for Approval - \$456,437.71 –**

7  
8 **Motion by Trustee Pennington, Second by Trustee Finley to Approve the Bills for May**  
9 **2021 in the Amount of \$456,437.71.**

10 **Roll Call:                   Ayes (6-0)   Motion Carried.**

11  
12 **ADMINISTRATIVE REPORTS:**

13  
14 **Report of the Village President:**

15  
16 **Congratulations to the New Trustees and to Trustee Oliver** - Village President Burke stated  
17 that he wanted to congratulate everyone who participated in the election. We all are public  
18 servants and speaking to what is best for our community. We now have two new Board  
19 Members, and two that retired. Village President Burke welcomed Trustee Howard White and  
20 Victor Blackwell to the Board. Village President Burke congratulated Trustee Oliver for being  
21 re-elected.

22  
23 At our first opportunity to have a meeting in person, and it looks like we may be able to do that  
24 in June, we will have an opportunity for people to attend the meeting and the newly elected  
25 people will have an opportunity to speak to the public and get acquainted.

26  
27 We had a COVID swearing-in, where each individual person who got newly elected had nine  
28 people that they could invite, and that was done a little over a week ago. It was not a public  
29 event. We will try to do something in public, hopefully at the next meeting.

30  
31 **Proclamations for Trustee Cassandra Matz & Trustee Janice Thomas** – Village President  
32 Burke stated that he has a Proclamation for the two outgoing Trustees. He sent them a personal  
33 letter. We had a plaque of appreciation for both of them. The first Presidential Proclamation is  
34 for Trustee Cassandra J. Matz. It reads as follows:

35  
36 **PRESIDENTIAL PROCLAMATION**  
37 **Trustee Cassandra J. Matz**

38  
39 **“WHEREAS**, Trustee Cassandra J. Matz was elected Trustee for the Village of Olympia  
40 Fields in 2017 after being appointed in January of 2017, and;

41  
42 **WHEREAS**, Trustee Matz has been a resident of the Village of Olympia Fields for over  
43 27 years, and;

44  
45 **WHEREAS**, Trustee Matz served with distinction as Trustee Liaison for the Public  
46 Works Department and the Olympia Fields Park District, and;

1           **WHEREAS**, Trustee Matz served with integrity, dedication, commitment to Olympia  
2 Fields residents as well as surrounding communities, and;

3  
4           **WHEREAS**, Trustee Matz devoted commitment and determination to the residents of  
5 Olympia Fields and Village employees during the pandemic by coordinating with the Illinois  
6 Department of Public Health and the FCHC to organize a COVID-19 vaccination event in March  
7 of 2021, and;

8  
9           **NOW, THEREFORE, BE IT RESOLVED** that I, Village President Sterling M. Burke and the  
10 entire Board of Trustees hereby bestow the Presidential Honor of Distinguished to Trustee  
11 Cassandra J. Matz for her leadership, commitment and dedication to enhance the Village’s  
12 Quality of Life.

13  
14 Dated this 19<sup>th</sup> day of May 2021.” Village President Burke stated that a plaque and this  
15 Proclamation is currently being delivered to Trustee Matz. When you see her, please  
16 congratulate her on her service that she provided.

17  
18 Village President Burke stated that he also has a Presidential Proclamation for Trustee Janice  
19 Thomas. It reads as follows:

20  
21                                   **PRESIDENTIAL PROCLAMATION**  
22                                   **Trustee Janice Thomas**

23  
24           **“WHEREAS**, Trustee Janice Thomas was elected Trustee for the Village of Olympia  
25 Fields in April of 2017, and;

26  
27           **WHEREAS**, Trustee Thomas has been a resident of Olympia Fields for over 7 years,  
28 and;

29  
30           **WHEREAS**, Trustee Thomas served with distinction as Liaison to the Human Resources  
31 Committee and the Police Pension Board, and;

32  
33           **WHEREAS**, Trustee Thomas contributed her knowledge and background of more than  
34 24 years of government experience as Metra Chief of Staff to assist the Village as the Human  
35 Resources Liaison, and;

36  
37           **WHEREAS**, Trustee Thomas provided the Village with insightful guidance with regards  
38 to policy and oversight of several major Village initiatives; with the completion of the Employee  
39 Personnel Manual and assistance with negotiations of the clerical union contract, and;

40  
41           **NOW, THEREFORE, BE IT RESOLVED** that I, Village President Sterling M. Burke and the  
42 entire Board of Trustees hereby bestow the Presidential Honor of Distinguished to Trustee Janice  
43 Thomas for her leadership, commitment and dedication to enhance the Village’s Quality of Life.

44  
45 Dated this 19<sup>th</sup> day of May 2021.” Village President Burke stated that there will be a plaque,  
46 along with this Proclamation and letter to go to Trustee Matz and Trustee Thomas.

47

1 Village President Burke stated at the last meeting we announced that Judge Savage is leaving us  
2 as the Clerk. She has a new job with the Governor, working on the Parole Board. So, we've lost  
3 her. We are getting ready, and have lost another person that with the Village, and that is Trinette  
4 Britt-Johnson. She has resigned as the Village's Economic Development Consultant. She will  
5 remain as the Co-chair with the Economic Development Commission. She has taken a new job  
6 working for Calvin Jordan as the Administrative Director for Rich Township. She will basically  
7 have Cindy's job for all of Rich Township. He stated that she will probably be with us at the next  
8 meeting. When you see Trinette, let her know that you appreciate the things that she has done.  
9 She is moving up to another job.

10

11 **Ordinance #2020-10** – An Ordinance Amending Section 17-16 of the Olympia Fields Village  
12 Code [First & Second Reading] – Village President Burke stated next is an Ordinance that has to  
13 deal with the Police Chief. It changes the wording in our Code of Ordinance. This new Code of  
14 Ordinance, Section 17-16, “Establishment of Police Department” is being updated.

15

16 “There is hereby established a police department which shall consist of a Chief of Police and  
17 such additional police officers as may from time to time be appointed. The President, with the  
18 advice and consent of the Board of Trustees, shall appoint the Chief of Police and the Deputy  
19 Chief of Police. The President may employ such additional police officers as the Board of  
20 Trustees may deem necessary. The President, with the advice and consent of the Board of  
21 Trustees, shall create any necessary command positions in the police department, and the  
22 President, with the advice and consent of the Board of Trustees, shall make appointments to  
23 those positions. The appointment of the Chief of Police and the Deputy Chief of Police shall not  
24 exceed the term of office of the President making such appointment but shall continue until a  
25 successor shall have been appointed and qualified. The President and the Board of Trustees shall,  
26 except as provided in this code, retain the authority to promote, discipline, and discharge all  
27 employees of the police department. In cases of emergency, the Chief of Police, with the  
28 approval of the President, shall have the power to appoint police officers for temporary purposes.  
29 The effective date of this Ordinance shall be in full force and effect immediately upon its passage  
30 and approval.”

31 **Motion by Trustee Oliver, Second by Trustee Finley to Waive in First Reading and**  
32 **Approve in Second Reading Ordinance No. 2020-10, An Ordinance Amending Section 17-**  
33 **16 of the Olympia Fields Village Code.**

34 **Roll Call: Ayes (6-0) Motion Carried.**

35

36 **Resolution #2021-04** – A Resolution Approving a Collective Bargaining Agreement (MAP  
37 Public Works Chapter #789 – May 1, 2019 – April 30, 2023) – Village President Burke stated  
38 next on the agenda is a Resolution approving the Collective Bargaining Agreement (MAP Public  
39 Works Chapter #789 – May 1<sup>st</sup> 2019. This is for Public Works that we had our Executive Session  
40 on.

41 **Motion by Trustee Watkins, Second by Trustee Pennington to Approve Resolution No.**  
42 **2021-04, A Resolution Approving a Collective Bargaining Agreement (MAP Public Works**  
43 **Chapter #789 – May 1, 2019 through April 30, 2023).**

44 **Roll Call: Ayes (6-0) Motion Carried.**

45

46

1 **Authorization for the Village President to Execute a Commercial Real Estate Agreement**  
2 **Between the Village of Olympia Fields and MB797, LLC for the property at 20000**  
3 **Governors Highway, Olympia Fields, IL 60461** – Village President Burke stated that next on  
4 the agenda is authorization for the Village President to Execute a Commercial Real Estate  
5 Agreement between the Village of Olympia Fields and MB797, LLC for the property at 20000  
6 Governors Highway, Olympia Fields, Illinois, 60461.

7 **Motion by Trustee Oliver, Second by Trustee Pennington to Authorize the Village**  
8 **President to Execute a Commercial Real Estate Agreement Between the Village of Olympia**  
9 **Fields and MB797, LLC for the purchase of the property located at 20000 Governors**  
10 **Highway, Olympia Fields, IL 60461, in the amount of Fifty Thousand Dollars (\$50,000.00).**

11 **Roll Call: Ayes (6-0) Motion Carried.**

12

13 **Report of the Village Administrator:**

14

15 **Extension of the Computer Services Agreement Between the Village of Olympia Fields and**  
16 **Spectrum Computer Service for a Period of 90-Days** – Village Administrator Saenz stated  
17 that what you have before you as our next action item is an extension of the IT Computer  
18 Consultant Services Agreement. In your packet you have the agreement that was approved in  
19 2019. We approved a three-year agreement. That agreement has expired as of April 2021.

20

21 One of the discussions that we had during the budgeting process was that we have come to  
22 determine that we need additional IT support here at the Village. Because of COVID, we have  
23 not had the opportunity to get back together to have that discussion for her to present the  
24 information to state her case. What we have agreed to do, is to give us some time to get that  
25 meeting scheduled, our Budget meeting, so that we can make whatever amendments we need to  
26 make. We are extending the current contract as it stands today for an additional 90-days to allow  
27 us time to discuss and make a decision for the future, whether we want this to evolve into a full-  
28 time position, or just keep it as a consulting position.

29

30 Trustee Pennington inquired whether or not we actually need 90-days. Can we do it within 60-  
31 days?

32

33 Village Administrator Saenz stated that we probably could do it in 60-days. The 90-days was a  
34 safeguard. We're hoping that we are going to be able to open up on June 11<sup>th</sup>. That's the target  
35 date for our reopening out of this bridge phase with the State of Illinois. In the event there was an  
36 issue or a problem, we just wanted that additional cushion. She stated most definitely, if we're  
37 able to do this within 60-days, then that decision would be brought back to the Board and then  
38 the Board could vote on it. We don't have to utilize the entire 90-days if we don't need it.

39

40 Village President Burke inquired how long will it take for us to go through the analysis and the  
41 letting of the contract for the new ERP System.

42

43 Village Administrator Saenz stated we haven't really started that process. That's another  
44 discussion for the Board, because the presentation was that we hire a consultant to help us  
45 through that because it will be so involved and so intense. She doesn't think that Betty has had  
46 any additional conversations with that consultant. She doesn't think there has been any meetings  
47 with the Treasurer or discussions to move forward.

1 Ms. Zigras stated that all three proposals she had gotten from three consultants that we requested  
2 information on to help us with this new system, they have been forwarded to President Burke  
3 and to Stan King, as well, to review.

4  
5 Village President Burke stated that the reason he is bringing this up is because the extension of  
6 this Computer Services Agreement between the Village and Spectrum, he thinks what needs to  
7 be factored in is how, and what we are going to do with this new ERP System, and what kind of  
8 support services from an IT standpoint will be needed to make the transition and to implement  
9 this new ERP System. He stated Trustee Pennington’s question about 60-days versus 90-days,  
10 the discussion has been what kind of technical expertise might be needed in order to help us  
11 overall with the implementation of that new system.

12  
13 Trustee Pennington stated that with all due respect, it doesn’t seem like anything is going on,  
14 which suggests to him that the 90-days may not be long enough. If there has been no activity  
15 between reviewing of the ERP Proposal, and the principles involved in that, he doesn’t see how a  
16 90-day extension would even work.

17  
18 Village President Burke stated at the moment, it’s necessary, and if it is determined that we need  
19 to extend it more then we can do that. Right now, Spectrum is operating without a contract. The  
20 Village needs to have that contract ratified. If we do 90-days right now, we can always extend it  
21 later. But to do it for an annual, or two-years or whatever, not knowing what is going to be the  
22 outcome of that new system, and what the requirements are going to be, we didn’t think that was  
23 the appropriate thing to do. That’s why we just settled on 90-days. But that 90-days could be  
24 extended further out.

25 **Motion by Trustee Watkins, Second by Trustee Oliver to Authorize the Village President to**  
26 **Execute an Extension of the Computer Services Agreement Between the Village of Olympia**  
27 **Fields and Spectrum Computer Service for a Period of 90-Days.**

28 **Roll Call: Ayes (6-0) Motion Carried.**

29  
30 **American Rescue Plan (ARP) Act 2021** – Village Administrator Saenz stated that the next item  
31 on the agenda, President Burke mentioned this previously, so he stole a little bit of her thunder.  
32 She wanted to update the Board on the American Rescue Plan Act. These are the funds that the  
33 Village will be receiving from the Federal Government that were signed into law by President  
34 Biden on March 11<sup>th</sup>. The funds are part of a stimulus package that amounts to \$1.9 trillion for  
35 various government agencies. She stated of that total, \$130 billion will be allocated to local  
36 government. Olympia Fields is slated to receive \$591,000.00 of that allocation. The allocation is  
37 based on your Census data. They don’t have the 2020 Census numbers out. The calculation was  
38 based on 2019’s data that was given to the Federal Government. We will receive the funds in two  
39 separate distributions. We’re scheduled to receive half of it, which is \$295,000.00 this month.  
40 Hopefully, by the end of the month we will receive those funds. The second distribution will be  
41 given to us 12-months later. We won’t see those funds until 2022. May of 2022 is the anticipated  
42 date. There are specific criteria on how the funds can be spent. The funds have to be allocated by  
43 December 31<sup>st</sup> of 2024, with a projected completion as to the use of those funds by December  
44 31<sup>st</sup> of 2026. There are a few areas that we have identified where the funds can be used. We will  
45 be working with a grant writer so we can ensure compliance, and to seek guidance as it relates to  
46 the eligible projects and whatever restrictions there may be.

47

1 Village Administrator Saenz stated that this is a grant. It will be very important that Betty and  
2 her team keep the necessary records that we do for all customary grants, because receiving these  
3 funds could ultimately trigger a Single Audit for us. As you know, when we go through the  
4 Audit, it's a very long process. When it comes to grants, we have to be very meticulous in how  
5 we spend funds and our recordkeeping, or expenses can be denied.

6  
7 Village Administrator Saenz stated that the guidelines are ever changing, just like anything else  
8 that the Federal Government does. There was one list of guidelines that we were given when this  
9 was announced, and things have already changed along the way. As soon as we receive the  
10 funds, we will report back to the Board. As we go along, we will have discussions because we  
11 have suggestions and ideas for what we think we can use the funds for, but again, that will  
12 require Board approval. There will be quite a bit of discussion as we go along with this particular  
13 program.

14  
15 Village President Burke stated that the Board, the staff, the Directors, spent the first four and a  
16 half months of this year going through the Budget process, and going through the process to  
17 identify our Capital Projects. During that process, we've had several meetings amongst the  
18 Board where we talked about Capital Projects. We had the Budget that we had meetings on. The  
19 Finance Committee went through it. There have been at least 10 meetings on what are the  
20 Village's priorities and allocating the necessary funds to live with those priorities. The Village  
21 right now, is going to be somewhere in the neighborhood of at least \$480,000.00 under our  
22 projected Budget surplus for this year. We used those additional surpluses to fund that Capital  
23 Project. It was voted on unanimously on the Budget, as well as the Capital Projects by the Board,  
24 the Finance Committee, and the Executive Team of the Village. The money that Cindy is talking  
25 about is additional above and beyond what we had planned to do. It is giving us an opportunity  
26 to do some things that we had not thought about doing before. This is all really, really good  
27 news. We are really excited about having these additional dollars.

28  
29 Village President Burke stated that he received at least one email questioning why we didn't do  
30 something with the money from the Feds and the State for stormwater management. He stated  
31 that stormwater management is not an issue in the Village of Olympia Fields. It was not  
32 discussed in our strategy sessions that we went through and approved our Budget. He stated that  
33 asking for stormwater management money was not something that we needed to do. We have  
34 money to do things that we had not asked for, and that's a really, really good thing. He just  
35 wanted to add that on to what Mrs. Saenz said.

36  
37 **Update – South Suburban Land Bank Development Authority (SSLBDA) – Old IRS**  
38 **Building and 3615 Park** – Village Administrator Saenz stated that last month the Board  
39 approved an agreement with the Land Bank so that we could acquire the Old IRS Building in the  
40 Office Park. The actual address is 3615 Park. The transfer of ownership has been completed. The  
41 Land Bank is holding that property for us. She stated for all intent purposes the Village owns that  
42 property. When we originally presented this, there were photos that were shared with the Board.  
43 The building itself is not in very good condition, or at least the first and second floor. There was  
44 a fire in the building. The water sprinklers went off and there is water in the basement. We have  
45 begun working with the Land Bank. She stated that John McDonnell, and Reggi Ford the Code  
46 Enforcement Officer, we have been working with the Land Bank so that we can have the water



1 drained from the basement and the property can dry out. And we can begin assessing exactly  
2 what needs to be done.

3

4 Village Administrator Saenz stated that the Land Bank did assess the property. They said the  
5 building is structurally sound. She stated that President Burke was over there today. She  
6 scheduled a meeting next week with someone that works with the Land Bank, so that we can  
7 meet with them and they can assist us in marketing the property. But again, marketing it the way  
8 that the Village wants to market it, and understanding our vision. Village Administrator Saenz  
9 stated that's really good news for us.

10

11 Village President Burke stated that as he mentioned in the Executive Session, we have planning  
12 and zoning to help us ensure that we protect the nature of the Village. The other way that you  
13 protect the nature of the Village is to acquire land, and we can, so that we can control what can  
14 physically can go on those properties.

15

16 Village President Burke stated that we have gotten several grants that we have been able to  
17 pickup land. Some of these properties are individual lots around the Village. And in this case,  
18 this is a 30,000 square foot building right in the middle of what we want to have as a walkable  
19 venue south in the Office Park. He stated having this piece of property at virtually no cost to the  
20 Village is a step in the right direction to layout and implement some of the things that we want to  
21 do from an economic development standpoint. This is making sure that the right kind of business  
22 goes in, and at the same time it could be something that helps us with our development plans.

23

24 Village Administrator Saenz stated the other thing that she wanted to say about the Land Bank,  
25 the Land Bank helped us acquire this property. They have also worked with us to acquire two  
26 residential homes in the Village that needed some repair work. She stated that Reggi Ford has  
27 been attending virtual Court, working with the Land Bank for 820 Exmoor and 3435 Attica. She  
28 stated that John will give an update on where we are with these properties right now. She wanted  
29 to update the Board on the grant that we had applied for, for these two properties through the  
30 Land Bank. She applied for them back in February. Village Administrator Saenz stated that  
31 Trustee Matz sent her some information for "A Strong Communities Grant." The Land Bank was  
32 going to apply for the grant for any of their members. We applied for the grant for these two  
33 properties. Village Administrator Saenz stated that she found out last week we have been  
34 awarded \$45,000.00 for each property. She stated that \$5,000.00 of those dollars are for  
35 acquisition costs. The Building Department and Code Enforcement now knows the dollar  
36 amount that they have to work with regarding these properties.

37

38 Mr. McDonnell stated that the Village has received confirmation that the grant funds are  
39 approved and we can go ahead and move forward with the repairs. There are two properties that  
40 we have now. On Friday we went to the buildings and took a quick look at them, and decided  
41 that they are both full of water in the basements. We need to get those cleaned out first before we  
42 can do an assessment on the property. Yesterday they were all pumped out. The water was not  
43 pumped into anybody's yard. The Department of Public Works assisted the company that was  
44 doing the pump out. That water went right down the sewer. It didn't go into anybody's yard. It  
45 didn't go on the properties yard. It went right in to the sanitary sewer system. Tomorrow we will  
46 be going into the basements of those properties to assess any structural damage that may be done

1 to the main floors or the foundation of those properties. We will know more about that  
2 tomorrow.

3  
4 Mr. McDonnell stated that we did a first inspection last Friday. The extent of the damage to the  
5 Attica property he believes is pretty severe. He won't know absolutely sure until tomorrow when  
6 he gets into the basement of the property.

7  
8 Mr. McDonnell stated that the Exmoor property appears to be in a lot better shape than the Attica  
9 property. The determination will depend on the main level floor joists that he can view from the  
10 basement and also the foundation walls. As long as those walls haven't shifted, and those floor  
11 joists aren't completely rotted away, that building will be salvageable on Exmoor.

12  
13 **DEPARTMENT HEAD REPORTS:**

14  
15 **Betty Zigras – Director of Finance**

16  
17 **Resolution #2021-05** – A Resolution Authorizing Execution of a Promissory Note and  
18 Approving the Sixth Distribution of Tax Increment Funds (Lincoln-Western TIF District/Wal-  
19 Mart Economic Incentive Agreement) – Ms. Zigras stated that on the agenda is Resolution  
20 #2021-05. This is a Resolution authorizing the execution of a Promissory Note and approving the  
21 sixth distribution of TIF Funds to Wal-Mart with the Wal-Mart Economic Incentive Agreement.  
22 This is the sixth payment. They pay their tax bill sometime in late April. Per the contract, the  
23 Village reimburses Wal-Mart 90% of the taxes that are paid in the TIF. They also pay additional  
24 taxes. The tax bill is higher for the other taxing bodies that also receive property taxes.

25  
26 Ms. Zigras stated that the total amount that the TIF received was \$594,167.00. She stated  
27 returning 90% of that is \$534,750.00, leaving a balance going forward of \$5,812,871.00. This is  
28 the first installment for the 2020 Levy. The second installment is usually due in August unless  
29 there is an extension by Cook County. She expects to have an additional \$500,000.00,  
30 \$400,000.00 payment in August.

31  
32 Village President Burke inquired how much did you say was in the TIF right now. Ms. Zigras  
33 stated the TIF has a fund balance currently of almost \$1,000,000.00. She stated that because we  
34 don't reimburse Wal-Mart 100% of what is going into the TIF, we reimburse them 90%, and  
35 there are other PINS in the TIF that create revenue within the TIF District. In the first installment  
36 of the 2020 Levy, we received a total of \$730,000.00 from Wal-Mart and another six PINS. She  
37 stated of that, \$534,000.00 is going back to Wal-Mart, leaving us with an additional \$195,000.00  
38 in revenue.

39  
40 Village President Burke stated this was part of the deal that was struck six years ago. What we  
41 do get out of the Wal-Mart relationship is that 10% tax. We also get our largest, single Sales Tax  
42 and Non-Home Rule Tax in the whole Village comes from Wal-Mart. It looks like we are giving  
43 away money, but we are really not. We are actually getting tax dollars to balance and do our  
44 Budget for the Village. We are also generating money that we can use to do economic  
45 development on that corner. This is strictly a payment that's in line with the original contract that  
46 was done six years ago.

47

1 Ms. Zigras stated correct. The \$1,000,000.00 fund balance that is currently within the TIF, are  
2 funds that can only be used for economic development within the TIF District. She stated  
3 whether it is redeveloping the plaza, or any other type of economic development incentives we  
4 may need, those funds can only be used within that TIF.

5 **Motion by Trustee Pennington, Second by Trustee Watkins to Approve Resolution No.**  
6 **2021-05, A Resolution Authorizing Execution of a Promissory Note and Approving the**  
7 **Sixth Distribution of Tax Increment Funds (Lincoln-Western TIF District/Wal-Mart**  
8 **Economic Incentive Agreement).**

9 **Roll Call: Ayes (6-0) Motion Carried.**

10  
11 **John McDonnell – Building Commissioner**

12  
13 **Sign Request from OFVEC – All White Stepping in the Fields Dinner Party – from May 1,**  
14 **2021 to June 1, 2021** – Mr. McDonnell stated that before you we have a Sign Request from Ms.  
15 Shiree Bush-Giblin, a resident of Maynegaite subdivision and representative of the Olympia  
16 Fields Village Event Committee. The Committee is holding an event that they would like to post  
17 in public right-of-way’s advertisement for that event. That event is called the “All White  
18 Stepping in the Fields Dinner Party.” There is a phone number on these signs. The sign says, Join  
19 Us for this Event. It has the date of the event and the price of the tickets on there. They are  
20 asking to place this sign at eight separate public right-of-way locations that you have a list of on  
21 the memo.

22  
23 Mr. McDonnell stated that they have done this event before in past years, and have also asked to  
24 advertise them as well.

25  
26 Village President Burke stated that the sign that we see here says, “Join Us for a All White  
27 Stepping in the Fields Dinner Party at Olympia Fields Country Club.” The event permit says,  
28 “Olympia Fields Village Event Committee.” They are not a Committee of the Village of  
29 Olympia Fields. Their sign does not stipulate that they are. He thinks the sign is okay. The name  
30 of the organization, it is not advertising or making it look like it is an event that is being held by  
31 the Village of Olympia Fields. Is that correct?

32  
33 Mr. McDonnell stated that’s correct. The sign has no association to the Village of Olympia  
34 Fields at all. It does mention the event at the Olympia Fields Country Club. But that is it. It does  
35 not mention that group, organization, that he is assuming is a group of Village residents.

36 **Motion by Trustee Watkins, Second by Trustee Finley to Approve the Request of the**  
37 **Olympia Fields Village Event Committee for the placement of eight (8) signs in various**  
38 **locations in the Village’s right-of-way on May 1, 2021 to June 1, 2021.**

39 **Roll Call: Ayes (6-0) Motion Carried.**

40  
41 **Update – Paramvir Singh, Developer – Proposed Gas Station with Convenience Store at**  
42 **3780 Lincoln Highway** – Mr. McDonnell stated that he has an update for everybody. At past  
43 meetings we have been talking about a new gas station at the corner of Route 30 and Crawford.  
44 He spoke to the owner of this project earlier today. The owner had a lot of information for Mr.  
45 McDonnell.

46

1 Mr. McDonnell stated that according to the owner, there has been a lot of progress the past two-  
2 weeks on this site. They have completed the Phase 1 Study for contaminated soil. The findings  
3 determined that contamination does exist. This corner was a gasoline service station at one time.  
4 They had to do a Phase 2 Study to determine how much contamination, and the boundaries of  
5 where this contamination is on the property. The Phase 2 Study was completed. They did 13  
6 more borings where they bore holes into the soil and they send them to a lab for testing. They did  
7 sonar testing on the property to see if there are any visible tanks on the site. It was determined  
8 from the Phase 2 Study, that the contamination was not widespread. The contamination was only  
9 approximately 30% of the property which is good. It sounds like a lot, but it is good. The  
10 contamination did not leach into any major roadway. The contamination is contained on the site  
11 itself. The Phase 2 Study and the Sonar Study showed there was possibly still a tank left in the  
12 ground. They did another part of the Phase 2 Study, which we will call "Phase 2A." That had to  
13 be completed in order to satisfy the banks that are going to fund this project, that this is a viable  
14 project. The additional work was to complete a small dig on the site, which was done, to  
15 determine if there was still a tank in the ground. They determined there are no more tanks in the  
16 ground left on the site. That is very good news for the site.

17

18 Mr. McDonnell stated that all of this information has been given to the bank that is financing this  
19 project for the proposed owner. The financing for the loan would go through. It wouldn't go  
20 through if the testing wasn't completed. The estimation of the cleanup of the contamination of  
21 the soil is around \$50,000.00 to \$150,000.00 at the high end. The owner told him that the bank  
22 now has the financing and underwriting. It is moving forward. There is a possible close date on  
23 the property anytime in June or July.

24

25 Mr. McDonnell stated that after the new owner has possession of the property, they will finish  
26 the plans. They only have preliminary plans drawn up right now. After they close on the property  
27 and have possession, they will complete those plans and submit the project for permits. Both the  
28 State Fire Marshall and the Village have to provide permits for a gas station to be placed there  
29 again. The owner seemed pretty excited about the news. He had just gotten the last report from  
30 the second part of the Phase 2 Study. He was pretty excited to learn that at the high end it would  
31 be \$150,000.00, but most likely it would be a lot less than that.

32

33 Trustee Pennington inquired based upon what you have just presented; would it be premature to  
34 ask if there is a projected completion date for this project. Mr. McDonnell stated that he thinks it  
35 would be a little premature yet. Maybe sometime in June that would be a good question to ask,  
36 and they would probably have a better handle on that date.

37

38 Trustee Finley stated that she is excited about this project, if for no other reason it gave us the  
39 opportunity to get a reliable read on the environmental health of that property. That in itself is  
40 everything for our future going forward. Does the plan for this gas station include electric  
41 charging stations?

42

43 Mr. McDonnell stated that we did ask the question of the owner at that time when he brought the  
44 project to us. He would speculate that there will be an electric charging station there, just because  
45 they are starting to pop up all over. He stated for them to not have it, he thinks would be a waste.  
46 He is assuming that the owner would have plans for that. Mr. McDonnell stated that he will

1 definitely write that down as a note for the next time that he speaks with the owner, and he will  
2 find out a guaranteed answer on that question.

3  
4 Village President Burke stated that he insisted that he do that, and he understood that. All new  
5 gas stations now are putting electrical charging stations in. They have six or seven of them over  
6 at Meijer. That's a draw to get people in to have the electrical charging stations like that. He is  
7 pretty sure that the owner is going to have that.

8  
9 Trustee Finley stated that is the good news. It is not only cars; other vehicles need charging as  
10 well that are starting to pop up for convenience and transportation. This is good news.

### 11 12 **James Landini – Public Works Director**

13  
14 **Update – Marathon Court Repair Work** – Mr. Landini stated that he has a few updates on  
15 some ongoing projects in the Public Works Department. The first one is the Marathon Court  
16 work. Last year we did some regrading in the ditch lines on Marathon Court to relieve some  
17 minor ponding issues. Just in the middle of the block some water was sitting there. He stated  
18 with the regrading, we were able to let the water flow out and dry up for what it needed to do.  
19 During that process, some of the residents reached out to Trustee Matz, who at the time was our  
20 Public Works Liaison, about restoring the grass island in the center of that court. It is a tight turn.  
21 It is a small area. He stated that over time it has been runover by school buses, UPS trucks, and  
22 Amazon trucks. The plants in there have died. We decided to take that on.

23  
24 Mr. Landini stated that we just leveled it. We pulled out an old tree stump that was in there and  
25 all the dead shrubbery. We are going to dirt and seed and put a border of either cobblestone or  
26 some type of pavers around the edge, so that because of that tight turn larger vehicles can make  
27 the turn without destroying the court. Along with that, we have been looking at other courts in  
28 town that have similar situations to beautify those. We have Arcadian Court on our list and  
29 Woodstock at the moment. This will be an ongoing effort to try and restore those areas that are in  
30 the center of neighborhoods.

31  
32 **Update – Graymoor Force Main Project** – Mr. Landini stated moving on to the Graymoor  
33 Force Main Project, this is our Capital Project that we've had in the Budget for a couple of years.  
34 Due to circumstances such as COVID, it has been delayed. It is now underway. Airy's  
35 Construction which is a subcontractor of Michels who holds the contract for the Graymoor  
36 replacement, they have started digging their inspection holes along the main. Those inspection  
37 holes are for point repairs and to gain access into the main for the lining project. Those holes  
38 should be completed within the next two-weeks, and then they can actually start the lining of the  
39 sanitary main. He is told the lining will take about 30-days. We are looking for a hopeful  
40 completion by the end of June with that project, if not a little bit sooner. He will give another  
41 update at the June meeting to let you know where we are on that.

42  
43 **Update – Status of the Meter Exchange Program** – Mr. Landini stated that the next update is  
44 the Meter Exchange Program. We have about 350 water meters left to exchange out of the  
45 roughly 1800 meters that we need to replace in the entire Village. This was drastically delayed  
46 due to COVID and not being able to get into people's homes to replace the meters. We are  
47 making appointments again to do that. We are doing that with our staff that has been fully

1 vaccinated. They do have proof of their vaccinations with them if any residents want to see it.  
2 We will still remain masked going into the homes. This is something that kind of relies a bit on  
3 the residents to respond to setup these appointments during working hours. The goal is to have  
4 this completed by the end of summer. He is looking into other ways of how we can speed that up  
5 as well. He will continue to update the Board on our progress at future Board Meetings.  
6 Hopefully, we can knock this out sooner than later.

7  
8 Trustee Pennington inquired for those residents that are still working downtown and won't be  
9 home during the day, are you going to offer any weekend installation times.

10  
11 Mr. Landini stated that he does plan on that. He discussed that with his staff to go in and do the  
12 meter changeouts. At this point, it is critical we knock this out. If there are people who need  
13 special accommodation, the most important thing is getting the new meter into the home. We  
14 already have members of our staff coming in every Saturday and Sunday to do sewer plant  
15 checks, it is really not much of an issue to provide that on the weekends to make it more  
16 convenient for the homeowner so they don't have to take off of work. Trustee Pennington stated  
17 that's great.

18  
19 Trustee Finley asked Mr. Landini to talk to us about something that is not on the agenda, but it is  
20 ongoing, and that is pothole repair. It is an ongoing maintenance thing that you do. The good  
21 news is that you do have a plan, a schedule, or a route of where you go and when you go to plug  
22 potholes. Can you talk to us a little bit about that so that we know how you make those  
23 determinations and what to expect?

24  
25 Mr. Landini stated yes, absolutely. We have already gone through the Village. Earlier in the year,  
26 we go out right after the plowing season just ends. That is usually where a lot of the damage to  
27 the roads happens. Old asphalt and potholes tend to pop out with the plows and everything like  
28 that. We go and hit those points. Pothole repair is a temporary repair. We try to get a truck out  
29 once a week going through neighborhoods to check them and then fill the potholes in those  
30 neighborhoods. We take calls from residents if there is something that we miss. We also have the  
31 Road Program that is on the books for this year. We are getting all of that information together  
32 so we can get that project started. Those are the roads that actually require the most pothole  
33 repairs. They will be getting resurfaced. That is something else that he will be giving the Board  
34 an update on as we get closer to the start of that project as well.

35  
36 Mr. Landini stated that it is a weekly effort. It seems like we are never caught up on potholes just  
37 because of the temporary nature of it. He stated that part of our operations in Public Works is to  
38 continue to go around and fill the potholes. Trustee Finley thanked Mr. Landini.

39  
40 **Scott Morgan – Acting Chief of Police**

41  
42 **Update – House Fire on 695 Birch** – Acting Chief Scott Morgan congratulated the new Board  
43 Members. Acting Chief Morgan stated that he just wanted to give an update on the house fire  
44 that occurred last Tuesday on 695 Birch Lane. The homeowner luckily was not home when the  
45 fire occurred. It was pretty quick. The fire was contained in the area of a back bedroom on the  
46 east corner of the house. The Chicago Heights Fire Department arrived on the scene. They were  
47 able to extinguish the fire. It did sustain quite a bit of damage and smoke damage. They believe

1 the fire was started from an air pump that was used on an air mattress. It was accidentally left on  
2 and the motor overheated and that is what caused the fire.

3

4 **Police Officer Testing – Deadline June 9, 2021** – Acting Chief Morgan stated that he is very  
5 happy to announce that the police department is accepting applications for a police officer. We  
6 are using the testing service out of Schaumburg. It is called “Cops and Fire Personnel Testing.”  
7 Applications are going to be accepted through June 9<sup>th</sup>. This company does all of the testing for  
8 them as far as the actual exam. Anything else as far as the oral interviews and stuff, we will be  
9 talking with Trustee Oliver and Village President Burke about who we want to have conducting  
10 the interviews.

11

12 Acting Chief Morgan stated that if anybody knows anybody that is looking for a job in law  
13 enforcement, it is a great job. We have advertised this on the Blue Line which is a well-known  
14 police page that applicants that are looking to be a police officer know to go to. We have also  
15 posted it on the Village’s website and we have sent it out in the Village’s newsletter.

16

17 Village President Burke stated that this is an opportunity for any young people that you know,  
18 people who are going to college to get into law enforcement. We will talk to anybody and  
19 everybody you know to go through the process, because the more people we get in to the testing,  
20 the better we are at getting people that we would like to have to be on our police department. The  
21 traditional methods of getting people to apply, and he wants everybody to understand, with what  
22 we went through last year, every police department is short. We are down about three or four  
23 guys. Getting new, young officers in is a very high priority. If you know somebody who is  
24 interested in a well-paying job in a quality town, you should do it now. We are looking for  
25 people who are new. And who want to come into this Village. If you know somebody, please  
26 steer them in the right direction. Let the Chief know. He can give you all the information. This is  
27 in addition to the traditional way in which we go out and try to find people.

28

29 Trustee Finley stated that in addition to the comments from the Chief and from the President, we  
30 are down three people, which means that our new candidates could also include women. So, do  
31 whatever we can to cast the widest net that we can to make sure that we invite the best talent  
32 from wherever we can attract them to consider Olympia Fields.

33

34 Village President Burke stated that he can’t tell you how important this is. We don’t want to get  
35 through and say we don’t like the candidates. The only way we will not like the candidates is if  
36 we don’t get enough. Trust me, we are in competition with a whole lot of other communities who  
37 are having a hard time finding people. He can’t think of a better place for young people to want  
38 to come work than in the Village of Olympia Fields.

39

40 Trustee White stated that he is not sure if you guys have done it, but consider posting at  
41 Governors State. He thinks Governors State has some type of law certification program. It might  
42 be worthwhile checking with Governors State and Prairie State. Normally, colleges will allow  
43 businesses and organizations to post their job offerings there.

44

45 Village President Burke stated yes, we want that. We want to go to historically black colleges.  
46 We want to go to the University of Illinois. We want to go any and everybody. We need to step  
47 outside of the normal paradigm and go to any and everybody. It is coming up to all hands-on

1 deck call for this. Anybody who is listening in, who is a citizen, this is an opportunity for you to  
2 have people that you know apply. They will go through the testing process. There will be a  
3 Committee that will get an opportunity to talk to the very best. He mentioned it at the Executive  
4 Session. We are waiting with bated breath to see what happens with this Census. If we go over  
5 the 5,000 population of this town, we will have to establish a special Police Commission who has  
6 the responsibility of doing these kinds of things. We will find that out by the end of the month.  
7 Before that happens, we want to do anything and everything we can as a community to get as  
8 many people to apply for this position. Please do so. If we don't do it, then shame on us. We  
9 should be able to find people. We are in competition with a lot of other towns.

10

11 **MISCELLANEOUS REPORTS:**

12

13 The Board did not have any Miscellaneous Reports this evening.

14

15 **PUBLIC COMMENTS:**

16

17 Village President Burke stated that we didn't have any Public Comments.

18

19 **NEW BUSINESS:**

20

21 The Board did not have any New Business to discuss this evening.

22

23 Village President Burke stated next is Resignations and Appointments. Trustee Watkins inquired  
24 if we skipped Trustee Reports. Village President Burke stated yes, we did. It is not on the  
25 agenda. That is because we have new people. And because we have new people, he is changing  
26 all of those reports around. They will be at the next meeting. We are not going to do any reports  
27 from anybody right now.

28

29 **RESIGNATIONS AND APPOINTMENTS:**

30

31 **Appointment – Dr. Jasmine Monet Brewer to the Educational Commission** – Village  
32 President Burke stated that you have before you the resumé of Dr. Jasmine Monet Brewer to the  
33 Educational Commission for a two-year term. This young lady is exactly the kind of person that  
34 we're looking for. She is a new person who has moved into the Village. She has an undergrad  
35 degree from UCLA. She has a Master's Degree from Loyola Marymount. She has a PhD. She is  
36 like 29 years old. She's young. She's eager. She wants to get going.

37 **Motion by Trustee Oliver, Second by Trustee Finley to Approve the Candidacy of Dr.**  
38 **Jasmine Monet Brewer to the Educational Commission for a Two-Year Term Ending in**  
39 **the Year 2023.**

40 **Roll Call:                      Ayes (6-0)                      Motion Carried.**

41

42 **Resignation – Larry Green from the Planning and Zoning Commission** – Village President  
43 Burke stated that next is the Resignation from Commissioner Larry Green from the Planning and  
44 Zoning Commission. Village President Burke inquired of Trustee Blackwell how long Larry  
45 Green was on the Planning and Zoning Commission. Trustee Blackwell stated that he has been  
46 on there for at least 10, 11 years.

47



1 Village President Burke stated that Larry just retired, but he has decided to move to the Memphis  
2 area. He has tendered his Resignation.

3 **Motion by Trustee Blackwell, Second by Trustee Pennington to Accept the Resignation of**  
4 **Larry Green from the Planning and Zoning Commission, and Authorize a Letter to be Sent**  
5 **on Behalf of the Village Board of Trustees.**

6 **Roll Call: Ayes (6-0) Motion Carried.**

7  
8 **Appointment – Staff Accountant Cynthia Smith to Accounting Supervisor – Village**  
9 **President Burke stated next is the Appointment of Staff Accountant Cynthia Smith to**  
10 **Accounting Supervisor.**

11 **Motion by Trustee Oliver, Second by Trustee Blackwell to Approve the Following**  
12 **Administrative Appointment: Staff Accountant Cynthia Smith to Accounting Supervisor.**

13 **Roll Call: Ayes (6-0) Motion Carried.**

14  
15 **Appointment – Police Department Appointments – Village President Burke stated the last one**  
16 **is New Police Department Appointments.**

17 **Motion by Trustee Oliver, Second by Trustee White to Approve the Following Police**  
18 **Department Appointments: Deputy Chief Scott Morgan will become Chief of Police;**  
19 **Sergeant Derrick Blasingame is Deputy Chief of Police; Corporal Esteban Lopez is**  
20 **Sergeant; Corporal Mike Mayden to be Sergeant; and Corporal Don Dean to be**  
21 **Detective/Corporal.**

22 **Roll Call: Ayes (5) (Trustee Watkins Abstained). Motion Carried.**

23  
24 **ADJOURNMENT:**

25  
26 **Motion by Trustee Pennington, Second by Trustee Oliver to Adjourn the Board Meeting at**  
27 **8:42 P.M.**

28 **Roll Call: Ayes (6-0) Motion Carried.**

29  
30 Respectfully submitted by Faith Stine.

31  
32  
33