

1 VILLAGE OF ALSIP
2 MINUTES OF
3 BOARD OF TRUSTEES COMMITTEE MEETING
4 August 27, 2007
5

6 Mayor Kitching called the Committee meeting to order at 7:30 p.m. Clerk Venhuizen called the
7 roll and the following members were present: Trustees Collins, Shapiro, Graczyk, Godfrey,
8 McGreal and Michaels. Also present Mayor Kitching, and Clerk Venhuizen.
9

10 MAYOR'S REPORT: Mayor Kitching presented watches to two retiring employees; Firefighter
11 Robert Braden and Firefighter Kevin Michaels.
12

13 Mayor Kitching reported: a) the CSX Railroad tracks at 122nd & Kostner Avenue are under
14 repair and Kostner Avenue is closed for 7-10 days; b) the Village LED digital sign was ordered
15 with anticipated delivery in 6-8 weeks.
16

17 CLERK'S REPORT: Clerk Venhuizen will present the IDOT MFT Resolution for the street
18 lighting along 115th Street.
19

20 Clerk Venhuizen reported the next Board meeting is Tuesday, September 4, 2007, and the
21 Village Hall will be closed Saturday, September 1, 2007 and Monday, September 3, 2007, due to
22 the holiday.
23

24 FINANCE REPORT: Trustee Graczyk presented: a) a list of bills dated August 27, 2007;
25 b) an Ordinance establishing dollar limit approvals for Department Heads, Finance Director and
26 the Mayor; c) transfer tax refund totaling \$875.00 for Hector & Maria Lopez, 12025 S. Avers,
27 Alsip, Illinois.
28

29 FIRE DEPARTMENT REPORT: Trustee Collins presented: a) request to authorize the Fire and
30 Police Commission to hire a firefighter/paramedic from the established eligibility list to fill the
31 vacancy created with the resignation of Firefighter Mark Glowczynski, effective July 25, 2007; b)
32 request to approve payment for unused time due totaling \$557.92 for Mark Glowczynski; c)
33 request to approve the purchase of a list of items totaling \$1,850.00 approved by the Foreign Fire
34 Tax Insurance Committee on July 20, 2007; d) request for approval for outside training for
35 Deputy Chief Terry Vrshek to attend the Incident Safety Officer course at the Orland Fire Station
36 #3, Orland Park, Illinois, on August 27-31, 2007, at a cost of \$375.00, excluding salary; e)
37 request for approval for outside training for Deputy Chief Joe Schmitt to attend the Illinois Child
38 Passenger Safety Seat Conference, Bloomington, Illinois, September 12-13, 2007, at a cost of
39 \$30.00, excluding salary; f) request for approval for outside training for Chief Geraci to attend
40 the Fire Prevention Officer I course at Moraine Valley Community College, Fall 2007 Semester,
41 at a cost of \$432.00, excluding salary. All expenses listed have been appropriated in the current
42 FY07-08 budget.
43

44 POLICE DEPARTMENT REPORT: Trustee Shapiro presented: a) request for approval to send
45 Officer Shawn Schult to defensive tactics training in Columbus, Ohio, October 15-19, 2007 at a
46 cost of \$1,460.00, (included in the training budget); b) an Ordinance Regarding the Licensing of
47 Landlords of Residential Properties and Establishing a Crime-Free Residential Property
48 Program.
49

50 Trustee Shapiro reported the Alsip Police Department will be participating in the state-wide
51 "You Drink, You Drive, You Lose" campaign for the next two weeks. This program focuses on
52 impaired driving enforcement patrols and roadside safety checks.
53

54 Trustee Shapiro reported the Alsip Police Department has switched fuel vendors to Warren Oil.
55 The tanks were painted, and pumps replaced at no charge to the Village. By negotiating our fuel
56 agreement the Village will save approximately \$5,000 annually. Additionally, a Petro-Vend
57 Security System will be installed on the pumps to manage fuel usage.
58

59 PUBLIC WORKS DEPARTMENT REPORT: Trustee Collins presented: a) a request for
60 approval to contract with Frazier Concrete for replacement of the north entrance drive on the
61 west side of the Public Works' garage at a cost not to exceed \$8,000. This drive has severe
62 cracking and is difficult to use during winter months due to shifting concrete. b) request to accept
63 the bid submitted by Frazier Concrete, Oak Forest, Illinois, for the Annual Sidewalk
64 Replacement Program, at a cost not to exceed \$50,000.
65
66

67 Board of Trustees Committee meeting
68 August 27, 2007

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70
71 BUILDING DEPARTMENT REPORT: Trustee Shapiro presented: a) request from FIM, 4845
72 West 111th Street to hold a tent sale for their 48th Anniversary on August 22 – September 10,
73 2007 (previously approved by Board consensus); b) request from Knights of Columbus to
74 conduct their 38th Annual Fund Drive for special people with mental retardation and learning
75 disabilities on September 21-23, 2007. They are requesting approval to solicit funds at various
76 street locations within the Village between the hours of 6:30 a.m. to 6:00 p.m.; c) request from
77 At Home , 5625 West 115th Street to hold a warehouse sale on September 28th and 29th, 2007; d)
78 request from the Hazelgreen Baptist Church at 5022 West 115th Street to hold a garage sale on
79 Friday, September 14th, and Saturday, September 15th, 2007.

80
81 HEALTH & POLLUTION: No report.

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83 SEWER & WATER: No report.

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85 LICENSE REPORT: Trustee Graczyk presented a list of licenses dated August 27, 2007.

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87 PLANNING & ZONING REPORT: Trustee Michaels presented: a) request for approval to
88 forward the fence variance for property located at 12259 McDaniel Avenue to the Planning &
89 Zoning Commission for a Public Hearing.

90
91 REPORTS OF SPECIAL COMMITTEES

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93 VILLAGE PROPERTY: Trustee Michaels presented: a) a report from Rodger Early on the need
94 to replace the Village Hall roof with a total tear off of the three layers of roofing and replacement
95 of seven drainage tiles. The roof is deteriorated and leaking in numerous locations throughout the
96 Village Hall building. Trustee Michaels requested and received consensus of the Board to waive
97 the bidding process due to the emergency nature of the project and directed Rodger Early to
98 secure three proposals prior to the Board meeting on September 4, 2007; b) request to retain
99 Sheila Klinker as a part-time custodial worker at Heritage II, at a salary of \$10.50 per hour.

100
101 INSURANCE COMMITTEE: No report.

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103 ORDINANCE & LEGISLATION: No report.

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105 LOCAL IMPROVEMENT REPORT: No report.

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107 BOAT LAUNCH: Trustee McGreal presented: a) request for approval to advertise for bid for
108 repairs at Howe's Landing; b) letter of resignation from Boat Launch personnel.

109
110 PRESENTATIONS, PETITIONS, COMMUNICATIONS: None.

111
112 UNFINISHED BUSINESS: Trustee Collins thanked the Police and Fire Departments for their
113 wonderful job at St. **Terrence** picnic and Clerk Venhuizen commended the Fire Department for
114 their job well done at the VFW.

115
116 NEW BUSINESS: None.

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118 ADJOURNMENT

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120 Motion by Trustee Collins to adjourn; seconded by Trustee Godfrey. Motion carried at
121 approximately 7:45 p.m.

122
123 Respectfully submitted,

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125 _____
126 Deborah Venhuizen
127 Village Clerk, Alsip, Illinois