

**WORKSHOP
VILLAGE BOARD OF TRUSTEES
MAY 14, 2008**

PRESENT: Aimee Ingalls, Ed Graham, Steve Larsen, Nick Narducci, Trustees Bernhard, Jones, Kucera, LaPaglia, Matichak and Strawn.

REVIEW OF OPEN MEETINGS – Ed Graham

Ed Graham – explained the open meetings act and the freedom of information act. Referred to the training class with Illinois Attorney General Office. The Village has already been doing things that are required. Discussed the posting of agendas, notification to media, recording of minutes and approval of minutes. Explained executive session and what is required. Subjects can be discussed at meetings that are not on the agenda but action cannot be taken until the next meeting. Executive session items must be categorized for specific items. You have the privilege of going into executive session when it requires confidentiality.

Aimee Ingalls - asked Ed to review with you – staff has an obligation to educate each committee.

AN ORDINANCE ESTABLISHING A HIRING COMMITTEE FOR THE VILLAGE OF ELWOOD

Trustee Matichak – how much power do we have, do we have the power to say we don't like that person?

Aimee Ingalls – we have an issued with the open meetings act. We need to step back and modify hiring committee, policy makers should not be involved in hiring. You need to trust management, staff to handle, we do the leg work and bring you a candidate and the board has the final say.

Trustee Matichak – did not know who was hired, we make recommendations for two. I just want to know if we have the power to say yes or no. The one hired we did not recommend.

Aimee Ingalls – there is some flaw in the ordinance, final say will be the board. Staff to screen and interview and evaluate the candidate.

Ed Graham – how do you go about hiring for the Village of Elwood, handle personal issues for all departments? The screening to be done by Department Heads, Village Administrator and Village President, then the Board for hiring.

Aimee Ingalls – bring you the final candidate.

Trustee LaPaglia – staff to do all the interviews.

Aimee Ingalls – recommend a hiring policy and not a committee. We may have to establish a Human Resource Committee, will have to talk to the Village President. Recommend we forego a formal hiring committee and go for a policy.

Trustee LaPaglia – will there be a termination policy.

Aimee Ingalls – will give some thought and get back to you.

Trustee LaPaglia – Board should have the final say.

AN ORDINANCE ESTABLISHING ANNUAL APPROPRIATIONS FOR FISCAL YEAR 2008-2009

Nick Narducci – explained the budget, this is the first year we have had to cut items out of the budget. Reviewed the budget line by line and explained to the board the various items that had to be cut and the reasoning for cutting. Explained working the DECO to re-structure the loan, this is an outstanding issue. Explained road projects and discussed the hiring of a water/wastewater operator. Will be going out for bid soon.

AN ORDINANCE ESTABLISHING PREVAILING WAGE RATES

Ed Graham explained this has to be done annually.

AN ORDINANCE ADOPTING AN OFFICIAL RETURNED CHECK COLLECTION POLICY

Nick Narducci – was discussed at the Finance Committee. Recommend approval.

AN ORDINANCE ADOPTING AN OFFICIAL CONSTRUCTION CHANGE ORDER POLICY

Will table until further information is complete.

AN ORDINANCE APPROVING A FINAL SITE PLAN FOR THE SHOPPES OF ELWOOD DEVELOPMENT LOCATED WITHIN THE ELWOOD TOWN CENTER SUBDIVISION, UNIT 1

Aimee Ingalls – a six unit building, has been approved for recommendation by the Plan Commission. Need approval for final site plan from the board.

LIQUOR LICENSE FOR ELWOOD COMMUNITY DAYS

Aimee Ingalls – action to be taken for a liquor license for community days, a three day event. Nothing changed from last year, will also have fire works. No water issue problems, they have been worked out.

LIQUOR LICENSE FOR BP AMOCO

Aimee Ingalls – application for liquor license. Has been purchased by MKM Oil, they are here in attendance. Asking for a license for beer and wine only. They have asked for a Category B License. The Liquor Commissioner has reviewed the ordinance and is recommending a Category K License.

Employees will have to be 21 years and older to work at the facility.

LETTER OF CREDIT REDUCTION

Aimee Ingalls – this letter of credit is for the base water system, the letter of credit is seven years old. Everything has been complete, CenterPoint requested the reduction of \$100,000.00 for another year, to make sure everything is complete.

CMAP – CHICAGO METROPOLITAN AGENCY FOR PLANNING

Aimee Ingalls – explained CMAP has an interest in certain roads, Walter Strawn and Baseline, to be added as inter-connector roads on their map. Will help to keep traffic off Mississippi. A representative will be here next week to explain further.

Trustee Matichak asked a question regarding the vote on Mr. Hartley, the whole board did not vote in favor.

Aimee Ingalls – my letter reflected a majority of the Village Board. Will clarify in my further responses.

Aimee Ingalls – the request for approvals for use of the MFT Funds have been given to you and need to be approved at the regular meeting. One of the documents need to be corrected.

Ed Graham explained about a procedure for an omnibus consent agenda. Would be an unanimous consent to a matter and no discussion.

Trustee Matichak asked about the Bob Braun property. Was told a suit was filed today.

Trustee Kucera asked about the Post Office parking lot.
Aimee Ingalls – will be taken care of tomorrow. He may have to reapply for a permit.