

**VILLAGE OF  
STEGER  
BOARD OF TRUSTEES  
REGULAR MEETING AGENDA**

**FEBRUARY 2, 2015**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. AWARDS, HONORS, AND SPECIAL RECOGNITIONS
- E. MINUTES OF PREVIOUS MEETING
- F. AUDIENCE PARTICIPATION
- G. REPORTS
  - 1. Administrator
  - 2. Department Heads
    - a. Public Infrastructure/Code Enforcement Director
    - b. Fire Chief
    - c. Police Chief
    - d. EMA Chief
    - e. Community Center Director
    - f. HR Director
    - g. Housing Director
  - 3. Attorney
  - 4. Treasurer
  - 5. Trustee/Liaison
  - 6. Clerk

The next Village Board meeting will be Tuesday, February 17, 2015

The Village Hall will be closed Monday, February 16<sup>th</sup> in observance of the Presidents Day Holiday

  - 7. Mayor's Report
- H. PAYING OF THE BILLS
- I. CORRESPONDENCE
- J. OLD BUSINESS:

**MONDAY, FEBRUARY 2, 2015 BOARD OF TRUSTEE REGULAR MEETING AGENDA**

Discussion on the Finance Policy (tabled 10/20/14, 11/3/14, 11/17/14, 12/1/14, 12/15/14 & 1/20/15)

Mayoral Appointments to Boards and Commissions (tabled 1/20/15)

Liquor License Application of Mahmood Lakha of 500 Food Mart at 500 West 34th Street. (TABLED 1/5/15 & 1/20/15)

Fadi Wireless temporary business license (tabled 1/20/15)

**K. NEW BUSINESS:**

The swearing in of Full-time Patrolman Ryan M. Boren

Chief Mormann requests approval of one additional Full-time Patrolman.

Discussion on Architects' proposals and possible Board Action

Discussion on Article I Sec. 22-1 of the Code of Ordinances - Security Patrol in certain residential rental apartment complexes.

Discussion on Sec. 22-45 of the Code of Ordinances - General business license subsection (b).

Temporary Business License Application of Hey Ma! Tattoo at 3218 Chicago Road, Unit B, pending inspections.

Temporary Business License Application of Dew's Produce, LLC at 670 E. Sauk Trail, pending inspections.

2015 MFT Paving Project – Hopkins 30th to Steger Rd, Wentworth Steger Rd to Church, Durham Drive, Tiverton Ln, Camden Dr, E 35th St across RR tracks and Emerald W 32nd St to W 32nd PL

An intergovernmental Agreement by and between the Will County 9-1-1 Emergency Telephone System Board and the Village of Steger (Police & Fire Departments) for the funding of 9-1-1 Surcharge reallocation.

A request from Misericordia to hold its annual Jelly Belly Candy Days fundraising event on Friday and Saturday April 24 & 25, 2015 at the corner of 34<sup>th</sup> Street and Chicago Road.

**L. ADJOURN TO CLOSED SESSION – Personnel and Contracts**

5 ILCS 120/2 (c) (2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Open Meetings Act

5 ILCS 120/2 (c) (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees, pursuant to Section 2(c)(1) of the Open Meetings Act.

**M. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN CLOSED SESSION (If Necessary)**

**N. ADJOURNMENT**

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF STEGER, WILL & COOK  
COUNTIES, ILLINOIS

The Board of Trustees convened in regular session at 7:00 P.M. on this 20th day of January, 2015 in the Municipal Building of the Village of Steger with the Village Clerk Carmen S. Recupito, Jr. attending. President Peterson was absent.

The Village Clerk called the roll and the following Trustees were present: Buxton, Skrezyna, Sarek, Lopez and Perchinski. President Peterson and Trustee Kozy were absent. Also present were HR Director Mary Jo Seehausen, Community Center Director Diane Rossi, Village Administrator Mike Tilton, Fire Chief Nowell Fillion, EMA Chief Tom Johnston and Police Chief Carl A. Mormann.

Clerk Recupito entertained a motion to appoint a temporary Mayor in President Peterson's absence. Trustee Perchinski made a motion to appoint Trustee Lopez as temporary Mayor. Trustee Skrezyna seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried. Trustee Lopez took the chair as temporary Mayor.

**AWARDS, HONORS & SPECIAL RECOGNITIONS**

None

**MINUTES**

Trustee Skrezyna made a motion to approve the minutes of the January 5, 2015 Board Meeting, as written. Trustee Buxton seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Sarek made a motion to approve the minutes of the January 5, 2015 Appropriation Hearing, as written. Trustee Buxton seconded the motion. Voice vote was called; all ayes. Motion carried.

**AUDIENCE PARTICIPATION**

Mike Ruiz approached the Board. Mr. Ruiz works for Green Hornet Taxi Company. Mr. Ruiz would like to offer transportation to senior citizens. Temporary Mayor Lopez suggested Mr. Ruiz meet with Village Administrator Mike Tilton to further discuss the service.

**REPORTS**

**Village Administrator Mike Tilton** reported that he met with a third architect today. Funds that were promised by the State of Illinois have been frozen since the new governor has taken office. The money is still expected, but delayed.

Mr. Tilton met with Bruce Hackel who owns the parcel the Village is interested in. Mr. Tilton suggests going back to Crete and requesting more land to satisfy the state's requirement of \$7,700.

Trustee inquired about the quiet zone. Mr. Tilton explained that Chicago Heights is out of the study and South Chicago Heights is in agreement with Steger. The cost factor will fall on the Village of Steger.

**Fire Chief Nowell Fillion** reported that Brian Pearce is in the EMT Program at Prairie State College. Seven Fire Department members, including the Chief are enrolled in the Advanced Technical Firefighter Class also at Prairie State College.

The recently delivered Fire Department's Units #103 & #106 should be in service by the next Board meeting and will be available for inspection.

**Director of Public Infrastructure Dave Toepper** was absent.

**Police Chief Carl A. Mormann** referenced his weekly reports. Chief Mormann also announced that Officer Brian Smith is being honored by the National Rifle Association as Law Enforcement Firearms Instructor of the Year.

**EMA Chief Tom Johnston** reported that a draft of the emergency operations plan should be presented by the March 2<sup>nd</sup> Board meeting.

**Community Center Director Diane Rossi** had no report.

**HR Director Mary Jo Seehausen** had no report.

**Housing and Community Development Director Alice Peterson** was absent.

**Village Attorney Amber Munday** was absent.

**Trustee Buxton** reported that the change from fiscal year to calendar year is underway. A financial report will be prepared for the next Board meeting.

### **TRUSTEES' REPORTS**

**Trustee Skrezyna** had no report.

**Trustee Lopez** had no report.

**Trustee Sarek** reported that Volleyball and Basketball seasons are underway.

**Trustee Perchinski** had no report.

**CLERK'S REPORT**

The Clerk announced that St. Liborius Knights of Columbus are having a "Blue Mass" to honor public safety personnel Saturday January 31<sup>st</sup> at 5:30pm. All are invited.

**PRESIDENT'S REPORT**

Mayor was absent, but will have a State of Village address at the next Board meeting.

**BILLS**

Trustee Skrezyna made a motion to pay the bills as listed. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried.

**OLD BUSINESS:**

Trustee Perchinski made a motion to table discussion on the Finance Policy. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to adopt ORDINANCE NO. 1085 AN ORDINANCE MAKING THE APPROPRIATION FOR THE CORPORATE PURPOSE OF THE VILLAGE OF STEGER, COUNTIES OF COOK AND WILL, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING ON THE THIRTY FIRST DAY OF DECEMBER, 2015. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried.

Trustee Perchinski made a motion to table the Liquor License Application of Mahmood Lakha of 500 Food Mart at 500 West 34th Street, until the second Board Meeting of February. Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

**NEW BUSINESS:**

Trustee Perchinski made a motion to table Mayoral Appointments. Trustee Buxton seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Skrezyna made a motion to approve the Proven Business Systems Toshiba 36 month lease and to include the fax board and the stapling finisher to the lease. Trustee Perchinski seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to accept the low bid of Talsma Builders for Temporary Police Modifications as the result of the January 15<sup>th</sup> bid opening. Trustee Skrezyna seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried.

Trustee Sarek made a motion to approve the financing of the Village Administrator's new vehicle. The financing will be 4 years at 3.2% through Old Plank Trail Bank. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried.

Trustee Perchinski made a motion to transfer a 2008 Ford Explorer from the Police Department to the Fire Department, as recommended by Police Chief Carl A. Mormann. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to approve the purchase of a Stryker ambulance cot at a cost of \$18,805.15, to be paid for in part with grant funds. Financing through Stryker will be used at \$2,700 per year. Trustee Skrezyna seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Lopez, Sarek and Perchinski. Motion carried.

Trustee Perchinski made a motion to table the Fadi Wireless temporary business license. Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

**EXECUTIVE SESSION**– to discuss personnel and contracts

Trustee Perchinski made a motion to table Executive Session until the next Board Meeting. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

5 ILCS 120/2 (c) (2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Open Meetings Act

5 ILCS 120/2 (c) (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees, pursuant to Section 2(c)(1) of the Open Meetings Act.

**ADJOURNMENT**

There being no further business to discuss, Trustee Perchinski moved that the meeting adjourn. Trustee Skrezyna seconded the motion. Voice vote; all ayes. Motion carried.

**MEETING ADJOURNED AT 7:24 pm**

Kenneth A. Peterson, Jr., Village President

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Carmen S. Recupito, Jr., Village Clerk

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
COOK COUNTY TREASURER 2014-4		01-00-31400		QTRLY SERVICE	700.50	
GUARANTEED TECHNICAL SERV & CONSULT INC 2012424		01-00-32902		COMPUTER MAINT	630.00	
COM ED 84103 0115		01-00-33102		MONTHLY SERVICE	780.00	
MARY JO J SEEHAUSEN 012215		01-00-33500		FRAMES	36.36	
WALTON OFFICE SUPPLY 286946-0		01-00-33500		OFFICE SUPPLIES	496.87	
WALTON OFFICE SUPPLY 287208-0		01-00-33500		OFFICE SUPPLIES	34.76	
WALTON OFFICE SUPPLY 287239-0		01-00-33500		OFFICE SUPPLIES	14.88	
U.S. POSTAL SERVICE 012015		01-00-33600		POSTAGE	1000.00	
COMCAST 012015		01-00-33700		MONTHLY SERVICE	88.26	
COMCAST 011915		01-00-33700		MONTHLY SERVICE	46.38	
COMCAST 011915		01-00-33900		MONTHLY SERVICE	109.90	
DEL GALDO LAW GROUP LLC 15871		01-00-34100		LEGAL SERVICES	15593.75	
GIANOPOLUS, DENNIS G. P.C. 15807		01-00-34100		LEGAL SERVICES	3274.75	
PLANERA ARCHITECTS 1474503-1		01-00-34102		TEMP. POLICE MODI	5336.80	
PLANERA ARCHITECTS 1474503-R1		01-00-34102		TEMP POLICE MODIF	256.52	
ALFRED G. RONAN, LTD JANUARY 2015		01-00-34500		CONSULTING FEES	4000.00	
TOTAL FOR FUND 01		DEPT. 00			32399.73	
ANDREWS PRINTING 52427		01-07-33400		ELECRICAL INSPEC	59.00	
TOTAL FOR FUND 01		DEPT. 07			59.00	
TOTAL FOR FUND 01					32458.73	
MARINO, RICHARD J 012715		02-00-30302		FIRE INSPECTOR	120.00	
CHUCK'S COMPRESSOR INC 599		02-00-31800		AIR QUALITY TEST	205.00	
CHUCK'S COMPRESSOR INC 658		02-00-31800		AIR QUALITY TEST	237.50	
MENARDS - MATTESON 73221		02-00-31800		SHOP SUPPLIES	17.90	
ALL-RIGHT SIGN, INC 26559		02-00-31805		TRUCK 103 & 106 V	1253.50	

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
POMP'S TIRE SERVICE INC.	310057362	02-00-31805		VEHICLE MAINT	618.79
STRYCZEK, MICHAEL	103	02-00-31805		UPFITTING #103	712.00
HERITAGE F/S, INC.	65457	02-00-33300		GASOLINE	318.50
HERITAGE F/S, INC.	65458	02-00-33300		GASOLINE/DIESEL	568.28
ELMER & SON LOCKSMITHS INC	317992	02-00-33501		KEYS	25.00
MENARDS - MATTESON	73202	02-00-33501		SHOP SUPPLIES	21.92
MENARDS - MATTESON	73494	02-00-33501		SHOP SUPPLIES	40.94
COMCAST	012015	02-00-33700		MONTHLY SERVICE	64.88
COMCAST	012015	02-00-33900		MONTHLY SERVICE	74.90
5 ALARM FIRE AND SAFETY EQUIPMENT LLC	145517-1	02-00-37302		UNIFORMS	2045.38
SKLAREWITZ UNIFORMS	4328	02-00-37302		NAME TAGS	150.00
CDW GOVERNMENT INC	RV78095	02-00-37902		COMPUTER PART	64.58
TOTAL FOR FUND 02		DEPT. 00			6539.07
TOTAL FOR FUND 02				6539.07	
PETTY CASH	012615	03-30-32900		MISC MAINT	55.02
WALTON OFFICE SUPPLY	287196-0	03-30-33500		OFFICE SUPPLIES	386.23
A T & T	708 7543690 01	03-30-33700		MONTHLY SERVICE	15.91
COMCAST	011715	03-30-33700		MONTHLY SERVICE	52.58
AUTOMATIC FIRE CONTROLS INC	150116-1	03-30-33703		FIRE ALARM INSPEC	300.00
PROTECTION ONE ALARM MONITORING, INC.	010415	03-30-33704		MONTHLY SERVICE	31.02
COMCAST	011715	03-30-33900		MONTHLY SERVICE	139.70
TOTAL FOR FUND 03		DEPT. 30			980.46
TOTAL FOR FUND 03				980.46	
JAMES HERR & SONS	95705	04-00-31805		VEHICLE MAINT	161.12
JAMES HERR & SONS	95761	04-00-31805		VEHICLE MAINT	169.55



PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
SCOTT'S-U-SAVE					
	362305	04-00-31805		VEHICLE MAINT	210.50
SUPERIOR OIL SERVICE	268336	04-00-31805		VEHICLE MAINT	36.44
SUPERIOR OIL SERVICE	268378	04-00-31805		VEHICLE MAINT	60.29
GUARANTEED TECHNICAL SERV & CONSULT INC	2012424	04-00-32902		COMPUTER MAINT	270.00
HERITAGE F/S, INC.	65457	04-00-33300		GASOLINE	925.49
K-MART #7289	011515 00759292	04-00-33500		OFFICE SUPPLIES	14.99
WALTON OFFICE SUPPLY	287059-0	04-00-33500		OFFICE SUPPLIES	180.72
WALTON OFFICE SUPPLY	289905-0	04-00-33500		RET'D OFFICE SUPP	273.34-
A&R SHARED SERVICES CENTER	T1521289	04-00-33701		MONTHLY SERVICE	377.16
MOTOROLA SOLUTIONS-STARCOM13108 COLLECTI	JANUARY 2015	04-00-33702		RADIO MAINT	1938.00
DEL GALDO LAW GROUP LLC	15871	04-00-34100		LEGAL SERVICES	2362.50
BTI TACTICAL	11479	04-00-37302		ELZA-SSERT UNIFOR	432.85
TRI-RIVER POLICE TRAINING REGION	3715	04-00-38700		SUPERVISOR TRAINI	200.00
OLD PLANK TRAIL COMMUNITY BANK	53381#11	04-00-40000		2 SQUADS PRINCIPA	1115.82
OLD PLANK TRAIL COMMUNITY BANK	53381#11	04-00-41000		2 SQUADS INTEREST	129.23
TOTAL FOR FUND 04		DEPT. 00			8311.32
TOTAL FOR FUND 04				8311.32	
GALLAGHER MATERIALS CORP	634933MB	06-00-31204		PATCHING	238.26
CHEMICAL PUMP SALES AND SERVICE, INC	73760	06-00-31502		PUMPS MAINT	1305.00
CHEMICAL PUMP SALES AND SERVICE, INC	73761	06-00-31502		2 CYL SCALE	5600.00
TRI-R SYSTEMS INCORPORATED	003984	06-00-31502		MIANT TO PUMPS	405.00
CENTRAL RODDING TOTAL SEWER SERVICE INC	11689	06-00-31506		HYDRO JET EASEMEN	650.00
T.R.L. TIRE SERVICE CORP	10760	06-00-31805		VEHICLE MAINT	45.94
COMED	52003 0115	06-00-33100		MONTHLY SERVICE	1.33
COMED	76056 0115	06-00-33100		MONTHLY SERVICE	1181.25
COMED	67036 0115	06-00-33101		MONTHLY SERVICE	1704.73
HERITAGE F/S, INC.	65458	06-00-33300		GASOLINE/DIESEL	160.24

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
MENARDS - MATTESON 73368		06-00-33501		SHOP SUPPLIES	115.72
ZEE MEDICAL, INC. 0100194896		06-00-33501		MEDICAL KIT	75.30
SPECIALTY SHIPPING & CRATING 15008		06-00-33600		WATER TESTING	52.84
UNIFIRST CORPORATION 062 0105322		06-00-33800		WEEKLY SERVICE	63.76
UNIFIRST CORPORATION 062 0106366		06-00-33800		WEEKLY SERVICE	73.08
GUARANTEED TECHNICAL SERV & CONSULT INC 2012424		06-00-34900		COMPUTER MAINT	315.00
CDW GOVERNMENT INC RT34585		06-00-37900		OTTERBOX NOTE PRO	68.57
TOTAL FOR FUND 06		DEPT. 00			12056.02
TOTAL FOR FUND 06				12056.02	
ALL-RIGHT SIGN, INC 26580		07-00-31805		VINYL LETTERING	211.00
B & K SERVICES OF ILLINOIS INC. 17948		07-00-31805		VEHICLE MAINT	1030.06
HERITAGE F/S, INC. 65458		07-00-33300		GASOLINE/DIESEL	160.24
ZEE MEDICAL, INC. 0100194896		07-00-33501		MEDICAL KIT	75.30
UNIFIRST CORPORATION 062 0105322		07-00-33800		WEEKLY SERVICE	63.76
UNIFIRST CORPORATION 062 0106366		07-00-33800		WEEKLY SERVICE	73.08
TOTAL FOR FUND 07		DEPT. 00			1613.44
TOTAL FOR FUND 07				1613.44	
CARGILL INCORPORATED 2902085398		08-00-33910		ROAD SALT	5731.36
CARGILL INCORPORATED 2902087309		08-00-33910		ROAD SALT	5521.87
CARGILL INCORPORATED 2902090600		08-00-33910		ROAD SALT	2877.30
CARGILL INCORPORATED 2902094647		08-00-33910		ROAD SALT	2852.41
TOTAL FOR FUND 08		DEPT. 00			16982.94
TOTAL FOR FUND 08				16982.94	

SYS DATE:01/29/15

Village of Steger

SYS TIME:13:54

A / P W A R R A N T L I S T

[NW2]

REGISTER # 572

DATE: 01/29/15

Thursday January 29, 2015

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
SAM'S CLUB/GECF	006 2685	13-50-33930		CONCESSION STAND	81.44
SAM'S CLUB/GECF	008 2983	13-50-33930		CONCESSION STAND	750.78
MIKES SPORTING GOODS	AAD004201-AD01	13-50-37305		BASKETBALL UNIFOR	650.00
MIKES SPORTING GOODS	AAD004228-AJ02	13-50-37305		BASKETBALL UNIFOR	14.00
BAYLOR BASKETBALL	ENTRY FEES	13-50-38903		3RD/4TH GRADE TEA	550.00
BAYLOR BASKETBALL	ENTRY FEES	13-50-38903		7TH GRADE TEAM	550.00
TOTAL FOR FUND 13		DEPT. 50			2596.22
MIKES SPORTING GOODS	AAD004210-AJ02	13-55-38101		UNIFORMS	18.00
MIKES SPORTING GOODS	AAD004211-AJ02	13-55-38101		VOLLEYBALL UNIFOR	122.00
PALOS SPORTS	191164-00	13-55-38101		VOLLEYBALLS	165.92
TOTAL FOR FUND 13		DEPT. 55			305.92
TOTAL FOR FUND 13				2902.14	
COY'S AUTO REBUILDERS INC	2249	15-00-36601		VEHICLE MAINT	2341.53
VISION SERVICE PLAN (IL)	FEBRUARY 2015	15-00-36901		MONTHLY PREMIUM	364.80
HUMANA DENTAL	181932936	15-00-36903		january 2015 prem	2346.63
TOTAL FOR FUND 15		DEPT. 00			5052.96
TOTAL FOR FUND 15				5052.96	
ILLINOIS FIRE & POLICE EQUIPMENT	26834	16-00-31805		LIGHTBAR MOUNT KI	70.00
NAPA AUTO PARTS	030682	16-00-31805		VEHICLE MIANT	247.74
NAPA AUTO PARTS	122314	16-00-31805		VEHICLE MAINT	526.59
O'REILLY AUTO PARTS	3141-329061	16-00-31805		VEHICLE MAINT	46.41
O'REILLY AUTO PARTS	3414-329099	16-00-31805		VEHICLE MAINT	113.97
O'REILLY AUTO PARTS	3414-329379	16-00-31805		VEHICLE MAINT	7.39

SYS DATE:01/29/15

Village of Steger

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[NW2]

REGISTER # 572

DATE: 01/29/15

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
HERITAGE F/S, INC. 65457		16-00-33300		GASOLINE	157.13
COMCAST 011015		16-00-33700		MONTHLY SERVICE	55.88
PROTECTION ONE ALARM MONITORING, INC. 010115		16-00-33704		MONTHLY SERVICE	48.92
PROTECTION ONE ALARM MONITORING, INC. 011415		16-00-33704		MONTHLY SERVICE	76.58
TYCO INTEGRATED SECURITY 23499124		16-00-33704		QRTRLY SERVICE	170.28
COMCAST 011015		16-00-33900		MONTHLY SERVICE	74.90
TOTAL FOR FUND 16		DEPT. 00			1595.79
TOTAL FOR FUND 16				1595.79	

** TOTAL CHECKS TO BE ISSUED		88492.87
01	CORPORATE	32458.73
02	FIRE PROTECTION	6539.07
03	PLAYGROUND/RECREATION	980.46
04	POLICE PROTECTION	8311.32
06	WATER/SEWER FUND	12056.02
07	ROAD & BRIDGE	1613.44
08	MOTOR FUEL TAX	16982.94
13	BOOSTER CLUB	2902.14
15	LIABILITY INSURANCE FUND	5052.96
16	H.S.E.M.	1595.79
TOTAL FOR REGULAR CHECKS:		88,492.87

SYS DATE:01/29/15

Village of Steger

SYS TIME:13:54

DATE: 01/29/15

A / P W A R R A N T L I S T  
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A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)  
=====

PAYABLE TO	INV NO	REG NO G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GLENWOOD OAKS RESTAURANT	379985	765	01/23/15	D187	
			01-00-38840	GMT LUNCH TILTON	35.00
NIU	510924	765	01/07/15	D181	
			01-00-38800	CONFERENCE REG TI	200.00

TOTAL FOR FUND 01 DEPT. 00 235.00

INTERNATIONAL CODE COUNCIL	265604493	765	01/23/15	D186	
			01-01-38400	TRAINING BIRIS	168.00

TOTAL FOR FUND 01 DEPT. 01 168.00

TOTAL FOR FUND 01 403.00

A T & T	708754359301	765	01/21/15	D185	
			04-00-33700	PHONE SERVICE	405.08
FBI NATIONAL ACADEMY ASSOCIATION	162015	765S, INC	01/08/15	D182	
			04-00-38901	RENEWAL - MORMANN	95.00
ILLINOIS ASSOCIATION OF CHEF	11215	765 OF POLICE	01/13/15	D183	
			04-00-38901	RENEWAL	99.00

TOTAL FOR FUND 04 DEPT. 00 599.08

TOTAL FOR FUND 04 599.08

POSTMASTER	104	765	01/16/15	D184	
			06-00-33600	POSTAGE WATER BIL	405.72

TOTAL FOR FUND 06 DEPT. 00 405.72

TOTAL FOR FUND 06 405.72

\*\* TOTAL MANUAL CHECKS LISTED 1407.80

\*\* TOTAL OF ALL LISTED CHECKS 89900.67



DEL GALDO LAW GROUP, LLC

*Attorneys & Counselors*

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www.dglawgroup.com

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*tabled*  
*11-3-14*  
*11-17-14*  
*12-1-14*  
*12-15-14*  
*1-20-15*

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• **MEMORANDUM** •

TO: THE HONORABLE VILLAGE PRESIDENT  
THE HONORABLE BOARD OF TRUSTEES

CC: THE HONORABLE VILLAGE CLERK

FROM: AMBER L. MUNDAY, ESQ.

DATE: OCTOBER 17, 2014

**SUBJECT: DRAFT VILLAGE OF STEGER FINANCIAL POLICY**

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Attached for your review, please find a preliminary draft of the requested Finance Policy (the “Policy”) for the Village of Steger. This draft includes a blend of financial reporting, accounting and procedural requirements established by governing law and policy statements sampled from other Illinois, non-home rule municipalities. Where the provisions of this Policy include mandatory provisions of State law, the statutory citation is provided to indicate the same.

Del Galdo Law Group, LLC expresses no opinion with regard to and this draft should not be read as a recommendation for the adoption of any specific policy decision. To the contrary, this draft merely provides examples of policies adopted by other municipalities on topics related to municipal finance for your consideration.

Finalizing the Policy will necessarily require review and revision by elected officials and staff familiar with the Village’s existing policies and procedures.

Please review and contact me at (708) 222-7000 if you would like discuss.

This document and the information in it is private and confidential and is only for the use and review of the designated recipient(s) named above. If you are not the designated recipient, do not read, review, disseminate, copy, or distribute this document, as it is strictly prohibited. The sender of this document hereby claims all privileges at law or in equity regarding this document, and specifically does not waive any privilege related to the secrecy of this document.

*This PRELIMINARY DRAFT is subject to ATTORNEY-CLIENT PRIVILEGE and contains recommendations and expresses opinions with regard to the formulation of actions and policies for the Village of Steger.*

**FINANCIAL POLICIES OF THE VILLAGE OF STEGER,**  
**ILLINOIS**

Adopted and approved on \_\_\_\_\_

By Ordinance \_\_\_\_\_

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DRAFT



## **FINANCIAL POLICIES OF THE VILLAGE OF STEGER**

### **Introduction**

The Financial Policies (the “Policies”) of the Village of Steger (the “Village”) are the basic guidelines for the management of the Village’s financial operations and have been developed in accordance with all applicable provisions of Illinois law. These policies assist the Mayor, Village Board and staff in managing the Village’s financial affairs throughout the year. The policies are to be generally reviewed during the budget process, and modified as appropriate to accommodate changing fiscal conditions and policy initiatives.

These Policies are not an exhaustive listing of all policies, procedures, ordinances, rules, or statutes relating to or governing the Village’s financial operations, nor should these policies be relied on in lieu of reviewing the requirements of Illinois law and/or the provisions of the Municipal Code of Steger, Illinois. Rather, these are meant to be general guidelines to be referred to by Village Staff and residents. These policies shall not be read as binding upon the Corporate Authorities and are merely a guideline for the efficient operation of the Village.

### **Financial Planning Policies**

1. Effective January 1, 2015, the fiscal year of the Village will begin on January 1<sup>st</sup> of each year and end on December 31<sup>st</sup> of the following year. All accounting and budgeting functions of the Village will occur in conjunction with this fiscal time period.
2. The Village Staff shall endeavor to present a balanced budget to the Village Board annually. A balanced budget means that current operating expenditures, excluding major capital expenditures, are funded with current recurring revenues. The use of reserves to cover current operating expenditures should be avoided.
3. The Corporate Authorities shall adopt an annual appropriation ordinance within the first quarter of each fiscal year, after publishing all notices and holding all hearings required in connection therewith. (65 ILCS 5/8-2-9). The notices required in connection with the annual appropriation ordinance shall include the disclosure of the total compensation packages of highly compensated employees as required by Section 7.3 of the Open Meetings Act. (5 ILCS 120/7.3). The Village shall file a certified copy of its annual appropriation ordinance, as well as an estimate, certified by its chief fiscal officer, of revenues, by source, anticipated to be received by the Village in the following fiscal year, with the County Clerks of Cook and Will Counties within thirty (30) days after the adoption of the annual appropriation ordinance. (35 ILCS 200/18-50).
4. The Village will avoid budgetary procedures that balance current expenditures at the expense of meeting future year’s expenses, such as postponing expenditures, accruing future year’s revenues, or rolling over short term debt.

5. The budget will provide for adequate maintenance of capital equipment and for its orderly replacement.
6. The budget will provide for adequate funding of all retirement systems, with a uniform reduction of unfunded liabilities, in accordance with either State requirements or an independent actuarial study.
7. Within thirty (30) days after the approval of the annual appropriation ordinance, the Village Staff shall prepare a budget document that includes the legally adopted appropriations and other supplementary information. The document shall describe the previous budget period's accomplishments and the Village's organization-wide goals, an estimate of revenues and budget expenditures by account, department goals and capital improvements.
8. The Village will prepare a three-year projection of revenues and expenditures annually. The projection will display the excess or deficiency of revenues over or under expenditures and the resulting unassigned fund balance. Projections will include estimated operating costs associated with future capital improvements.
9. The Village will integrate performance measurement and productivity indicators within the budget where applicable.
10. The Village will prepare a monthly financial report comparing actual revenues and expenditures to the approved budget amounts. The monthly report will provide a financial analysis that highlights major deviations from the approved budget.
11. Within six (6) months after the end of each fiscal year, the Village Treasurer will prepare and file with the Village Clerk an annual accounting of moneys received and expenditures incurred during the preceding fiscal year and the Village Clerk shall publish the same in a newspaper in general circulation within the Village. (65 ILCS 5/3.1-35-65).

#### **Revenue Policies**

1. The Village will maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any single revenue source.
2. The Village shall estimate its annual revenues conservatively, using an objective analytical approach, taking into account all available information.
3. Potential revenue sources will be examined annually.
4. The year-to-year increase of actual revenues from the property tax levy will not exceed five percent (5%) or such other amount as may be permitted pursuant to the Property Tax Extension Limitation Law. (35 ILCS 200/18-185, *et seq.*)

5. The Village will set fees and user chargers for the Waterworks and Sewerage Fund at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets.
6. The Village shall establish, where possible, all other user chargers and fees at a level that attempts to recover the full cost of providing the services, including an amount for the cost associated with any capital assets used to provide the services.
7. On or before the last Tuesday in December in each year, the Corporate Authorities shall adopt an ordinance levying taxes upon all property subject to taxation within the Village in such amounts as are deemed necessary to defray the costs of the appropriations previously legally made for the Village. (65 ILCS 5/8-3-1). A certified copy of the levy ordinance shall be filed with the County Clerks of Cook and Will Counties. At least twenty (20) days prior to the adoption of such tax levy ordinance, the Corporate Authorities shall determine the amounts of money, exclusive of election costs (if any), estimated to be necessary to be raised by taxation for that year upon the taxable property within the Village. (35 ILCS 200/18-60). The Village shall comply with all public hearings, notification and certification requirements set forth in the Truth in Taxation Law in connection with the adoption of the tax levy ordinance. (35 ILCS 200/18-55, *et seq.*).

#### **Expenditure Policies**

1. The Village will fund all operating expenditures in a particular fund from operating revenues generated by the fund. In developing the budget, recommendations will be made regarding service level adjustments that may be necessary to meet this objective. Service levels will not be expanded beyond the Village's ability to utilize current revenues to pay for the expansion of services.
2. The Village will continually assess its organization and service provision efforts in order to provide service enhancements or cost reductions by increasing efficiency or effectiveness. The Village shall also constantly strive to provide the same highest quality of services using the most efficient means possible. During each budget process the Village will assess its current organization and service provision strategy and make adjustments if the analysis demonstrates that a particular enhancement would improve or reduce cost.
3. The Village will provide sufficient resources to train employees and thereby develop the specialized knowledge and expertise necessary to maintain and improve the quality of Village services.
4. The Village will strive to adopt new technologies and techniques that will improve efficiency and allow the Village to maintain or improve the level of service provided to residents.

5. The Village will attempt to maximize its financial resources by encouraging intergovernmental cooperation. The establishment of intergovernmental service agreements with other units of government may allow the Village to provide residents a higher level of service at a reduced cost. The Village will consider intergovernmental agreements as a means to enhance services or reduce costs.
6. Pension Trust Funds are funded based on actuarial requirements and applicable funding requirements. The Village shall obtain an actuarial statement from the Public Pension Division of the Illinois Department of Financial and Professional Regulation or from a qualified actuary in order to determine annual pension funding requirements. (40 ILCS 5/1A-111).

### *Capital Improvement Policies*

1. The Village will make all capital improvements in accordance with an adopted Capital Improvement Plan (CIP).
2. The CIP shall include all capital equipment and improvements with a value of \$10,000.00 or more.
3. The Village will develop a plan for capital improvements and update it as necessary. As part of this process, the Village will assess the condition of all major capital assets and infrastructure, including, but not limited to, buildings, streets, alleys, water mains, and sewer lines.
4. The Village will enact an annual capital budget based on the five-year capital improvement plan.
5. The Village will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget projections.
6. The Village will use intergovernmental assistance to finance capital improvements in accordance with Village plans and priorities.
7. The Village will maintain all its assets at a level adequate to protect the Village's capital investment and to minimize future maintenance and replacement costs.
8. The Village will project its equipment replacement need for the next five years and update this projection each year. A replacement schedule will be developed from this projection.
9. The Village will project capital asset maintenance and improvement needs for the next five years and update this projection each year. A maintenance and improvement schedule will be developed for this projection.

10. The Village will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the Village Board for approval.
11. The Village will determine the least costly financing method for each new project.

#### **Debt Policies**

1. The Village will confine long-term debt borrowing to capital improvements or projects which result in a product that will have a life of five years or more and which cannot be financed from current revenues.
2. When the Village finances projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
3. When the Village finances projects by issuing bonds without referendum, the amount of such bonds, together with other bonds issued without referendum and outstanding, shall not exceed at the time of issue one-half of 1% of the assessed value of all the taxable property located within the corporate boundaries of the Village (65 ILCS 5/8-5-16).
4. The Village will maintain good communications with bond rating agencies about its financial condition. The Village will follow a policy of full disclosure on every financial report and bond prospectus.
5. The Village will make every effort to maintain a relatively level and stable annual debt service for all long-term general obligation bonds.
6. The Village may not become indebted in any manner or for any purpose to an amount, including existing indebtedness in the aggregate exceeding 8.625% on the value of the taxable property within the corporate boundaries of the Village, as ascertained by the last assessment for state and county purposes prior to the incurring of the indebtedness (65 ILCS 5/8-5-1).
7. The Village will endeavor to adopt legislation abating its annual debt service levy, in full or in part, in every fiscal year in which an alternate source of funds is available for the payment of a particular debt. Certified copies all tax abatement legislation shall be filed with the County Clerks of Cook and Will Counties, as applicable, prior to the respective County's extension of property taxes for the applicable tax year.

#### **Accounting and Financial Reporting Policies**

1. The Village will establish and maintain a high standard of accounting practices.
2. Following the conclusion of the fiscal year, the Village will prepare a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) established by the Governmental Accounting Standards Board

(GASB). The CAFR shall also satisfy all criteria for the Government Finance Officers Association's Certificate for Achievement for Excellence in Financial Reporting.

3. Monthly financial reports shall be prepared and submitted to the board. The reports shall include a summary of financial activity.
4. An independent certified public accounting firm will perform an annual audit within six (6) months after the close of the fiscal year in accordance with generally accepted auditing standards and will publicly issue a financial opinion and file annually with the Comptroller a supplemental report on forms devised and approved by the Comptroller. (65 ILCS 5/8-8-3). The annual audit report shall be filed with the Village, made available for public inspection and filed with the Comptroller. (65 ILCS 5/8-8-7).
5. The Village shall request proposals from qualified independent accounting firms to conduct the annual audit every five years using a request for proposal process.
6. *See also* Section 2-176 through 2-183 of the Municipal Code of Steger, integrated herein by reference.

#### **Purchasing Policy**

1. The following is intended as a guideline for the Village of Steger Department Heads and their appointed designees in processing purchase requests.
2. The primary rules for purchase authorizations are that each Department Head is ultimately responsible for purchases charged to his or her department. Therefore, prior to initiating any purchase, the department head must confirm that his or her department has sufficient budgeted dollars to finance the intended acquisition.
3. Purchases totaling five thousand dollars or more: As a general rule, all purchase requests for goods and services rendered in an amount of Five Thousand and No/100 U.S. Dollars (\$5,000.00) or greater, must be presented to the Village Board for approval and three (3) competitive bids and/or proposals must accompany the purchase request. Please note that this section does not apply to services requiring unique skill or knowledge including, without limitation, professional services.

4. In order to promote efficient operations, purchases for less than Five Hundred and No/100 U.S. Dollars (\$500.00) will not require purchase order documentation. When placing an order for purchases that total less than Five Hundred and No/100 U.S. Dollars (\$500.00), Department Heads must supply the vendor with his/her name and the name of department in lieu of a purchase order.
5. Purchases for public works costing in excess of Twenty Thousand and No/100 U.S. Dollars (\$20,000.00) shall be purchased through contracts to the lowest responsible bidder after advertising for bids except as otherwise set forth in Section 8-9-1 of the Illinois Municipal Code. (65 ILCS 5/8-9-1).
6. *Annual Budget:* For purposes of preparing an annual budget, each Department Head will be required to send a list of all vendors utilized by that Department, which list shall include descriptions of goods and monies paid for such goods, to the Village Administrator. The list must be sent to the Village Administrator no later than January 31<sup>st</sup> for the prior calendar year.

#### **Redevelopment Project Areas**

1. The Village shall submit to the State Comptroller and to all taxing districts overlapping the boundaries of a redevelopment project area an annual TIF report for each active redevelopment project area within the Village within one hundred eighty (180) days after the end of the fiscal year and thereafter convene a joint review board as required by Section 11-74.4-5 of the Tax Increment Redevelopment Act (65 ILCS 5/11-74.4-5).
2. The Village has the following active Redevelopment Project Areas:
  - a) TIF #1 was designated on January 1, 1997. Any redevelopment project or obligation funded with tax increment financing in TIF#1 must be scheduled to be completed before December 31, 2021, the date that TIF#1 is set to terminate.
  - b) TIF#2 was designated on March 18, 2002. Any redevelopment project or obligation funded with tax increment financing in TIF#2 must be scheduled to be completed before December 31, 2026.
  - c) TIF#3 was designed on April 19, 2004. Any redevelopment project or obligation funded with tax increment financing in TIF#3 must be scheduled to be completed before December 31, 2028.
  - d) TIF#4 was designated on March 21, 2005. Any redevelopment project or obligation funded with tax increment financing in TIF#4 must be scheduled to be completed before December 31, 2029.

**Investment Policy**

1. See Section 2-6 of the Municipal Code of Steger, Illinois, integrated herein by reference.

**Taxation**

2. See Chapter 78 of the Municipal Code of Steger, Illinois, integrated herein by reference.

DRAFT



tabled 1-5-15  
1-20-15

VILLAGE OF STEGER

APPLICATION FOR LICENSE TO SELL ALCOHOLIC LIQUOR AT RETAIL

Application for License to Sell Beer & Liquor  
(Beer, Liquor; Beer and Liquor)

To the \_\_\_\_\_ of \_\_\_\_\_ and State of Illinois:

The undersigned hereby makes application for a license for the sale at retail of alcoholic liquors under the provision of an Act entitled, "An Act relating to alcoholic liquors."

1. Name Mahmood Lakha Home Phone: 51  
Address 4225 W 79th Place Bus. Phone: 773 716 9874  
Chicago, IL 60652 847 679 5398  
If a partnership or corporation, list name and address of partners, officers and directors.

Mahmood Lakha  
President & Secretary  
USA

2. Citizenship USA Place of birth Karachi, Pakistan  
Time and place of naturalization Chicago, IL

2. Citizenship \_\_\_\_\_ Place of birth \_\_\_\_\_  
Time and place of naturalization \_\_\_\_\_

3. Character of business of applicant is Corporation

4. Length of time in that business 15 Years

5. Amount of goods, wares and merchandise on hand \_\_\_\_\_

6. Location and description of premises or place of business which is to be operated under such license Gas station  
500 W 30th Street, Steger IL 60475

7. The applicant has not made a similar application for a similar other license on premises other than described in this application.

Disposition of such application \_\_\_\_\_

8. Applicant has never been convicted of a felony and is not disqualified to receive a license by reason of any matter or thing contained in this Act.

9. State whether a previous license by any state or subdivision thereof, or by the federal government has been revoked Yes

NO  
Give reasons therefor \_\_\_\_\_

10. Applicant has received a local license from \_\_\_\_\_ to sell alcoholic liquor at retail.

11. Applicant will not violate any of the laws of the State of Illinois or of the United States in the conduct of his place of business.

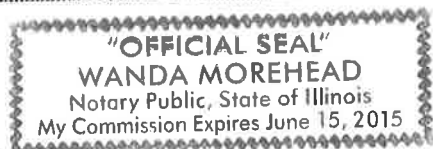
12. Applicant has not received or borrowed money or anything else of value, and will not receive or borrow money or anything else of value (other than merchandising credit in the ordinary course of business for a period not to exceed ninety days, as expressly permitted under Section 4 of Article VI hereof), directly or indirectly from any manufacturer, importing distributor or distributor, representative of any such manufacturer, importing distributor or distributor, nor be a party in any way, directly or indirectly, to any violation by a manufacturer, distributor or importing distributor of Section 5 of Article VI of this Act.

Dated this 18 day of DECEMBER A. D. 2014  
Mahmood Lakha  
Applicant.

STATE OF ILLINOIS,  
County of COOK } ss.

MAHMOOD LAKHA, being first duly sworn upon \_\_\_\_\_  
oath states that \_\_\_\_\_ read the above and foregoing application and knows the contents thereof, and that the same and the facts therein are true.

Subscribed and sworn to before me this 18  
day of DECEMBER A. D. 2014  
Janae [Signature]  
Notary Public.



*Filed  
1-20-15  
scf*

**BUSINESS LICENSE APPLICATION**

BUSINESS NAME: Fadi Wireless Inc ADDRESS: 3335 Chicago Road

APPLICANT'S NAME: Fadi Mohammad ADDRESS: 6 Old Farm South Court

CITY: Bradley STATE: IL ZIP CODE: 60915

BUSINESS PHONE: \_\_\_\_\_ HOME PHONE: 815-295-2036

TYPE OF BUSINESS: (Please explain your proposed operations, types of products and services include hours of operations and whether your business is wholesale or retail) \_\_\_\_\_

Boost Mobile Cell phone store. We also sell accessories and air time and repairs.

STATE TAX NO.: 4094-7972 THE VILLAGE OF STEGER MUST BE NAMED ON YOUR STATE TAX FORM AS RECEIPT OF SALES TAX

FLAMMABLE MATERIALS?: NO INSIDE: \_\_\_\_\_ OUTSIDE: \_\_\_\_\_

PARKING SPACES: CUSTOMER: \_\_\_\_\_ HANDICAP: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Return completed application, along with \$50.00 fee to the Village Clerk's Office. The completed application will be presented to the Village Board for approval pending inspections. Once your business is set up, you must contact the Village Hall and set up for three (3) inspections (Fire, Building and Health). Once the inspections have been approved, your final business license invoice must be paid. Your final official business license will be hand delivered to your business.

Applicant's Signature: *Fadi Mohammad* Date: 11-11-14

**FOR OFFICE USE ONLY**

ZONING OF PROPERTY: \_\_\_\_\_ seg 17780

INSPECTIONS: BUILDING DATE: 1-05-15 APPROVED BY: *[Signature]*

FIRE DATE: 1-7-15 APPROVED BY: *[Signature]*

HEALTH DATE: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_

BOARD APPROVAL: DATE: \_\_\_\_\_ 45 DAY TEMPORARY LICENSE EXPIRES: \_\_\_\_\_

INSPECTION FEES: AMOUNT PAID: \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_

**Sec. 22-45. - General business license.**

- (a) No person shall engage in the business of dealing in merchandise, wares, or goods of any kind or nature, or operate a factory or any other business not otherwise licensed by a special ordinance, without first obtaining a license therefor.
- (b) Specifically excluded from the provisions of subsection (a) are persons offering professional services engaged in the practice of medicine, dentistry, law, architecture, and engineering.
- (c) The annual fee for such license shall be as set by separate ordinance; provided that upon application made after the expiration of the first six months of the license year, a license shall be issued upon the payment of one-half of such fee.
- (d) All businesses included in this section must be operated so as not to create a fire hazard. The premises in which the businesses are operated shall be regularly inspected by the fire inspector, who shall be authorized to make any regulations as to exits, fire escapes, or fire prevention as are necessary. The inspections herein provided may be in addition to other inspections provided in this chapter.

*(Code 1969, § 110.015)*

**Cross reference—** Fire prevention and protection, ch. 34.

**ARTICLE I. - IN GENERAL****Sec. 22-1. - Security patrol in certain residential rental apartment complexes.**

- (a) All apartment complexes containing 100 or more units shall provide a 24-hour onsite security patrol at the ratio of one officer for every 300 units during the hours of 2:00 p.m. to 4:00 a.m. and one officer for every 600 units from 4:00 a.m. to 2:00 p.m.
- (b) The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
- Complex* means a cluster of apartment buildings which use common roadways, parking lots, play areas, swimming pools, etc., regardless of whether or not the actual ownership of the individual units or group of units is held by the same person.
- (c) Any person violating this section shall be fined as provided in section 1-12. In addition thereto, any person violating this section shall forfeit any claim to any occupancy permits until the complex is in compliance with this section.

(Code 1969, § 99.001)

**Cross reference—** Definitions and rules of construction generally, § 1-2; law enforcement, ch. 54.

**Secs. 22-2—22-30. - Reserved.**

BUSINESS LICENSE APPLICATION

BUSINESS NAME: Hey Ma! tattoo ADDRESS: 3218 unit 13

APPLICANT'S NAME: David Slaver ADDRESS: 1842 w norfolk

CITY: crete STATE: IL ZIP CODE: 60417

BUSINESS PHONE: 755-0893 HOME PHONE: 708-257-1233

TYPE OF BUSINESS: (Please explain your proposed operations, types of products and services include hours of operations and whether your business is wholesale or retail) tattoo

body piercing 12-9 Tues - sat retail selling t-shirts  
body jewelry, misc tattoo merchandise

STATE TAX NO.: Applied for THE VILLAGE OF STEGER MUST BE NAMED ON YOUR STATE TAX FORM AS RECEIPT OF SALES TAX

FLAMMABLE MATERIALS? : \_\_\_\_\_ INSIDE: \_\_\_\_\_ OUTSIDE: \_\_\_\_\_

PARKING SPACES: CUSTOMER: ✓ HANDICAP: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Return completed application, along with \$50.00 fee to the Village Clerk's Office. The completed application will be presented to the Village Board for approval pending inspections. Once your business is set up, you must contact the Village Hall and set up for three (3) inspections (Fire, Building and Health). Once the inspections have been approved, your final business license invoice must be paid. Your final official business license will be hand delivered to your business.

Applicant's Signature: David Slaver Date: 1-20-15

FOR OFFICE USE ONLY

ZONING OF PROPERTY: \_\_\_\_\_

INSPECTIONS:	BUILDING	DATE: _____	APPROVED BY: _____
	FIRE	DATE: _____	APPROVED BY: _____
	HEALTH	DATE: _____	APPROVED BY: _____

BOARD APPROVAL: DATE: \_\_\_\_\_ 45 DAY TEMPORARY LICENSE EXPIRES: \_\_\_\_\_

INSPECTION FEES: AMOUNT PAID: 50.00 DATE PAID: 1/21/15 RECEIPT #: 64461

BUSINESS LICENSE APPLICATION

BUSINESS NAME: Dew's Produce LLC ADDRESS: 670 E. Sauk Trail

BUSINESS OWNER'S NAME: Clarence A. Dew

ADDRESS: 670 E. Sauk Trail CITY/STATE: Steger/IL ZIP: 60475

BUSINESS PHONE: 708-758-1364 HOME PHONE: 708-758-1364

TYPE OF BUSINESS: Farm WHOLESALE:  RETAIL:

STATE TAX NO.: 0296-6034 THE VILLAGE OF STEGER MUST BE NAMED ON YOUR STATE TAX FORM AS RECEIPT OF SALES TAX

Return completed application, along with \$50.00, non-refundable, to cover inspection fees to the Village Clerk's Office. The completed application will go before the Village Board for temporary approval.

In accordance with Ordinance No. 895, all inspections on the business must be made and the property brought into compliance with all pertinent State and Village Codes within 45 days from the issuance of the **TEMPORARY APPROVAL** or the business license will terminate. At that point, you will not be allowed to conduct business until such time as the property is brought into compliance with State and Village Codes and the Village Board grants final approval.

In accordance with Ordinance No. 850, it shall be unlawful for any person, firm or corporation to paint, erect, construct, alter, relocate, expand or change the face of any sign within the Village unless a permit has been issued by the Village of Steger. (see attached sign permit application)

Applicant's Signature: Clarence A. Dew Date: 1-29-2015

FOR OFFICE USE ONLY

CURRENT ZONING OF PROPERTY: \_\_\_\_\_ ZONING REQUIRED: \_\_\_\_\_

INSPECTIONS:	BUILDING	DATE: _____	APPROVED BY: _____
	FIRE	DATE: _____	APPROVED BY: _____
	HEALTH	DATE: _____	APPROVED BY: _____

INSPECTION FEES: AMOUNT PAID: 50.00 DATE PAID: 1/30/15 RECEIPT #: 64578

COPIES DISTRIBUTED TO: Code Enforcement: \_\_\_\_\_ Water Billing: \_\_\_\_\_

TEMPORARY APPROVAL GRANTED BY VILLAGE BOARD ON: \_\_\_\_\_

INTERGOVERNMENTAL AGREEMENT

BY AND BETWEEN

THE WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD

AND THE

**Village of Steger**

*Agency Name*

FOR THE FUNDING OF A 9-1-1 SURCHARGE REALLOCATION

Pursuant to the FY 2015  
Surcharge Reallocation Grant Program

Effective December 1, 2014 to September 30, 2015

DATED: \_\_\_\_\_

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM  
BOARD  
AND THE MUNICIPAL AGENCY OR PUBLIC SAFETY ANSWERING POINT  
KNOWN AS**

**Village of Steger**

*Agency Name*

**FOR THE FUNDING OF A 9-1-1 SURCHARGE REALLOCATION**

This AGREEMENT is made and entered into on the 2nd day of February , 2015, by and between the WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD (hereafter referred to as "ETSB") and the MUNICIPAL AGENCY or Public Safety Answering Point (hereafter referred to as "PSAP" known as **Village of Steger**(hereafter referred to as "MUNICIPAL AGENCY or PSAP").

WHEREAS, the ETSB has created a Surcharge Reallocation program as outlined in "exhibit one", attached hereto, and hereby incorporated by reference; and

WHEREAS, the MUNICIPAL AGENCY or PSAP has agreed to participate in said Surcharge Reallocation program, and by doing so, has agreed to all of the terms and conditions as outlined in said agreement; and

WHEREAS, the provisions of Article VII, Section 10 of the 1970 Illinois Constitution and the provisions of the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorize and encourage intergovernmental cooperation;

NOW, THEREFORE, in consideration of the promises, covenants, terms and conditions set forth in this AGREEMENT and the attached "Exhibit One," the sufficiency of which are hereby acknowledged, the ETSB, and the MUNICIPAL AGENCY or PSAP agree as follows:

- A. That the parties agree to be bound by each and every term and condition as set forth in "Exhibit Two" and that all such terms and conditions are hereby made a part of this agreement as if here fully set forth in this INTERGOVERNMENTAL AGREEMENT.
- B. That this Surcharge Reallocation is expressly given by the ETSB to the MUNICIPAL AGENCY or PSAP as a single Surcharge Reallocation for specific qualifying goods and/or services in accordance with "Exhibit Two", and is not to be construed as a continuing Surcharge Reallocation for this, or any other purpose.
- C. That this Surcharge Reallocation is not a continuing Surcharge Reallocation but is limited to a one time only agreement, unless the ETSB, at its sole discretion, determines that additional Surcharge Reallocations or extensions are to be allowed.



- D. The term of the Agreement will take effect as of December 1, 2014 and continue through September 30, 2015. However, the Agreement may be extended for an additional period of time, not to exceed ninety (90) days by approval of the ETSB. Such requests shall be submitted in writing and directed to Steve Figved, Chief Administrator, Will County ETSB, 2561 W. Division St., Suite 101, Joliet, IL 60435.
- E. The receiving agency acknowledges that all purchases made by it shall be legal, proper and in accordance with the "Emergency Telephone System Act", 50 ILCS 750.
- F. That attached hereto, and hereby incorporated by reference as "Exhibit One", is the specific dollar amount of the Surcharge Reallocation as approved by the ETSB.
- G. That attached hereto, and hereby incorporated by reference as "Exhibit Four", is the Surcharge Expenditure Audit Report form that shall be completed by the MUNICIPAL AGENCY or PSAP in accordance with "Exhibit Two".
- H. That attached hereto, and hereby incorporated by reference as "Exhibit Three", is the Contact Information-Project Proposal form that shall be completed by the MUNICIPAL AGENCY or PSAP and returned to the ETSB with this executed agreement.

I. MISCELLANEOUS

1. Nonliability: No party to this AGREEMENT shall be liable to any other party for any loss, claim or damages as a result of any delay or failure in the performance of any obligation hereunder, directly or indirectly caused by or resulting from acts of the other party, acts of the government, acts of God, acts of third persons, strikes, embargoes, delays in the mail, transportation and delivery, network or power failures and shortages, fires, floods, epidemics and unusually severe weather conditions, or other causes beyond the control of such party.
2. Binding effect: This AGREEMENT shall be binding upon and inure to the benefit of the successors and assigns of the parties as if they too were parties.
3. Severability: The parties agree that to the extent a court of competent jurisdiction shall determine that any part or provision of this AGREEMENT is unenforceable as a matter of law, such part or provision of the AGREEMENT shall be deemed severable and the remainder of the AGREEMENT shall survive.
4. Notice: All notices required herein shall be in writing and be served personally or by registered or certified mail, return receipt requested, upon the parties at their principal administrative offices or as otherwise designated.
5. Governing law: This agreement shall be governed, interpreted and construed according to the laws of the State of Illinois.

6. Amendment: This AGREEMENT and attached exhibits contains the entire agreement of the parties and shall supersede any prior agreements or understandings, written or oral, and may only be altered, modified or amended by written consent of the parties.
7. Compliance with laws: The parties agree that they will each observe and comply with all applicable federal, state and local laws that affect performance under this AGREEMENT.
8. Indemnification: The MUNICIPAL AGENCY or PSAP hereby holds harmless the ETSB for any claims, losses, damages and liabilities whatsoever relative to actions by third parties as a result of this Surcharge Reallocation and/or the purchase of goods and services with the Surcharge Reallocation funds. MUNICIPAL AGENCY or PSAP agrees to hold harmless and defend the ETSB, its staff and Board members, from and against any claims, losses, damages and liabilities, including costs, expenses, and attorney's fees.
9. The ETSB, or its designee, shall have the authority to audit services, equipment or materials purchased through the 9-1-1 Surcharge Reallocation Program to ensure that said services, equipment or materials are being used in accordance with the Emergency Telephone System Act and the 9-1-1 Surcharge Reallocation Program Guidelines. This audit authority shall remain in effect for the life of the service, equipment or materials purchased through the 9-1-1 Surcharge Reallocation. Should the ETSB determine that the service, equipment or materials are not being used in accordance with the Emergency Telephone System Act and the 9-1-1 Surcharge Reallocation Program Guidelines then said service, equipment or materials shall be removed and returned to the ETSB, at the expense of the agency, or the agency shall be required to refund the financial assistance received from the ETSB. The ETSB shall have sole discretion in determining which method of recovery shall be followed by the agency.
10. Forfeiture: Any use of surcharge reallocation funds that is not in compliance with the intergovernmental agreement, shall cause forfeiture of any unexpended reallocation funds and cause forfeiture of any future rights under this or any subsequent grant or surcharge reallocation program by the ETSB.
11. Time Extensions: The term of said agreement will take effect as of December 1, 2014 and continue through September 30, 2015. However, the Agreement may be extended for an additional period of time, not to exceed ninety (90) days after the term's expiration date. The written extension request must be approved by the ETSB.
12. The agency shall pay all reasonable attorneys' fees to the ETSB for any action necessary to enforce any part of this agreement.

**SIGNED:**

WILL COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

BY: \_\_\_\_\_  
Julie Ponce-Doyle, CHAIRMAN

DATED \_\_\_\_\_

MUNICIPAL AGENCY or PSAP - Village of Steger

BY: \_\_\_\_\_

NAME AND TITLE (printed): Kenneth A. Peterson Jr., Village President

DATED: 02/02/2015



MISERICORDIA

Heart of Mercy  
Center

6300 North Ridge • Chicago, IL 60660-1017 • 773-973-6300 • fax 773-973-5214  
www.misericordia.org

January 15, 2015

Carmen S. Recupito, Jr., Village Clerk  
Village of Steger  
35 West 34th Street  
Steger, IL 60475

Dear Friend:

Once again our wonderful Candy Day volunteers, numbering in the thousands, have begun planning for our annual Misericordia/Jelly Belly Candy Days fundraising event. **The dates for 2015 are Friday and Saturday, April 24 and 25.** We have already received permission from the City of Chicago and we hope to receive written permission from you as well. Each year our volunteers stand in street intersections and in front of heavy pedestrian walkways distributing tags and bags of Jelly Belly Candy while collecting donations.

For some areas, this letter is for information only because they do not grant permits for streets or intersections. For other areas this letter is sufficient for the processing of our permit. All other areas will find the information they require attached to this letter. If you need any additional information or have any questions, please contact Misericordia at the Candy Days Hotline: 773-273-4738 or email [mam1967@comcast.net](mailto:mam1967@comcast.net). Permits can be mailed or faxed to Nancy Turry's attention at Misericordia (see address and fax number above).

If you can help, we assure you that this will make a difference in the lives of the 600 children and adults who call Misericordia "Home". They are persons of all races, religions and creeds with disabilities ranging from mild and moderate to severe and profound. Each of them is a gift to us and we are better people because they have touched our lives. The funds we receive from the State cover only a portion of our program costs. This year we must raise \$14 million to cover the cost of programs that are not reimbursed. Our excellent physical and occupational therapy programs and music would not be realities without private contributions. Our vocational, spiritual and recreational programs are also gifts from our friends.

Private donations have allowed us to expand to serve more persons in need. At the present time we have more than 500 people on our waiting list. We know we can never meet all the demands for service but with the help of our friends, we will continue to face the challenges associated with expansion. We have completed our seventh home in the neighboring community and four additional homes on our campus. We have also started and will expand an outreach program for children with disabilities and their families.

For your belief in Misericordia, for your past assistance and your consideration of this request, we are most grateful. God's blessings on you and yours.

Sincerely,

*Sister Rosemary, R.S.M.*

Sister Rosemary Connelly, R.S.M.  
Executive Director

**Steger Locations**

34<sup>th</sup> and Chicago Road



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/12/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. PNP Division Two Pierce Place  Itasca, IL 60143	1-630-773-3800 <b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 630-282-0837/0849 FAX (A/C, No): 847-240-6664 E-MAIL ADDRESS:													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: UNDERWRITERS AT LLOYDS LONDON</td> <td>15792</td> </tr> <tr> <td>INSURER B: PRINCETON EXCESS &amp; SURPLUS LINES INS</td> <td>10786</td> </tr> <tr> <td>INSURER C: STATE NATL INS CO INC</td> <td>12831</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: UNDERWRITERS AT LLOYDS LONDON	15792	INSURER B: PRINCETON EXCESS & SURPLUS LINES INS	10786	INSURER C: STATE NATL INS CO INC	12831	INSURER D:		INSURER E:		INSURER F:
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INSURER F:														
<b>INSURED</b> Catholic Bishop of Chicago A Corporation Sole 835 N. Rush St.  Chicago, IL 60611														

**COVERAGES**

CERTIFICATE NUMBER: 41026402

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			BP1000914	07/01/14	07/01/15	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ Included
							MED EXP (Any one person)	\$ Included
							PERSONAL & ADV INJURY	\$ Included
							GENERAL AGGREGATE	\$ N/A
							PRODUCTS - COMP/OP AGG	\$ Included
								\$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BP1000914	07/01/14	07/01/15	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 1,000,000			R2A3FF000002010	07/01/14	07/01/15	EACH OCCURRENCE	\$ 9,000,000
							AGGREGATE	\$ 9,000,000
								\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			BP1000914	07/01/14	07/01/15	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	
C				NDE0858984-1	07/01/14	07/01/15	E.L. EACH ACCIDENT	\$ 5,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 5,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 5,000,000


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

MISERICORDIA HOME, 6300 NORTH RIDGE, CHICAGO, IL 60660

"CANDY DAYS"

ADDITIONAL INSURED: VILLAGE OF STEGER

**CERTIFICATE HOLDER****CANCELLATION**

*VILLAGE OF STEGER  35 W. 34TH STREET  STEGER, IL 60475  USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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