

VILLAGE OF
STEGER
BOARD OF TRUSTEES
REGULAR MEETING AGENDA
3320 Lewis Avenue, Steger IL 60475

NOVEMBER 19, 2018 7:00pm

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. AWARDS, HONORS, AND SPECIAL RECOGNITIONS

Mayoral Appointment:

Motion to appoint Patrick H. Rossi to the Office of Police Chief, effective December 13, 2018

D. PRESENTATION

Patrick Rossi on the Annual Municipal Compliance Report

E. MINUTES

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. Housing and Community Development Director

3. Attorney

4. Treasurer

5. Trustee/Liaison

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

MONDAY NOVEMBER 19, 2018 BOARD OF TRUSTEE REGULAR MEETING AGENDA

6. Clerk's Report - Holiday Hours for Thanksgiving (for all non-essential services) Closed
Thursday November 22 and Friday November 23.

7. Mayor's Report

H. PAYING OF THE BILLS

I. CORRESPONDENCE

J. UNFINISHED BUSINESS:

K. NEW BUSINESS:

ORDINANCE NO. 1206

AN ORDINANCE AMENDING CHAPTER 2, SECTION 2-67
OF THE MUNICIPAL CODE OF STEGER, ILLINOIS
REGARDING RULES OF ORDER FOR THE VILLAGE OF
STEGER, ILLINOIS

RESOLUTION NO. 1127

A RESOLUTION AUTHORIZING AND APPROVING AN
AGREEMENT BETWEEN THE VILLAGE OF STEGER AND
THE MORTON ARBORETUM TO PROVIDE A GRANT TO
THE VILLAGE OF STEGER, ILLINOIS

Discussion and approval of Tentative 2018 Tax Levy

Discussion and possible approval of the raising of the 2019 Hall Rental, Membership and Aerobic
Card Fees for the Community Center.

Discussion and possible approval of the 2018 "Miracle on 34th Street" expenses

K. ADJOURNMENT

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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 5th day of November, 2018 in the Municipal Building of the Village of Steger with Village President Kenneth A. Peterson presiding and Village Clerk Joseph M. Zagone, Jr, attending.

Village Clerk Joseph M. Zagone, Jr. called the roll. The following Trustees were present, Joyce, Kozy, Lopez and Skrezyna. Trustees Perchinski and Buxton were absent. Also present were; Police Chief Ken Boehm, Director of Public Infrastructure Dave Toepper, EMA Chief Tom Johnston, Community Center Director Diane Rossi, Fire Chief Nowell Fillion and Director of Housing and Community Development Alice Peterson.

AWARDS, HONORS AND SPECIAL RECOGNITION – none

MINUTES

Trustee Lopez made a motion to approve the Minutes of the October 15th Board Meeting and the Special Board Meetings of October 24th and 29th, as all members have copies. Trustee Joyce seconded the motion. Voice vote was called; all ayes. Motion carried.

AUDIENCE PARTICIPATION –

Scott Smith of 87 227th Street inquired about a three tiered "Old Folks Home" directly behind his home. Mayor Peterson explained that a proposal has been received. A hearing with the Planning and Zoning Board will be scheduled and notices mailed regarding the home. Mayor Peterson believes the home to be privately owned. When the hearing is scheduled notices will be delivered to residents within 250-300 feet of the proposed development, a notice will appear in the newspaper and can be published on the Village website. The proposed project is at the end of Miller Road to State Street. Mayor Peterson explained the process of the Planning and Zoning Board to the audience. Jim Patrevito discussed flooding in Miller Woods area that will be increased by asphalt parking lot in the area.

Another neighbor came forward to discuss water issues in Miller Woods area. Director of Public Infrastructure Dave Toepper explained that flood studies have been completed, improvements on Sherman Road and plans for road improvements in the area. The same neighbor stated trucks drive regularly down 227th street causing the culvert to collapse. Chief Boehm asked that the Police Department be called when trucks are on 227th Street.

Mayor Peterson and Trustee Lopez explained discussions were held with Bloom Township and Cook County regarding area flooding.

A neighbor came forward and stated that the trucks make U-turns and have been stuck in mud and sometimes park on the residential road. Chief Boehm asked that he or the supervisor on duty be notified if residents are unhappy with service provided by police officers.

Steve Thurmond stepped forward to share Bloom Trail Theater Troupe will perform Seussical the Musical on November 15th 16th & 17th. Mayor Peterson will have the information posted on the Village website.

Mr. Thurmond also asked if it would be possible to use stickers on doors of residents' homes alerting service personnel of dogs within.

Mary Laws asked about posting dates for meetings and special meetings. Mayor Peterson explained that all meetings are posted on the Village website and on the door of the Village Hall. A Special Meeting was called because action on a property the Village was bidding on was required.

Ms. Laws asked if anything was new at Kmart. Mayor Peterson explained Kmart is in bankruptcy. A buyer is in negotiations with Kmart. 700 Kmart stores were scheduled to be closed.

A resident suggested special meetings and PZBA Hearings be posted on Facebook.

A resident commented the Halloween Party for 250 children was great. Mayor Peterson added that the bonfire at Veterans Park was great as well.

A resident at 239 Durham commented that her water smells. Her home is on a loop and when flushed water just goes around and around. Director Toepper explained water is flushed twice each year; spring and fall. Many improvements have been made including an underground valve study. Another resident asked about hydrants. Chief Fillion explained that 344 hydrants have to be inspected

Mayor Peterson explained that if residents bring issues to the Board they don't need to attend Board Meeting to vent frustration. If your answers are not satisfactory, call the mayor email, schedule a meeting.

REPORTS

Village Administrator Mary Jo Seehausen – was absent

Minutes of November 5, 2018 page 3

Director of Public Infrastructure Dave Toepper – Street Sweeping is scheduled for November 15th & 16th.

Fire Chief Nowell Fillion – Reported the Fire Department worked on two grants this year; one for air packs that was a regional grant with Crete, South Chicago Heights and Beecher. Steger will “host” that grant this year. Beecher is “hosting” a grant for portable radios.

A reminder-November 25th will be the Pancake Breakfast with Steger Fire Association.

Chief Fillion also congratulated Assistant Chief Mike Long on getting married.

Police Chief Ken Boehm- referred to his weekly report.

EMA Chief Tom Johnston siren testing tomorrow.

Community Center Director Diane Rossi reported on the senior luncheon coming this Friday for about 100 seniors.

Housing and Community Development Director Alice Peterson – had no report.

Village Attorney was not present.

TRUSTEES' REPORTS

Trustee Buxton was absent.

Trustee Skrezyna no report

Trustee Lopez no report

Trustee Kozy no report

Trustee Joyce Kiwanis Pancake Breakfast this Sunday 8am-11am at the VFW. Veterans eat free.

Trustee Joyce also asked that residents rake leaves away from sewer grates and culverts, giving Public Works a hand and helping to limit flooding.

Trustee Perchinski- was absent.

VILLAGE CLERK ZAGONE no report.

PRESIDENT PETERSON reminded everyone that Saturday November 24th is the Annual Santa Parade and food drive. Canned goods are used in the annual Christmas baskets. Toys are also appreciated.

BILLS

Trustee Skrezyna made a motion to approve the bills as listed. Trustee Buxton seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez and Skrezyna. Mayor Peterson voted aye. Motion carried.

UNFINISHED BUSINESS- none

CORRESPONDENCE – none

NEW BUSINESS-

Trustee Joyce made a motion to adopt ORDINANCE NO. 1205 AN ORDINANCE, AMENDING CHAPTER 18, BUILDING AND BUILDING REGULATIONS, BY ADDING ARTICLE X, "REGISTRATION OF DEFAULTED MORTGAGES AND VACANT PROPERTY". Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez and Skrezyna. Mayor Peterson voted aye. Motion carried.

Trustee Joyce made a motion to approve RESOLUTION NO. 1126 A RESOLUTION RELATING TO PARTICPATION BY ELECTED OFFICIALS IN THE ILLINOIS MUNICIPAL RETIREMENT FUND. Trustee Kozy seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez and Skrezyna. Mayor Peterson voted aye. Motion carried.

Trustee Joyce made a motion to approve and authorize the execution of the Collective Bargaining agreement between Metropolitan Alliance of Police Steger Chapter 117 and the Village of Steger, commencing on May 1, 2017 and expiring on April 30, 2020. Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez and Skrezyna. Mayor Peterson voted aye. Motion carried.

Trustee Joyce made a motion to approve an AGREEMENT BETWEEN VILLAGE OF STEGER AND PROPERTY REGISTRATION CHAMPIONS, LLC. Trustee Skrezyna seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez and Skrezyna. Mayor Peterson voted aye. Motion carried.

Trustee Joyce made a motion to approve the temporary Business License Application of TWISTED VINE at 3444 Chicago Road, pending inspections. Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy and Lopez. Trustee Skrezyna approved the café and pastries, but not the liquor license. Mayor Peterson voted aye. Motion carried.

ADJOURNMENT

Trustee Joyce made a motion to adjourn. Trustee Lopez seconded the motion. Voice vote was called; all aye. Motion carried.

MEETING ADJOURNED AT 8:03 pm

Kenneth A. Peterson, Jr., Village President

Joseph M. Zagone, Jr., Village Clerk

SYS DATE:11/16/18

Village of Steger

SYS TIME:11:11

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

[NW2]

REGISTER # 876

DATE: 11/16/18

Friday November 16, 2018

PAGE 1

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
NICOR GAS	30319 6 110718	01-00-33200		HEAT	82.28
HERITAGE F/S, INC.	75740	01-00-33300		GASOLINE & OIL	61.38
ALL-RIGHT SIGN, INC	13115	01-00-33400		PRINTING & SUPPLI	72.00
ACE HARDWARE IN STEGER	103118	01-00-33500		OFFICE SUPPLIES	12.58
CINTAS CORPORATION LOCKBOX	5012181021	01-00-33500		OFFICE SUPPLIES	74.19
HINCKLEY SPRINGS	17155983 110718	01-00-33500		OFFICE SUPPLIES	23.76
LOCIS	40121	01-00-33500		OFFICE SUPPLIES	145.00
WALTON OFFICE SUPPLY	306441-0	01-00-33500		OFFICE SUPPLIES	79.80
ABSOLUTE BEST CLEANING SERVICES, INC.	13049	01-00-33502		CLEANING SERVICE	750.00
FEDEX OFFICE	6-355-09073	01-00-33600		POSTAGE	34.44
NEOFUNDS BY NEOPOST	110418	01-00-33600		POSTAGE	1053.89
COMCAST BUSINESS	71919969	01-00-33700		TELEPHONE	424.52
COMCAST	110118	01-00-33700		TELEPHONE	77.21
VERIZON WIRELESS	9817743512	01-00-33700		TELEPHONE	309.74
COMCAST	110118	01-00-33701		CABLE/INTERNET SE	124.90
T & T BUSINESS SYSTEMS, INC.	97423	01-00-33901		RENTAL-EQUIPMENT	141.00
FORTE	33348	01-00-33904		EPAY & LEIN FEES	15.00
KANE MC KENNA AND ASSOCIATES INC	15911	01-00-34102		PROFESSIONAL SERV	262.50
WORKING WELL	00286207-00	01-00-34201		P.ROBINSON RECERT	120.00
GW & ASSOCIATES, PC	1811303	01-00-34500		CONSULTING SERVIC	4550.00
ALFRED G. RONAN, LTD	NOVEMBER 2018	01-00-34500		CONSULTING SERVIC	4000.00
CHICAGO TRIBUNE COMPANY	002059030000	01-00-35400		NOTICES-PLANNING/	144.54
EIGHNER'S FLOWERS-GIFTS	00294687	01-00-38900		MISCELLANEOUS OTH	114.95
EIGHNER'S FLOWERS-GIFTS	00294966	01-00-38900		MISCELLANEOUS OTH	109.95
PROSHRED SECURITY	100118503	01-00-38917		REFUSE/SHREDDING	45.00
TOTAL FOR FUND 01		DEPT. 00			12828.63
PATEL, RAJ	P181101	01-01-22100		REFUND PERMIT FEE	105.00

DATE: 11/16/18

REGISTER # 876
Friday November 16, 2018

PAGE 2

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO
DESCRIPTION

AMOUNT

DIST

TOTAL FOR FUND 01

DEPT. 01

105.00

DRISCOLL, BRIAN

2018-010

01-06-34550

HEARING OFFICER

200.00

MUNICIPAL COLLECTION SERVICES

013235

01-06-34901

C-TICKET EXPENSES

88.98

MUNICIPAL SYSTEMS, INC

16010

01-06-34901

C-TICKET EXPENSES

556.25

TOTAL FOR FUND 01

DEPT. 06

845.23

JAMES HERR & SONS

107341

01-07-31805

MAINT.-VEHICLE

268.30

VERIZON WIRELESS

9817743512

01-07-33700

TELEPHONE

89.52

DRISCOLL, BRIAN

2018-010

01-07-34550

HEARING OFFICER

500.00

MUNICIPAL SYSTEMS, INC

16009

01-07-34902

ADMIN BLDG CODE &

435.00

TOTAL FOR FUND 01

DEPT. 07

1292.82

ANDY FRAIN SERVICES INC

265257

01-19-30900

SALARY - CROSSING

4182.20

TOTAL FOR FUND 01

DEPT. 19

4182.20

O'REILLY AUTO PARTS

3414-480789

01-20-31805

MAINT-VEHICLES

87.85

TOM'S TRUCK REPAIR SOUTH INC

SL9225

01-20-31805

MAINT-VEHICLES

23.50

HERITAGE F/S, INC.

75740

01-20-33300

GASOLINE & OIL

108.53

ACE HARDWARE IN STEGER

103118

01-20-33501

SHOP SUPPLIES

10.13

CINTAS CORPORATION LOCKBOX

5012181021

01-20-33501

SHOP SUPPLIES

74.19

HINCKLEY SPRINGS

17270146 102818

01-20-33501

SHOP SUPPLIES

40.82

VERIZON WIRELESS

9817743512

01-20-33700

TELEPHONE/CELL/AI

158.95

AIRGAS USA LLC

9956998708

01-20-33702

AMBULANCE SUPPLIE

97.89

HENRY SCHEIN

58938155

01-20-33702

AMBULANCE SUPPLIE

51.80

HENRY SCHEIN

59195634

01-20-33702

AMBULANCE SUPPLIE

387.50

CANON FINANCIAL SERVICES, INC

111218

01-20-33901

RENTAL EQUIPMENT

199.58

DATE: 11/16/18

Friday November 16, 2018

PAGE 3

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
=====						
CANON FINANCIAL SERVICES, INC						
19425507	01-20-33901			RENTAL EQUIPMENT	238.20	
PROVEN BUSINESS SYSTEMS						
536700	01-20-33901			RENTAL EQUIPMENT	169.47	
ILLINOIS FIRE INSPECTORS ASSOCIATION						
20160	01-20-38901			DUES ATWOOD 2019	95.00	
TRAINING CONCEPTS, INC.						
37193	01-20-38901			DUES & SUBSCRIPTI	375.00	
TOTAL FOR FUND 01		DEPT. 20			2118.41	
STOKES, CYNTHIA						
A052240	01-40-24500			ADMIN TOW FEES	500.00	
PETTY CASH						
110618	01-40-31100			MAINT-BUILDING	9.17	
JAMES HERR & SONS						
107077	01-40-31805			MAINT-VEHICLES	40.76	
JAMES HERR & SONS						
107352	01-40-31805			MAINT-VEHICLES	40.76	
JAMES HERR & SONS						
107363	01-40-31805			MAINT-VEHICLES	582.12	
JAMES HERR & SONS						
107368	01-40-31805			MAINT-VEHICLES	40.76	
JAMES HERR & SONS						
107387	01-40-31805			MAINT-VEHICLES	40.76	
NICOR GAS						
30319 6 110718	01-40-33200			HEAT	82.28	
NICOR GAS						
51000 5 110518	01-40-33200			HEAT	428.05	
HERITAGE F/S, INC.						
75740	01-40-33300			GASOLINE & OIL	766.87	
ANDREWS PRINTING						
62995	01-40-33400			PRINTING & SUPPLI	250.00	
PETTY CASH						
110618	01-40-33500			OFFICE SUPPLIES	9.54	
WALTON OFFICE SUPPLY						
306383-0	01-40-33500			OFFICE SUPPLIES	69.13	
WALTON OFFICE SUPPLY						
306384-0	01-40-33500			OFFICE SUPPLIES	76.81	
WALTON OFFICE SUPPLY						
30639-0	01-40-33500			OFFICE SUPPLIES	21.09	
WALTON OFFICE SUPPLY						
306412-0	01-40-33500			OFFICE SUPPLIES	61.00	
ABSOLUTE BEST CLEANING SERVICES, INC.						
13049	01-40-33502			CLEANING SERVICE	750.00	
COMCAST						
110318	01-40-33700			TELEPHONE/CELL/AI	134.90	
COMCAST						
110618	01-40-33700			TELEPHONE/CELL/AI	272.17	
VERIZON WIRELESS						
9817743512	01-40-33700			TELEPHONE/CELL/AI	772.99	
COMCAST						
110318	01-40-33701			CABLE/INTERNET	104.38	
MOTOROLA SOLUTIONS-STARCOM13108	01-40-33702			RADIO SERVICE	1386.00	
390499282018						

SYS DATE:11/16/18

Village of Steger

SYS TIME:11:11

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

[NW2]

REGISTER # 876

DATE: 11/16/18

Friday November 16, 2018

PAGE 4

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DIST
JOHNSON CONTROLS SECURITY SOLUTIONS	16026750	01-40-33703			MAINTENANCE CONTR	349.40	
CINTAS CORPORATION LOCKBOX	5012181022	01-40-33900			ALL OTHER SUPPLIE	101.98	
CANON FINANCIAL SERVICES, INC	111218	01-40-33901			RENTAL EXPENSE	199.58	
CANON FINANCIAL SERVICES, INC	19425507	01-40-33901			RENTAL EXPENSE	238.20	
PROVEN BUSINESS SYSTEMS	536700	01-40-33901			RENTAL EXPENSE	169.46	
GUARANTEED TECHNICAL SERV & CONSULT INC	2018302	01-40-34104			COMPUTER IT	420.00	
TROTSKY INVESTIGATIVE POLYGRAPH INC.	STEGER PD 18-02	01-40-34203			POLYGRAPH TESTING	140.00	
PETTY CASH	110618	01-40-37800			NEW-TOOLS & WORK	32.97	
PETTY CASH	110618	01-40-37800			NEW-TOOLS & WORK	37.18	
PETTY CASH	110618	01-40-38900			COMMUNITY RELATIO	81.53	
PROSHRED SECURITY	100118429	01-40-38917			RECORD DISPOSAL	45.00	
TOTAL FOR FUND 01		DEPT. 40				8254.84	
VERIZON WIRELESS	9817743512	01-42-33700			TELEPHONE	19.69	
TOTAL FOR FUND 01		DEPT. 42				19.69	
TOTAL FOR FUND 01						29646.82	
M & M HOME REMODELING SERVICES	184081	03-30-31100			MAINT-BUILDING	850.00	
COMED	19001 110218	03-30-33100			ELECTRICITY	44.60	
NICOR GAS	1000 4 110818	03-30-33200			HEATING	342.98	
SOUTH HOLLAND PAPER CO.	416667	03-30-33500			OFFICE SUPPLIES	224.08	
ABSOLUTE BEST CLEANING SERVICES, INC.	13049	03-30-33502			CLEANING SERVICE	1125.00	
RZAB, MARIE	OCTOBER 2018	03-30-33504.01			INSTRUCTOR-AEROBI	120.00	
VERIZON WIRELESS	9817743512	03-30-33700			TELEPHONE	53.51	
KONICA MINOLTA BUSINESS SOLUTIONS	9005129125	03-30-33703			MAINTENANCE CONTR	30.25	
SMITHEREEN COMPANY	1862905	03-30-33703			MAINTENANCE CONTR	61.00	
SUBURBAN LANDSCAPING	108717	03-30-33703			MAINTENANCE CONTR	365.00	

SYS DATE:11/16/18

Village of Steger

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

SYS TIME:11:11

[NW2]

DATE: 11/16/18

REGISTER # 876
Friday November 16, 2018

PAGE 5

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
PROTECTION 1 / ADT					
102818		03-30-33704		SECURITY SYSTEM	47.48
PROTECTION 1 / ADT					
110418		03-30-33704		SECURITY SYSTEM	70.96
TOTAL FOR FUND 03		DEPT. 30			3334.86
ACE HARDWARE IN STEGER					
103118		03-31-31300		MAINT-PARKS/PLAYG	39.59
COMED					
29006 103118		03-31-33100		ELECTRICITY	1261.02
COMED					
66000 103118		03-31-33100		ELECTRICITY	352.94
COMED					
82008 103018		03-31-33100		ELECTRICITY	362.99
NICOR GAS					
1000 4 11 18 18		03-31-33200		HEATING	75.36
STANLEY CONVERGENT SECURITY SOLUTIONS					
16026750		03-31-33704		SECURITY SYSTEM	349.40
TOTAL FOR FUND 03		DEPT. 31			2441.30
PRO-AM TEAM SPORTS					
AAF011491		03-56-37305		NEW-UNIFORMS-SOFT	115.00
PRO-AM TEAM SPORTS					
AAF011602		03-56-37305		NEW-UNIFORMS-SOFT	114.00
TOTAL FOR FUND 03		DEPT. 56			229.00
TOTAL FOR FUND 03				6005.16	
THORN CREEK BASIN SANITARY DISTRICT					
OCTOBER 2018		06-00-15800		A/P-THORN CREEK S	36231.93
CLARKES GARDEN CENTER					
100218		06-00-31204		MAINT-PATCHING (R	119.99
CLARKES GARDEN CENTER					
110218		06-00-31204		MAINT-PATCHING (R	120.00
MILLERS READY MIX					
081934		06-00-31204		MAINT-PATCHING (R	494.00
MILLERS READY MIX					
082061		06-00-31204		MAINT-PATCHING (R	366.00
CORE & MAIN					
J715141		06-00-31504		MAINT-MAINS	651.27
JAMES HERR & SONS					
107294		06-00-31805		MAINT-VEHICLES	119.17
MONARCH AUTO SUPPLY INC					
6981-441456		06-00-31805		MAINT-VEHICLES	8.72
MONARCH AUTO SUPPLY INC					
6981-442049		06-00-31805		MAINT-VEHICLES	140.44
COMED					
52003 110818		06-00-33100		ELECTRIC	33.58

DATE: 11/16/18

Friday November 16, 2018

PAGE 6

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
COMED	76056 110818	06-00-33100		ELECTRIC	768.45
COMED	80004 103118	06-00-33100		ELECTRIC	32.73
COMED	67036 110818	06-00-33101		ELECTRIC-WATER PU	1307.12
NICOR GAS	1000 1 110918	06-00-33200		HEATING	64.39
NICOR GAS	1000 2 110718	06-00-33200		HEATING	41.82
NICOR GAS	51000 3 11078	06-00-33200		HEATING	80.18
HERITAGE F/S, INC.	75740	06-00-33300		GASOLINE & OIL	25.00
ACE HARDWARE IN STEGER	103118	06-00-33501		SHOP SUPPLIES	413.30
CINTAS CORPORATION LOCKBOX	5012181019	06-00-33501		SHOP SUPPLIES	278.39
FASTENAL COMPANY	ILSTE150215	06-00-33501		SHOP SUPPLIES	85.78
FASTENAL COMPANY	ILSTE150237	06-00-33501		SHOP SUPPLIES	20.98
FASTENAL COMPANY	ILSTE150296	06-00-33501		SHOP SUPPLIES	10.06
VERIZON WIRELESS	9817743512	06-00-33700		TELEPHONE	367.97
REPUBLIC SERVICES #721	0721-005988400	06-00-33710		GARBAGE CONTRACT	56196.19
UNIFIRST CORPORATION	062 0324179	06-00-33800		UNIFORM SERVICE	71.83
UNIFIRST CORPORATION	062 0325035	06-00-33800		UNIFORM SERVICE	25.64
UNIFIRST CORPORATION	062 0325104	06-00-33800		UNIFORM SERVICE	69.18
AIDE RENTALS & SALES	109617-1	06-00-33901		RENTAL-EQUIP/TOOL	212.37
GW & ASSOCIATES, PC	1811303	06-00-34400		AUDITING & ACCOUN	2450.00
TOTAL FOR FUND 06		DEPT. 00			100806.48
TOTAL FOR FUND 06				100806.48	
GRAY, JOEL	SR0206	07-00-22050		VEHICLE STICKERS	10.00
DESIDERIO LANDSCAPING LLC.	9577	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9578	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9580	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9581	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9582	07-00-31214		MAINT-TREES REMOV	25.00

SYS DATE:11/16/18

Village of Steger

SYS TIME:11:11

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

[NW2]

REGISTER # 876

DATE: 11/16/18

Friday November 16, 2018

PAGE 7

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
DESIDERIO LANDSCAPING LLC.	9583	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9584	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9586	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9587	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9589	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9590	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9591	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9592	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9593	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9594	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9595	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9596	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9597	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9598	07-00-31214		MAINT-TREES REMOV	25.00
DESIDERIO LANDSCAPING LLC.	9602	07-00-31214		MAINT-TREES REMOV	2500.00
MONARCH AUTO SUPPLY INC	6981-442681	07-00-31805		MAINT-VEHICLES	176.14
O'REILLY AUTO PARTS	3414-479948	07-00-31805		MAINT-VEHICLES	6.03
O'REILLY AUTO PARTS	3414-481939	07-00-31805		MAINT-VEHICLES	68.43
TELLO, MARIO	RT17052	07-00-31805		MAINT-VEHICLES	321.07
T.R.L. TIRE SERVICE CORP	272933	07-00-31805		MAINT-VEHICLES	77.00
HERITAGE F/S, INC.	75740	07-00-33300		GASOLINE & OIL	25.00
ACE HARDWARE IN STEGER	103118	07-00-33501		SHOP SUPPLIES	61.74
CINTAS CORPORATION LOCKBOX	5012181019	07-00-33501		SHOP SUPPLIES	278.38
CRETE LUMBER & SUPPLY CO	B133475	07-00-33501		SHOP SUPPLIES	99.52
CRETE LUMBER & SUPPLY CO	B134314	07-00-33501		SHOP SUPPLIES	57.09
FASTENAL COMPANY	ILSTE150297	07-00-33501		SHOP SUPPLIES	11.00
FASTENAL COMPANY	ILSTE1503070	07-00-33501		SHOP SUPPLIES	51.90
COMCAST	110118	07-00-33700		TELEPHONE	68.00
COMCAST	110118	07-00-33701		CABLE/INTERNET SE	102.55

DATE: 11/16/18

Friday November 16, 2018

PAGE 8

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DIST
UNIFIRST CORPORATION	062 0324179	07-00-33800			UNIFORM SERVICE	71.83	
UNIFIRST CORPORATION	062 0325035	07-00-33800			UNIFORM SERVICE	25.63	
UNIFIRST CORPORATION	062 0325104	07-00-33800			UNIFORM SERVICE	69.18	
B & B SHELLE OPTICAL	30222	07-00-37805			PERSONAL EQUIPMEN	385.00	
TOTAL FOR FUND 07		DEPT. 00				4940.49	
TOTAL FOR FUND 07					4940.49		
EXCEL ELECTRIC INC	122497	08-00-31400			MAINT-TRAFFIC & S	382.38	
EXCEL ELECTRIC INC	122498	08-00-31400			MAINT-TRAFFIC & S	1078.60	
EXCEL ELECTRIC INC	122499	08-00-31400			MAINT-TRAFFIC & S	523.60	
COM ED	84103 110918	08-00-33102			ELECTRICITY-TRAFF	706.51	
COMED	22049 103018	08-00-33102			ELECTRICITY-TRAFF	152.87	
COMED	24002 103118	08-00-33102			ELECTRICITY-TRAFF	128.04	
COMED	73007 103018	08-00-33102			ELECTRICITY-TRAFF	110.85	
COMED	80004 103018	08-00-33102			ELECTRICITY-TRAFF	50.59	
COMED	81001 103018	08-00-33102			ELECTRICITY-TRAFF	39.41	
TRAFFIC CONTROL CORPORATION	109696	08-00-38900			QUIET ZONE	11960.00	
TOTAL FOR FUND 08		DEPT. 00				15132.85	
TOTAL FOR FUND 08					15132.85		
NICOR GAS	1000 2 11 07 18	16-00-33200			HEATING FUEL	139.53	
HERITAGE F/S, INC.	75740	16-00-33300			GASOLINE & OIL	102.67	
ACE HARDWARE IN STEGER	103118	16-00-33501			SHOP SUPPLIES	20.08	
VERIZON WIRELESS	9817743512	16-00-33700			TELEPHONE	120.15	
TOTAL FOR FUND 16		DEPT. 00				382.43	

SYS DATE:11/16/18

Village of Steger

SYS TIME:11:11

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

[NW2]

REGISTER # 876

DATE: 11/16/18

Friday November 16, 2018

PAGE 9

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO
DESCRIPTION

AMOUNT

DIST

TOTAL FOR FUND 16

382.43

** TOTAL CHECKS TO BE ISSUED

156914.23

01

CORPORATE

29646.82

03

PLAYGROUND/RECREATION

6005.16

06

WATER/SEWER FUND

100806.48

07

ROAD & BRIDGE

4940.49

08

MOTOR FUEL TAX

15132.85

16

H.S.E.M.

382.43

TOTAL FOR REGULAR CHECKS:

156,914.23

DATE: 11/16/18

A / P W A R R A N T L I S T
Friday November 16, 2018

SYS TIME:11:11

[NW2]

PAGE 10

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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
EVENT CATERING	110918	767	11/09/18	8109	
		03-30-38899		ENTERTAINMENT EXP	1125.00
TOTAL FOR FUND 03		DEPT. 30			1125.00
TOTAL FOR FUND 03				1125.00	
ARNIE BAUER COLLISION CENT	767		11/08/18	8110	
P0113		16-00-31805		MAINT-VEHICLES	1342.06
TOTAL FOR FUND 16		DEPT. 00			1342.06
TOTAL FOR FUND 16				1342.06	
** TOTAL MANUAL CHECKS LISTED				2467.06	
** TOTAL OF ALL LISTED CHECKS				159381.29	

ORDINANCE NO. 1206

STATE OF ILLINOIS)
)
COUNTIES OF COOK)
AND WILL)

AN ORDINANCE AMENDING CHAPTER 2, SECTION 2-67 OF THE MUNICIPAL CODE OF STEGER, ILLINOIS REGARDING RULES OF ORDER FOR THE VILLAGE OF STEGER, ILLINOIS.

WHEREAS, the Village of Steger, Counties of Cook and Will, State of Illinois (the "Village") is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto, with full powers to enact ordinances and adopt resolutions for the benefit of the residents of the Village; and

WHEREAS, the Village President (the "Village President"), and the Board of Trustees (the "Village Board" and together with the Village President, the "Corporate Authorities"), are committed to ensuring the effective administration of government; and

WHEREAS, Chapter 2 of the Municipal Code of Steger, Illinois (the “Village Code”) provides for certain regulations that pertain to the rules of order of the Village Board meetings (the “Existing Regulations”); and

WHEREAS, the Corporate Authorities desire to amend the Village Code to update the Existing Regulations; and

WHEREAS, with the foregoing in mind, the Corporate Authorities have determined that it is necessary, advisable and in the best interests of the Village and its residents to amend Chapter 2, Section 2-67 of the Village Code as set forth herein;

NOW, THEREFORE, BE IT ORDAINED by the President and the Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois, as follows:

**ARTICLE I.
IN GENERAL**

SECTION 1.0: Incorporation Clause.

The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this Ordinance as legislative findings.

SECTION 2.0: Purpose.

The purpose of this Ordinance is to amend Chapter 2, Section 2-67 of the Village Code to provide regulations for public participation at Village Board meetings.

**ARTICLE II.
AUTHORIZATION;
AMENDMENT TO CHAPTER 2, SECTION 2-67 OF
THE MUNICIPAL CODE OF STEGER, ILLINOIS**

SECTION 3.0: Amendment to Chapter 2, Section 2-67.

That the Municipal Code of Steger, Illinois is hereby amended, notwithstanding any provision, ordinance, resolution or Village Code section to the contrary, by amending Chapter 2, Section 2-67 as follows:

Sec. 2-67. – Reserved.**Public Participation.**

(1) All members of the public that wish to address the board during a meeting of the board are required, to the extent permitted by law, to sign-in on the sign-in sheet provided at such meeting.

(2) Any member of the public that addresses the board during a meeting of the board shall limit his or her remarks to three minutes per item.

SECTION 3.1: Other Actions Authorized.

The officers, employees and/or agents of the Village shall take all action

necessary or reasonably required to carry out, give effect to and consummate the amendment contemplated by this Ordinance and shall take all action necessary in conformity therewith. The officers, employees and/or agents of the Village are specifically authorized and directed to draft and disseminate any and all necessary forms or notices to be utilized in connection with the intent of this Ordinance.

**ARTICLE III.
HEADINGS, SAVINGS CLAUSES, PUBLICATION,
EFFECTIVE DATE**

SECTION 4.0: Headings.

The headings of the articles, sections, paragraphs and subparagraphs of this Ordinance are inserted solely for convenience of reference and form no substantive part of this Ordinance nor should they be used in any interpretation or construction of any substantive provision of this Ordinance.

SECTION 5.0: Severability.

The provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6.0: Superseder.

All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7.0: Publication.

A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 8.0: Effective Date.

This Ordinance shall be effective and in full force immediately upon passage and approval.

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ORD NO. 1206

PASSED this 19TH day of November, 2018.

Joseph M. Zagone, Jr., Village Clerk

APPROVED this 19TH day of November, 2018.

Kenneth A. Peterson, Jr., Village President

Roll call vote:
Voting in favor:
Voting against:
Not voting:

RESOLUTION NO. 1127

STATE OF ILLINOIS)
)
COUNTIES OF COOK)
 AND WILL)

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT
BETWEEN THE VILLAGE OF STEGER AND THE MORTON ARBORETUM
TO PROVIDE A GRANT TO THE VILLAGE OF STEGER, ILLINOIS.**

WHEREAS, the Village of Steger, Counties of Cook and Will, State of Illinois (the "Village") is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto, with full powers to enact ordinances and adopt resolutions for the benefit of the residents of the Village; and

WHEREAS, the Morton Arboretum was awarded funds under the 2018 Urban and Community Forestry Grant Program; and

WHEREAS, the Morton Arboretum has decided to award the Village with a sub-grant in the amount of Fifteen Thousand and No/100 U.S. Dollars (\$15,000.00) for the planting of trees within the Village (the "Grant"); and

WHEREAS, the President and the Board of Trustees of the Village (the "Village Board" and with the President, the "Corporate Authorities") recognize the need for the planting of additional trees within the Village; and

WHEREAS, as a condition of receiving the Grant, the Village must execute the Morton Arboretum Sub Award Agreement (the "Agreement"), a copy of which is attached hereto and incorporated herein as Exhibit A, which sets forth the terms, covenants and conditions under which the Village will receive the Grant; and

WHEREAS, the Corporate Authorities have determined that it is in the best interests of the Village and its residents to receive the Grant and plant additional trees

within the Village; and

WHEREAS, based on the foregoing, the Corporate Authorities find that it is in the best interests of the residents of the Village to approve, enter into and execute an agreement with terms substantially the same as the terms of the Agreement; and

WHEREAS, the President is authorized to enter into and the Village Attorney (the "Attorney") is authorized to revise agreements for the Village making such insertions, omissions and changes as shall be approved by the President and the Attorney;

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois, as follows:

**ARTICLE I.
IN GENERAL**

SECTION 1: Incorporation Clause.

The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Resolution are full, true and correct and do hereby, by reference, incorporate and make them part of this Resolution as legislative findings.

SECTION 2: Purpose.

The purpose of this Resolution is to authorize the President or his designee to enter into and approve the Agreement whereby Morton Arboretum will provide the Grant to the Village and to further authorize the President to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate that goal.

**ARTICLE II.
AUTHORIZATION**

SECTION 3: Authorization.

The Village Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Village Board further authorizes and directs the President or his designee to execute the applicable Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Village Clerk is hereby authorized and directed to attest to and countersign the Agreement and any other documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The Village Clerk is also authorized and directed to affix the Seal of the Village to such documentation as is deemed necessary. The officers, agents and/or employees of the Village shall take all action necessary or reasonably required by the Village to carry out, give effect to and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. In addition to the foregoing, the President or his designee is hereby given the authority to enter into any and all additional agreements and undertake any additional obligations in conformity therewith.

**ARTICLE III.
HEADINGS, SAVINGS CLAUSES, PUBLICATION,
EFFECTIVE DATE**

SECTION 4: Headings.

The headings of the articles, sections, paragraphs and subparagraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

SECTION 5: Severability.

The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6: Superseder.

All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7: Publication.

A full, true and complete copy of this Resolution shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 8: Effective Date.

This Resolution shall be effective and in full force immediately upon passage and approval.

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Exhibit A

The Morton Arboretum Sub Award Agreement

1. Cooperating Agencies

Grant Program Administrator – The Morton Arboretum (TMA)

Funder – US Forest Service through the Northeastern Area, State and Private Forestry

Community Recipient: _____
(City, Town, Park District or Other Local Unit of Government)

Community Contact: _____

Email: _____ Phone: _____

Non-Liability

The Morton Arboretum and Forest Service do not assume liability for any third party claims for damages arising out of this instrument.

Budget Revisions

Budget revisions are not allowed unless approval is provided by The Morton Arboretum in advance. Revisions will require written notice and will require a minimum 14 days prior notice for a written response from The Morton Arboretum. Invoices for unapproved budget changes will not be paid.

Prior Approval

Prior approval is required for any change to the scope of objectives of the approved projects, key personnel, or transfer of substantive programmatic work to another party. A written request must be submitted and will require a minimum of 14 days prior notice for a written response from The Morton Arboretum. Until written approval is granted for a modification, the terms and conditions of the original award remain in effect. Prior approval requests should include:

- change in the scope or the objective of the project or program (even if there is no associated budget revision);
- change in a key person specified in the application or award document;
- changing local match from the approved of work plan;
- extension period of availability of funds;

Use of Funds

1. Planting of trees

2. Proposed trees may not include trees that are part of capital projects or will be impacted by a roadway project within the next three years.
3. No part of the grant can be used to pay for land or equipment. Tree removal costs are ineligible for grant support; however, removal expenses may be used to meet the match requirements.

Notification

The Recipient shall immediately notify The Morton Arboretum of developments that have a significant impact on the activities supported under this grant. Also, notification shall be given in case of problems, delays or adverse conditions that materially impair the ability to meet the objectives of the agreement. This notification shall include a written statement of the action taken or contemplated, and any assistance needed to resolve the situation.

Award and Execution of Agreement

Two agreements must be signed by the successful grant Recipient. Signature must be by someone who has the authority to represent the governmental institution and returned to The Morton Arboretum for final execution by July 30, 2018.

One copy of the fully executed agreement will be returned to the grant Recipient and will serve as official notification for the community to begin their project. Any costs matching or otherwise incurred prior to **June 1, 2018** will be ineligible for reimbursement.

Matching Costs

Recipients must document and provide proof of local match with the minimum required ratio of 1:1.

Eligible Local Matching Costs

The following examples of costs that are allowable as a community's local match of the project cost:

1. Tree removal and stump grinding (occurring between July 20, 2018 and November 30, 2019).
2. Utilization of salvageable lumber and disposal of ash trees by community employees, volunteer or contractors.
3. Additional tree purchases for the specified project.
4. Site modifications and materials (soil, mulch) directly related to the project.
5. Labor costs or in-kind volunteer labor to plant for trees.
6. Administrative costs directly related to the project.

7. Labor and material costs for tree maintenance up to November 30, 2019. All additional costs related to the maintenance and care of the trees for three years are **not** eligible as match.

Supporting documentation for the Applicant's match must be included with the completed reimbursement forms. Approved forms of documentation include: receipts, paid invoices, daily activity reports, volunteer sign-in sheets, or other paperwork documenting work completed.

Reporting Requirements

You are required to submit progress reports to The Morton Arboretum until the work plan is completed. Recipients will receive an email notification accompanied by the progress report form two weeks prior to when the progress report is due. Recipients are responsible for ensuring the proper email address on file is active and regularly checked. Report forms are due:

- October 15, 2018
- January 15, 2019
- April 15, 2019
- August 15, 2019
- **Final Reimbursement Package Due: November 30, 2019**

A final report is due at project completion (November 30, 2019).

The Morton Arboretum will complete a community site inspection of the trees planted after receipt of the final report and prior to disbursement of grant funds to Recipient.

The final report will include a budget form and match documentation worksheets. The Inspector's report is available for the Recipient's review in the completed agreement packet. Work for this Grant **must be completed by November 30, 2019**

Upon completion of the project(s), the grant Recipient may be required to participate in surveys every six months and/or site inspections on survivability of trees planted through this program. Failure to comply with this requirement may result in cancellation of the current grant and disqualification from future grants.

Tree Planting Requirements

Following are requirements for this project:

1. Tree planting projects must be planned and executed for long-term survival of trees.
2. Tree species selected must be a diverse selection of not more than 5% of any one species and/or 10% of any one genus.
3. An International Society of Arboriculture certified arborist must approve the accompanying tree planting plan for all trees planted through this proposal either funded by this proposal or with match. (See below.)

4. The Applicant must attest to properly caring for trees purchased through this program by including a maintenance plan. The maintenance plan must identify who will water and mulch trees over the **required three years post planting period**. (A copy of the proposed maintenance plan must accompany the proposal.)
5. Trees must be planted according to the ANSI, ISA and/or other nationally recognized planting specification.
6. All trees purchased through this proposal shall meet the ANSI American Standard for Nursery Stock.
7. All trees must have the **burlap and rope removed at planting and the wire basket must be removed or be a low profile basket**.
8. Tree planting shall take place in the fall of 2018, spring of 2019 or fall of 2019.
9. Tree species to be planted must be specified in the grant proposal. Species selected and site conditions must be identified.
10. Trees purchased must come from Illinois Department of Agriculture Certified Nurseries.
11. Upon completion of the tree planting, data on survivability will be collected semiannually via electronic survey. Periodic site visits by The Morton Arboretum may be conducted.
12. On a quarterly basis, Applicants will be asked to report on project progress. Failure to comply with this requirement may result in cancellation of the current grant and disqualification from future grants. In addition, Applicants will be required to submit a final report and will include a budget form and match documentation worksheets.
13. A Tree Planting List is required and is attached to the Application packet.
14. A Tree Maintenance Agreement is required and is attached to the Application packet.

Tree Planting Work Plan

A Work Plan Chart is required to be submitted with the Agreement. This Work Plan Chart shall identify and detail the following:

1. Time line,
2. Administrative actions,
3. Removal, removal location, (only ash removals may be counted),

4. Planting, include planting location, site description, size of planting site, replant date, species and genus,
5. Maintenance,
6. Invoicing,
7. Ongoing management.

Inspections

All project work and work reported as Matching Local Share completed as part of the Grant project is subject to inspection by the Morton Arboretum or their representatives. Recipients will be expected to meet with an Inspector; show the Inspector work completed with grant funds; and demonstrate that work was done according to Assurances listed herein; and concur with Inspector's report. The Reimbursement Packet should be available at the inspection and may be submitted to the Inspector for processing.

Payment Procedures

Reimbursement payment shall be made only to the contracted entity for invoices paid by the grant recipients. Communities can expect payment between 45-60 days after The Morton Arboretum has received completed reimbursement request forms containing valid invoices and canceled checks. **Only one reimbursement payment will be made to the contracted community upon completion of all phases of the grant project.** Once payment is made the grant project is considered completed, however, maintenance and care of the trees is required for three years. Maintenance and care of the trees cannot be used as match.

To receive payment, the administering agency must receive and approve your Tree Preservation/Protection Ordinance. It is recommended that your organization work with The Morton Arboretum to ensure that your proposed ordinance meets the requirements outlined in the Request for Proposals and the Agreement prior to requesting reimbursement.

Payments for grants are awarded by The Morton Arboretum. You may only receive one payment. To receive that payment you must invoice The Morton Arboretum, attach relevant invoices, copies of cancelled checks, and documentation of your local match. Invoice requests must be submitted for review to The Morton Arboretum by **November 30, 2019** using the Reimbursement Packet. You may request a copy of the reimbursement packet by emailing Lydia Scott at lscott@mortonarb.org. Invoices must be sent in a packet addressed to:

Lydia Scott
Community Trees Program
The Morton Arboretum
4100 Illinois Route 53
Lisle, IL 60532

Project Implementation Technical Assurances

The grant Recipient agrees to the following Assurances:

1. Tree planting projects must be planned and executed for long-term survival of trees. Tree species must be selected to match site and cultural conditions.
2. Trees should be selected for compatibility with overhead utilities. Tall-growing trees should not be planted under power lines. For assistance in planting for long-term success and compatibility, see <https://www.comed.com/customer-service/service-request/trees-powerlines/pages/maintenance.aspx> Or contact your regional Commonwealth Edison vegetation manager at 1-800-334-7661
3. The applicant must attest to properly caring for trees purchased through this program by including a maintenance plan. **A completed maintenance plan must accompany this agreement.** Trees must be planted according to the *International Society of Arboriculture Tree Planting Best Management Practice* <http://secure.isa-arbor.com/webstore/BMPs-C59.aspx> , mulched and watered appropriately for three years to enable trees to become fully established and thrive. Planting is based on *ANSI A300-2005 (Part 6) Transplanting*. Alternatively, the Suburban Tree Consortium specifications will be accepted.

IMPORTANT: Trees planted with rope ties intact and wire baskets which have not been reduced by 1/3 from the top of the root ball will not be accepted.

4. When contracting for services related to this project(s) firms must have appropriate Workers Compensation insurance.
5. Anyone removing trees must adhere to *ANSI A133.1: Pruning, Repairing, Maintaining, and Removing Trees and Cutting Brush – Safety Requirements*.
6. Nursery stock must be a minimum of 1 ¼" and no greater than 3" inches in caliper and must adhere to the ANSI Z60.1-2004 American Standard for Nursery Stock. The standard is available here <http://agri.nv.gov/Brochures/ANLStandard2004.pdf>. Trees purchased using Suburban Tree Consortium specifications will also be accepted.
7. Diversification of the community forest is a goal. Grantees may not purchase more than 10% of any one genus or 5% of any one species. If an applicant can document that tree diversification is being achieved through a long range plan and that the past 4 years of tree purchases have been diverse the Morton Arboretum may consider waiving the requirement.
8. Trees purchases must be made with Department of Agriculture Certified Nurseries.
9. Individuals conducting tree inventory work must have previous experience conducting inventories and provide proof of successful completion of tree inventory work to the

awarded entity. It is highly recommended that tree care companies or other arboriculture related organizations be utilized.

2. Federal Grant Terms and Conditions

Prime Recipient	Subrecipient
Name: <u>The Morton Arboretum</u>	Name: <u>Click here to enter text.</u> Duns: <u>SAM CAGE Code:</u>
Prime Award No: <u>18-DG-11420004-064</u>	Federal Award Date: 05/30/2018
Awarding Agency: <u>USDA Forest Service</u> Agency Contact: Lori Gordon Contact Email: lgordon@fs.fed.us Agency Contact Phone: (610) 557-4106	
This is an award of federal financial assistance. Prime and sub-recipients to this award are subject to the OMB guidance in subparts A through F of 2CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Sub-award must follow the regulations found in 2CFR 200.330 through .332. CFDA: 10.675 Urban and Community Forestry Project Title and Description: Funding assistance for communities in the development or expansion of local urban and community forestry programs. This award is not R&D.	
Award Term: <u>05/30/2018-12/31/2019</u>	Sub-recipient term of performance: <u>07/01/2018 – 11/30/2019</u>
Total Award Amount: <u>\$100,000; cost share \$100,000</u>	Amount of federal funds obligated to the subrecipient: <u>\$ 15,000</u> Minimum match: <u>15,000</u>
Indirect Cost Rate applicable to this Award: (if applicable) 42.8%	Sub-recipient federally recognized Indirect Cost Rate: (if applicable provide a copy of the agreement.)
Grant Manager: <u>Lydia Scott</u>	

Recipient Audits

Recipients expending \$750,000 or more in Federal awards during the Recipient's fiscal year for fiscal years ending after December 31, 2003 as provided in OMB Circular 2 CFR 200 are required to meet the audit requirements and forward a copy to The Morton Arboretum. FFATA worksheet attached must be returned with the executed acceptance form. Program funds are available through the U.S. Forest Service State and Private Forestry and disbursed through the US Forest Service Forest. The Community shall be responsible for reporting funds received on their annual Schedule of Expenditure of Federal Awards. The Community shall also be responsible for compliance with all federal laws and regulations specifically those pertaining to federal funding.

For questions regarding the above please contact Carol Walter, The Morton Arboretum Finance Department at cwalter@mortonarb.org or 630-719-2404.

Federal Requirements: The Subawardee agrees that they abide by and meet all of the Federal requirements outlined in Attachment A.

Legal Authority

The Recipient shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.

Notices

Any notice given by the Forest Service or the Morton Arboretum will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

- To The Morton Arboretum.
- To Recipient, at the Recipient's address shown in the grant/agreement or such other address designated within the grant/agreement.
- Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

Award Approval/Obligation/Acceptance Form

James Fawley
Vice President of Finance, CFO
The Morton Arboretum

Date

APPROVED FOR SUB-RECIPIENT

The information, certifications, and representations above have been read, signed and made by an authorized official of *Sub-recipient*. The appropriate programmatic and administrative personnel involved in this agreement are aware of the agency and federal policies applicable to subawards and have established procedures consistent with those policies. Any costs incurred before the period of the award and acceptance are at the *sub-recipient's* risk.

Acceptance:

Name of authorized representative

Date

Title

FFATA Reporting Form

The Federal Funding Accountability and Transparency Act (FFATA) requires granting agencies to report the following information on specific subawards. Please complete the following form.

- Organization: _____
- Address: _____
- Principal place of performance (if different):

- County: _____
- State: _____
- Congressional District(s): _____
- DUNS Number: _____

Do you receive more than 80% of your funding from Federal Sources? _____

Tree Maintenance Agreement

This Tree Maintenance Agreement between The Morton Arboretum and the Applicant certifies that customary and reasonable tree care and maintenance will be **performed three years post planting for trees planted under the terms of the U.S. Forest Service State and Private Forestry Grant.**

Maintenance recommendations are detailed in *International Society of Arboriculture Tree Planting Best Management Practice*.

Trees must be mulched and watered appropriately for three years to enable trees to become fully established and thrive. During the growing season 1" of water should be applied **weekly** to the root ball of newly planted trees unless adequate soil moisture is present.

A 2"-3" layer of organic, wood chip mulch will be maintained in a circular area around the base of the tree that is at least 3' in diameter.

All tags, rope and wire ties will be removed. Trunk wrap may remain in place for the first winter season if necessary for thin-barked trees. Stakes will only be used in windy locations and will be removed after one year.

All trees will be monitored for pests or other signs of stress, and conditions will be remedied when appropriate and possible.

I certify that, according to the above, my organization will comply with tree maintenance requirements.

Applicant Representative Name - PLEASE PRINT

Entity

Title

Applicant Representative's Signature

Date

2018 Urban and Community Forestry Grant Program
Grant Recipient Assurances and Requirements 2018-2019
18-DG-11420004-064

APPENDIX A

Attachment 4 : 2018 Levy

Village of Steger
Levy Analysis
For Tax Levy Year 2018

	2015	2016	2017	Tentative Estimated 2018	Increase (Decrease)
EAV	99,445,209	102,866,222	106,966,784	110,175,788	
Tax Rate	2.0998	2.0612	1.9979	2.0331	
Corporate	349,251	352,008	421,449	421,449	0
Police Pension	280,236	293,374	347,107	450,000	102,893
I.M.R.F.	110,284	112,021	59,473	59,473	0
Public Benefit	18,397	18,618	17,863	17,863	0
Playground & Recreation	73,589	74,269	74,341	74,341	0
Fire Protection	211,321	213,344	213,184	213,184	0
Police Protection	82,738	89,185	89,317	89,317	0
Civil Defense	1,889	1,748	1,390	1,390	0
Social Security	137,930	142,263	94,237	94,237	0
Auditing	25,756	26,642	26,741	26,741	0
Liability Insurance	693,829	693,421	723,844	723,844	0
Street Lighting	17,502	17,795	17,863	17,863	0
Crossing Guards	11,933	12,241	11,980	11,980	0
Municipal Band	3,006	2,880	2,995	2,995	0
	2,017,661	2,049,809	2,101,784	2,204,677	102,893
					4.90%
Debt Service					
Purchase Agreements	70,514	70,514	35,257	35,257	0
Total Village Debt Levy	70,514	70,514	35,257	35,257	0
Total Village Levy	2,088,175	2,120,323	2,137,041	2,239,934	102,893
					4.81%