

**MINUTES OF REGULAR BOARD MEETING  
OF PRESIDENT AND BOARD OF TRUSTEES  
December 8, 2015**

Mayor Robert E. Polk called the meeting to order at 7:01 p.m.

PRESENT: Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer, Carmella Richardson, Travis Claybrooks, Mayor Robert E. Polk, Village Attorney Stanley Pagorek and Village Clerk Lus Chavez

ABSENT: None

Motion made by Trustee Carmella Richardson and seconded by Trustee Travis Claybrooks to approve the minutes of the November 24, 2015

ROLL CALL:

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

NAYS: None

ABSENT: None

*\*Citizens Speak\**

*Visitors are always welcome to all public meetings of the President and Board of Trustee of the Village of Burnham. Interested parties wishing to speak should identify their intent to speak, they then may give their name and then make their comment. Person may also provide their address privately to the Village Clerk, if they so choose, person are advised that addresses are considered private information under the freedom of Information Act and thus are exempt from disclosure pursuant to any Freedom of Information request. However, in order to give proper consideration to all items on the agenda, the President has the authority to limit participants in debates and ill close repetitive or abusive remarks.*

*Please limit your comments to three (3) minutes*

*Individuals with disabilities who plan to attend a meeting and who require certain reasonable accommodations to allow them to observe and/or participate in the meeting are asked to contact the village Clerk's office at least one week prior to the meeting, when possible. To make these arrangements, call 708-862-9150*

Motion made by Trustee John Cap Jr. and seconded by Trustee Graciela Garcia to open the meeting to the public at 7:04 p.m.

ROLL CALL:

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

NAYS: None

ABSENT: None

Motion made by Trustee Travis Claybrooks and seconded by Trustee John Cap Jr., to close the meeting to the public at 7:04 p.m.

ROLL CALL:

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

**MAYOR'S REPORT:**

Mayor mentioned that we would be a special meeting to be held on December 15, 2015. Also he asked for two bids for the roof at the Pump Station.

**CLERK'S REPORT:**

Clerk mentioned the Holiday Luncheon for Village of Burnham Staff to be held on December 11, 2015 from 2:00 p.m. to 6:00 p.m.

**PUBLIC EDUCATION, HEALTH, SAFETY AND WELFARE:** None

**PUBLIC WORKS AND BUILDINGS:** None

**ORDINANCE, RESOLUTION AND PLANNING:** None

**FINANCE:**

1. Motion made by Trustee John Cap Jr., and Trustee Paris Ellison to adopt on the determination of the amounts of money, exclusive of any portion of that levy attributable to the cost of conducting an election required by the general election law (election costs), estimated to be necessary to be raised by taxation for the tax year 2015 upon the taxable property in the Village.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

2. Motion made by Trustee John Cap Jr., and Trustee Carmella Richardson to adopt on the approval of the insurance quote of U. S. Specialty Insurance Co. in the total premium amount of \$65,021.00 for Building & Personal Property, Inland Marine, Crime, General Liability, Auto and Excess Liability the authorization of the Village Clerk to sign said insurance quote.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

3. Motion made by Trustee John Cap Jr., and Trustee Graciela Garcia to adopt on the approval of the insurance quote of Allied Word Insurance Company in the total premium amount of \$2,792.00 for Privacy Liability and Network Risk the authorization of the Village Clerk to sign said insurance quote.

ROLL CALL:

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

NAYS: None

ABSENT: None

4. Motion made by Trustee John Cap Jr., and Trustee Travis Claybrooks to adopt on the approval of the insurance quote of Western World Insurance Company in the total premium amount of \$52,276.00 for Public Officials Liability the authorization of the Village Clerk to sign said insurance quote.

ROLL CALL:

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

NAYS: None

ABSENT: None

5. Motion made by Trustee John Cap Jr., and Trustee Paris Ellison to adopt on the approval of the insurance quote of Indian Harbor Insurance Company in the total premium amount of \$52,221.00 for Law Enforcement Liability the authorization of the Village Clerk to sign said insurance quote.

ROLL CALL:

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

NAYS: None

ABSENT: None

6. Motion made by Trustee John Cap Jr., and Trustee Carmella Richardson on the approval of the insurance quote of National Casualty in the total premium amount of \$36,465.00 for Excess Liability Public Officials & Law Enforcement the authorization of the Village Clerk to sign said insurance quote

ROLL CALL:

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

NAYS: None

ABSENT: None

7. Motion made by Trustee John Cap Jr., and Trustee Graciela Garcia on the approval of the insurance quote of IPRF Company in the total premium amount of \$94,453.00 for workers compensation plus Administration fee of 3% which is \$2,836.00 with Arthur J. Gallagher Risk Management Services, Inc and on the authorization of the Village Clerk to sign said insurance quote

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

8. Motion made by Trustee John Cap Jr., and Trustee Carmella Richardson to adopt on the approval of the First Insurance Funding Corporation Commercial Premium Finance Agreement in the amount of \$153,827.25 at the rate of 3.350% with a finance charge of \$2,371.75 and a deposit of \$55,429.75 with the authorization of the Village Clerk to sign said commercial premium finance agreement.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

9. Motion made by Trustee John Cap Jr., and Trustee Travis Claybrooks to authorize the payment of last month's bills and of outstanding unpaid bills as funds become available.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

**PUBLIC UTILITIES:**

1. Motion made by Trustee Carmella Richardson and Trustee John Cap Jr., on approving the authorization for Calumet City Plumbing to go ahead and begin the project on Torrence Avenue at an estimated cost of \$4,000.00.

**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson and Travis Claybrooks

**NAYS:** None

**ABSENT:** None

**PARKS AND RECREATION:** None

**PRESENTATION OF PETITIONS:** None

**COMMUNICATIONS, MEMORIALS,  
AND REMONSTRANCES:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

1. Motion made by Trustee John Cap Jr., and Trustee Graciela Garcia on suspending the Regular Meeting of the Board of Trustees on December 22, 2015.

**ROLL CALL:**

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

NAYS: None

ABSENT: None

2. Motion made by Trustee Paris Ellison and Trustee Carmella Richardson on hiring of Attorney Murphy.

**ROLL CALL:**

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

NAYS: None

ABSENT: None

Motion made by Trustee John Cap Jr., and seconded by Trustee Graciela Garcia to go into closed session at 7:30 p.m.

**ROLL CALL:**

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

NAYS: None

ABSENT: None

1. Request for 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.
2. 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.
3. 5ILCS 120/2© (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel.

Motion made by Trustee John Cap Jr., and seconded by Trustee Paris Ellison to return from closed session at 8:25 p.m.

**ROLL CALL:**

AYES: Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson

NAYS: None

ABSENT: Travis Claybrooks

**ADJOURNMENT:**

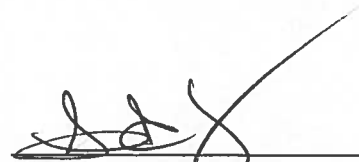
Motion made by Trustee Carmella Richardson and seconded by Trustee Paris Ellison to adjourn the meeting at 8:29 p.m.

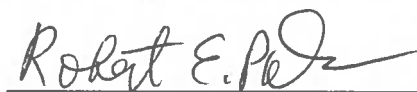
**ROLL CALL:**

**AYES:** Trustees John Cap Jr., Paris Ellison, Graciela Garcia, Brenda Greer and Carmella Richardson

**NAYS:** None

**ABSENT:** Trustee Travis Claybrooks

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

  
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Mayor