

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

MONDAY, OCTOBER 2, 2023 7:00 pm

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. AWARDS, HONORS, AND SPECIAL RECOGNITION
- D. MINUTES of SEPTEMBER 18,2023 Regular Meeting
- E. AUDIENCE PARTICIPATION
- F. REPORTS
 - 1. Administrator
 - 2. Department Heads
 - a. Public Infrastructure/Code Enforcement Director
 - b. Fire Chief
 - c. Police Chief
 - d. Community Center Director
 - e. EMA Chief
 - 3. Attorney
 - 4. Treasurer Report
 - 5. Mayor's Report
 - 6. Clerk's Report
 - 7. Trustee/Liaison Report
 - Trustee Trotier- Report Submitted
 - Trustee Thurmond- Report Submitted
- G. PAYING OF THE BILLS:

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, OCTOBER 2, 2023 BOARD OF TRUSTEE REGULAR MEETING AGENDA

H. CORRESPONDENCE

I. UNFINISHED BUSINESS:

J. NEW BUSINESS

APPROVAL OF DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

REQUEST BY THE FIRE DEPARTMENT TO HAVE DRAIN INSTALLED, AND A NEW FLOOR PUT
IN ACROSS THE ENTIRE BAY. COST OF THE PROJECT IS BEING PAID FOR BY THE STEGER FIRE
ASSOCIATION.

K. ADJOURNMENT

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

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 18th day of September, 2023 in the Municipal Building of the Village of Steger, Illinois. Mayor Peterson led all in attendance in the Pledge of Allegiance to the flag.

The roll was called. The following Trustees were present; Thurmond, Lopez, Stewart, Trotier, Joyce and Perchinski. Mayor Peterson was present.

Also present: Village Administrator Mary Jo Seehausen, Director of Public Infrastructure Dave Toepper, Assistant Fire Chief Todd Ragusin, Community Center Director Diana Rossi, EMA Chief Tom Johnston and Village Attorney James Vasselli. Police Chief Greg Smith was absent.

AWARDS, HONORS AND SPECIAL RECOGNITION

None

MINUTES

Trustee Perchinski made a motion to approve the minutes of the September 5th meeting as all members have copies. Trustee Trotier seconded the motion. Voice vote; all ayes. Motion carried.

AUDIENCE PARTICIPATION

Ramona Jones of 493 231st St came before the Board with concerns surrounding a vacant home next door to her property. The unmaintained property has become home for unwanted rodents. A tree on the vacant property fell on to her property. Dave Toepper is going to survey the property and see if there are options the Village can assist with.

REPORTS

Village Administrator Mary Jo Seehausen Our road projects are getting back on track as Iroquois has all the information that they need. Dave and I are working with them for when we do the alley behind the Post Office, going to try and find other parking for them during construction. The water tower project went out for bid, so they are having a pre-bid meeting later this week, and then they will have another three weeks to submit bids before they come back to us. We have had an issue with Well #3 that is probably about 2 weeks from being finished because the company is waiting on a pipe and the rebuild of the pump. Citgo project is moving along, they are starting to frame the

inside. They are hopeful for November completion. Octoberfest is October 1st from Noon to 6 at Veteran's Park. We have Kiwanis doing their Chile Cook Off and we will have a few vendors out there. Halloween hours this year are 3-7 pm on the 31st. I am also working with Anthony DeLuca's office for an E-Recycling Day to be held on October 18th, either 11-1 or Noon – 2 and we will hold it at 3231 Chicago Road. Mayor Peterson added that there will be a Halloween House Decorating Contest. The information should be posted soon.

Director of Public Infrastructure Dave Toepper Since my last report we have had 19 building permits issued and 5 water main breaks.

Fire Chief Michael Long Assistant Fire Chief Todd Ragusin reported on behalf of Chief Long: For the month of August, the Steger Fire Department ran a total of 162 calls for service. 145 medical, 17 fire and 47 of our calls were Mutual Aid to surrounding communities. On September 8th we participated in the annual Steger Storm Bonfire and this Saturday the 23rd we will be staffing a first aid table at the Physical Fitness event at Bloom Trail.

Police Chief Greg Smith No report

Community Center Director Diana Rossi No report.

EMA Chief Tom Johnston We are still working with a company regarding a siren for the new vehicle. They are waiting on a previous project, but hopefully will get it done before the end of the year. We are still working on that. We are also getting ready to get three of our vehicles to be put out for bid.

Village Attorney No report.

Treasurer No Report.

MAYORS REPORT No Report.

VILLAGE CLERK No Report.

TRUSTEES REPORTS

Steve Thurmond:

I attended Alicia's house golf outing and Steger was well represented. Thank Mayor Peterson, Dave Toepper, trustees Perchinski and Trotier. Through this event and others Alicia's House provides food, clothing, and toys to the southland area for those in need. A big thank you to trustee Perchinski for all the hard work you do for the Alicia's House cause.

I'd like to give a special recognition to Steger American legion post 521 for hosting a Bag tournament, Raffle event to benefit Steger's rec programs.

I plan on attending this year's IML conference.

Following up on a question regarding vehicle stickers, the Chief has reported that there have been 97 tickets issued to date.

Trustee Joyce added: This weekend at Bloom Trail is the 13th Annual Danielle Dennis-Towne Memorial PT Meet. It is open to the public if anyone would like to stop in. They usually have about 18 different High School ROTC programs participating in physical fitness. Starts at 8 in the morning and runs until about 1.

Mayor Peterson added his thanks to the American Legion for hosting the bag tournament on behalf of Steger Rec, but I also want to thank Matt Meyers because he put in a lot of time and effort into pulling that all together for our sports program. He heads our basketball program.

BILLS

Trustee Perchinski made a motion to pay all bills as listed when funds become available. Trustee Lopez seconded the motion.

Discussion: Trustee Thurmond asked about RMN Carpenter service for the Rec Center repair, should that have been listed under maintenance rather than new equipment?

Village Administrator Seehausen asked him to email the concern and she will make the necessary adjustment.

Roll was called. The following Trustees voted aye; Thurmond, Lopez, Stewart, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

CORRESPONDENCE

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS:

Trustee Joyce made a motion to approve the purchase of a New Lucas 3 Chest Compression System. Trustee Perchinski seconded the motion.

Discussion: Trustee Perchinski asked Assistant Chief Ragusin to give a description of this potential life saving device. AC Ragusin explained the benefits and the positive results shown when tested in the field with our ambulance personnel.

Roll was called. The following Trustees voted aye; Thurmond, Lopez, Stewart, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Stewart made a motion to approve the purchase of two (2) F250 Plow Trucks for a total of \$126,550.00. Trustee Lopez seconded the motion.

Roll was called. The following Trustees voted aye; Thurmond, Lopez, Stewart, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to approve a contract with Hera Property Registry, LLC, to provide property registration services for the Village of Steger.

Trustee Stewart seconded the motion.

Discussion: Trustee Thurmond questioned how this was handled before. Mayor Peterson explained that we had a company doing this for us that went out of business. Roll was called. The following Trustees voted aye; Thurmond, Lopez, Stewart, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

Being no further business:

Trustee Joyce made a motion to adjourn the meeting.

Trustee Stewart seconded the motion. Voice vote; all ayes. Motion carried.

Meeting adjourned at 7:12 pm.

Kenneth A. Peterson, Jr., Village President

Joseph M. Zagone, Jr., Village Clerk

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GUARANTEED TECHNICAL SERV & CONSULT INC	2023-376	01-00-32901		COMPUTER MAINTENA	570.00
GUARANTEED TECHNICAL SERV & CONSULT INC	2023-377	01-00-32901		COMPUTER MAINTENA	405.00
GUARANTEED TECHNICAL SERV & CONSULT INC	2023-419	01-00-32901		MAINT	135.00
NICOR GAS	5680 685283 8	01-00-33200		HEAT	24.10
READY REFRESH	03I6702706135	01-00-33500		SUPPLIES	99.00
RUNCO OFFICE SUPPLIES AND EQUIP CO.	916096-1	01-00-33500		OFFICE SUPPLIES	239.98
RUNCO OFFICE SUPPLIES AND EQUIP CO.	916254-0	01-00-33500		SUPPLIES	129.99
RUNCO OFFICE SUPPLIES AND EQUIP CO.	916254-1	01-00-33500		SUPPLIES	101.99
RUNCO OFFICE SUPPLIES AND EQUIP CO.	918442-0	01-00-33500		SUPPLIES	108.47
COMCAST BUSINESS	181861950	01-00-33700		TELEPHONE	486.05
VERIZON WIRELESS	9943597665	01-00-33700		CELL PHONES	483.64
COMCAST BUSINESS	181861947	01-00-33701		CABLE/INTERNET	221.35
T & T BUSINESS SYSTEMS, INC.	115930	01-00-33901		EQUIP RENTAL	141.00
GIANOPOLUS, DENNIS G. P.C.	20882	01-00-34100		LEGAL SERVICES	2403.51
B&F CONSTRUCTION CODE SERVICES, INC	62004	01-00-34102		PROFESSIONAL SERV	225.00
B&F CONSTRUCTION CODE SERVICES, INC	62039	01-00-34102		PROFESSIONAL SERV	225.00
B&F CONSTRUCTION CODE SERVICES, INC	62150	01-00-34102		PROFESSIONAL SERV	225.00
PROSHRED SECURITY	1240004	01-00-34102		SHREDDING	56.63
PROSHRED SECURITY	1243875	01-00-34102		SHREDDING	64.17
GW & ASSOCIATES, PC	2309331	01-00-34500		CONSULTING SVCS	3750.00
CDW GOVERNMENT INC	LP49548	01-00-37902		COMPUTER HARDWARE	167.39
CDW GOVERNMENT INC	LP53709	01-00-37902		COMPUTER SOFTWARE	55.13
EIGHNER'S FLOWERS-GIFTS	00369068	01-00-38900		FLOWERS	100.95
KANKAKEE TENT & AWNING CO.	78049	01-00-39701		EVENTS EXPENSES	1084.00
TOTAL FOR FUND 01		DEPT. 00			11502.35
MUNICIPAL COLLECTION SERVICES	024656	01-06-34901		C-TICKET EXPENSES	955.37
MUNICIPAL COLLECTION SERVICES	025113	01-06-34901		C-TICKET EXPENSES	635.09

SYS DATE:09/29/23

Village of Steger

SYS TIME:15:52

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

[NW2]

REGISTER # 138

DATE: 09/29/23

Friday September 29, 2023

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DIST
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TOTAL FOR FUND 01			DEPT. 06			1590.46	
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RPM'S AUTO SERVICE, INC 24744			01-07-31805		VEHICLE MAINT	501.83	
RPM'S AUTO SERVICE, INC 24775			01-07-31805		VEHICLE MAINT	170.18	
TRL TIRE SERVICE CORP 33331			01-07-31805		VEHICLE MAINT	32.25	
VERIZON WIRELESS 9943597665			01-07-33700		CELL PHONES	1247.31	

TOTAL FOR FUND 01			DEPT. 07			1951.57	
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DESIDERIO LANDSCAPING LLC. 10882			01-20-31100		MAINT-BUILDING	192.50	
GUARANTEED TECHNICAL SERV & CONSULT INC 2023-376			01-20-32901		COMPUTER MAINTENA	570.00	
HERITAGE F/S, INC. 35014290			01-20-33300		GAS	557.18	
HERITAGE F/S, INC. 35014435			01-20-33300		GAS	139.90	
HERITAGE F/S, INC. 35014467			01-20-33300		GAS	219.20	
HERITAGE F/S, INC. 35014516			01-20-33300		GAS	233.60	
MENARDS - MATTESON 91614			01-20-33501		SUPPLIES	112.68	
VERIZON WIRELESS 9943597665			01-20-33700		CELL PHONES	248.28	
COMCAST BUSINESS 181861947			01-20-33701		CABLE/INTERNET	221.34	
HENRY SCHEIN 53047078			01-20-33702		AMBULANCE SUPPLIE	345.81	
METRO PARAMEDIC SERVICES INC. 23-363138			01-20-34250		AMBULANCE SERVICE	23199.40	
COUNTY OF WILL AUG 2023 001 BR			01-20-34252		BUILDING REPAY	188.16	
EVT TECH 6633			01-20-37700		NEW VEHICLES	8946.56	
STRYKER SALES CORPORATION 9204575545			01-20-37800		NEW EQUIP	612.36	
CDW GOVERNMENT INC LP53709			01-20-37902		COMPUTER SOFTWARE	55.13	

TOTAL FOR FUND 01			DEPT. 20			35842.10	
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DESIDERIO LANDSCAPING LLC. 10882			01-40-31100		MAINT-BUILDING	192.50	
ACE HARDWARE IN STEGER 154631			01-40-31800		TOOLS FOR WORK EQ	23.39	

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
POMP'S TIRE SERVICE INC. 411056521		01-40-31805		VEHICLE MAINT	633.08
POMP'S TIRE SERVICE INC. 411058422		01-40-31805		VEHICLE MAINT	609.88
SCOTT'S-U-SAVE 515852		01-40-31805		VEHICLE MAINT	200.49
SCOTT'S-U-SAVE 516452		01-40-31805		VEHICLE MAINT	1268.78
GUARANTEED TECHNICAL SERV & CONSULT INC 2023-376		01-40-32901		COMPUTER MAINTENA	570.00
HERITAGE F/S, INC. 35014290		01-40-33300		GAS	1232.03
HERITAGE F/S, INC. 35014435		01-40-33300		GAS	540.87
HERITAGE F/S, INC. 35014467		01-40-33300		GAS	1166.65
HERITAGE F/S, INC. 35014516		01-40-33300		GAS	809.36
MAYDEN, NICHOLAS MAYDEN		01-40-33300		GAS	106.39
SANFILIPPO, JASON SANFILIPPO		01-40-33300		GAS	96.75
RUNCO OFFICE SUPPLIES AND EQUIP CO. 917175-0		01-40-33500		SUPPLIES	69.99
TECHNOLOGY MANAGEMENT REV FUND T2402478		01-40-33700		COM CHARGES	5.00
TECHNOLOGY MANAGEMENT REV FUND T2405146		01-40-33700		COM CHARGES	5.00
VERIZON WIRELESS 9943597665		01-40-33700		CELL PHONES	746.16
COMCAST 0295698 910-109		01-40-33701		CABLE/INTERNET	62.70
COMCAST BUSINESS 181861947		01-40-33701		CABLE/INTERNET	2024.47
MOTOROLA SOLUTIONS-STARCOM13108 COLLECTI 7813420230801		01-40-33702		RADIO SERVICE	1601.00
MERTS HVAC 5126782		01-40-33703		MAINTENANCE CONTR	737.20
INTOXIMETERS, INC. 742578		01-40-33900		SUPPLIES	170.75
GUARANTEED TECHNICAL SERV & CONSULT INC 2023-377		01-40-34104		COMPUTER MAINTENA	90.00
WORKING WELL 00414822-00		01-40-34200		PHYSICAL/DRUG SCR	496.00
COUNTY OF WILL AUG 2023 001 BR		01-40-34252		BUILDING REPAY	188.16
CDW GOVERNMENT INC LP53709		01-40-37902		COMPUTER SOFTWARE	55.13
CELLEBRITE INVUS260110		01-40-38901		DUES/SUBSCRIPTION	4300.00
LEXISNEXIS RISK SOLUTIONS 121394-20230831		01-40-38901		DUES	200.00
SHI INTERNATIONAL CORP 510437742		01-40-38901		DUES	712.60
TOTAL FOR FUND 01		DEPT. 40			18914.33

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT
				DESCRIPTION	DIST
TOTAL FOR FUND 01				69800.81	
MAJOR APPLIANCE SERVICE INC	261025	03-30-31700		OVEN MAINT	466.04
UNIFIRST CORPORATION	1201036023	03-30-32900		MATS CLEANING SUP	66.31
GUARANTEED TECHNICAL SERV & CONSULT INC	2023-376	03-30-32901		COMPUTER MAINTENA	570.00
MARIE RZAB	AUGUST 2023	03-30-33504.01		YOGA INSTRUCTOR	300.00
COMCAST BUSINESS	181861947	03-30-33701		CABLE/INTERNET	329.13
SMITHEREEN COMPANY	3092923	03-30-33703		CONTRACT	68.00
ADT COMMERCIAL LLC	930-1029	03-30-33704		SECURITY SYSTEM	46.89
CDW GOVERNMENT INC	LP53709	03-30-37902		COMPUTER SOFTWARE	55.13
TOTAL FOR FUND 03			DEPT. 30		1901.50
SECURITAS TECHNOLOGY CORPORATION	6003560638	03-31-33704		SECURTY SYSTEM	58.40
TOTAL FOR FUND 03			DEPT. 31		58.40
TOTAL FOR FUND 03				1959.90	
THORN CREEK BASIN SANITARY DISTRICT	THORNCREEK 8/23	06-00-15800		A/P-THORN CREEK S	36935.43
CLARKES GARDEN CENTER	0581	06-00-31204		TOPSOIL	165.00
CLARKES GARDEN CENTER	0625	06-00-31204		TOPSOIL	165.00
LAYNE CHRISTENSEN COMPANY	2550444	06-00-31501		WELL # 3 MAINT	20804.00
CORE & MAIN	T385196	06-00-31504		MAINS MAINT	2527.40
M.E. SIMPSON CO., INC.	40517	06-00-31504		MAIN MAINT	545.00
M&J UNDERGROUND, INC	M23-0384	06-00-31504.01		MAIN MAINT	8665.00
M&J UNDERGROUND, INC	M23-0402	06-00-31504.01		MAIN MAINT	5980.00
M&J UNDERGROUND, INC	M23-0403	06-00-31504.01		MAINS MAINT	5000.00
M&J UNDERGROUND, INC	M23-0422	06-00-31504.01		MAINS MAINT	5940.00
KEITH'S POWER EQUIPMENT INC	131165	06-00-31700		MOTOR MAINT	118.83
KEITH'S POWER EQUIPMENT INC	131596	06-00-31700		MOTORIZED MAINT	43.97

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
STONY TIRE INCORPORATED					
1-188872		06-00-31805		VEHICLE MAINT	121.71
GUARANTEED TECHNICAL SERV & CONSULT INC					
2023-376		06-00-32900		COMPUTER MAINTENA	570.00
GUARANTEED TECHNICAL SERV & CONSULT INC					
2023-377		06-00-32900		COMPUTER MAINTENA	90.00
GUARANTEED TECHNICAL SERV & CONSULT INC					
2023-419		06-00-32900		MAINT	480.00
UNIFIRST CORPORATION					
1201033742		06-00-32900		MATS	41.37
UNIFIRST CORPORATION					
1201036189		06-00-32900		MATS	41.38
UNIFIRST CORPORATION					
5200000366		06-00-32900		MATS	41.38
COMED					
00 79076056		06-00-33100		ELECTRIC	1872.77
COMED					
07 97052003		06-00-33100		ELECTRIC	23.56
COMED					
19 47573007		06-00-33101		ELECTRIC WATER PU	97.49
COMED					
22 99167036		06-00-33101		ELECTRIC WATER PU	2381.04
HERITAGE F/S, INC.					
35014290		06-00-33300		GAS	246.52
HERITAGE F/S, INC.					
35014435		06-00-33300		GAS/DIESEL	938.74
HERITAGE F/S, INC.					
35014467		06-00-33300		GAS	257.84
HERITAGE F/S, INC.					
35014516		06-00-33300		GAS	216.75
ALL-RIGHT SIGN, INC					
18638		06-00-33400		PRINTING	150.00
ACE HARDWARE IN STEGER					
154603		06-00-33501		SHOP SUPPLIES	5.40
HINCKLEY SPRINGS					
17155979 090623		06-00-33501		SHOP SUPPLIES	28.61
MONARCH AUTO SUPPLY INC					
6981-603300		06-00-33501		SUPPLIES	44.77
MONARCH AUTO SUPPLY INC					
6981-603303		06-00-33501		SUPPLIES	113.33
VERIZON WIRELESS					
9943597665		06-00-33700		CELL PHONES	1394.38
COMCAST BUSINESS					
181861947		06-00-33701		CABLE/INTERNET	329.13
JOHNSON CONTROLS SECURITY SOLUTIONS					
39294858		06-00-33704		SECURITY SYSTEM	302.72
JOHNSON CONTROLS SECURITY SOLUTIONS					
39294859		06-00-33704		SECURITY SYSTEM	338.35
REPUBLIC SERVICES #721					
0721-007681146		06-00-33710		GARBAGE CONTRACT	70370.17
UNIFIRST CORPORATION					
1021036188		06-00-33800		UNIFORM SVC	96.55
UNIFIRST CORPORATION					
1201032472		06-00-33800		UNIFORM SVC	97.64
UNIFIRST CORPORATION					
1201033741		06-00-33800		UNIFORM SVC	97.65
UNIFIRST CORPORATION					
5200000367		06-00-33800		UNIFORM SVC	97.65

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
ILLINOIS STATE POLICE	20230806082	06-00-34201		BACKGROUND	28.25
WORKING WELL	00414823-00	06-00-34201		PHYSICAL	95.00
GW & ASSOCIATES, PC	2309331	06-00-34400		CONSULTING SVCS	3750.00
CDW GOVERNMENT INC	LP53709	06-00-34900		COMPUTER SOFTWARE	55.13
WATER RESOURCES INC	36758	06-00-37507		METERS	1350.00
TOTAL FOR FUND 06		DEPT. 00			173054.91
TOTAL FOR FUND 06				173054.91	
CLARKES GARDEN CENTER	0581	07-00-31204		TOPSOIL	165.00
CLARKES GARDEN CENTER	0625	07-00-31204		TOPSOIL	165.00
DESIDERIO LANDSCAPING LLC.	10876	07-00-31213		ROCKS/EDGING/MULC	2200.00
DESIDERIO LANDSCAPING LLC.	10877	07-00-31213		MOWING	1040.00
DESIDERIO LANDSCAPING LLC.	10878	07-00-31213		MOWING	1295.00
DESIDERIO LANDSCAPING LLC.	10931	07-00-31213		MOWING	1485.00
DESIDERIO LANDSCAPING LLC.	10930	07-00-31214			1430.00
KEITH'S POWER EQUIPMENT INC	131165	07-00-31700		MOTOR MAINT	118.82
KEITH'S POWER EQUIPMENT INC	131596	07-00-31700		MOTORIZED MAINT	43.97
STONY TIRE INCORPORATED	1-188872	07-00-31805		VEHICLE MAINT	121.71
UNIFIRST CORPORATION	1201033742	07-00-32900		MATS	41.38
UNIFIRST CORPORATION	1201036189	07-00-32900		MATS	41.37
UNIFIRST CORPORATION	5200000366	07-00-32900		MATS	41.37
HERITAGE F/S, INC.	35014290	07-00-33300		GAS	246.52
HERITAGE F/S, INC.	35014435	07-00-33300		GAS/DIESEL	938.74
HERITAGE F/S, INC.	35014467	07-00-33300		GAS	257.84
HERITAGE F/S, INC.	35014516	07-00-33300		GAS	216.75
ALL-RIGHT SIGN, INC	18638	07-00-33400		PRINTING	150.00
ACE HARDWARE IN STEGER	154603	07-00-33501		SHOP SUPPLIES	5.39
ACE HARDWARE IN STEGER	154667	07-00-33501		SHOP SUPPLIES	8.98

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
HINCKLEY SPRINGS	17155979	090623	07-00-33501	SHOP SUPPLIES	28.62
UNIFIRST CORPORATION	1021036188		07-00-33800	UNIFORM SVC	96.55
UNIFIRST CORPORATION	1201032472		07-00-33800	UNIFORM SVC	97.65
UNIFIRST CORPORATION	1201033741		07-00-33800	UNIFORM SVC	97.64
UNIFIRST CORPORATION	5200000367		07-00-33800	UNIFORM SVC	97.64
TOTAL FOR FUND 07			DEPT. 00		10430.94
TOTAL FOR FUND 07				10430.94	
EXCEL ELECTRIC INC	128353		08-00-31400	MAINT- TRAFFIC LI	480.00
COMED	50 43084103		08-00-33102	ELECTRIC TRAFFIC	593.96
TOTAL FOR FUND 08			DEPT. 00		1073.96
TOTAL FOR FUND 08				1073.96	
LAURA LABAJ	7118673		13-50-37305	JERSEYS	3.08
LAURA LABAJ	9401864		13-50-37308	CAMERA	43.60
LAURA LABAJ	STORM913		13-50-37308	NEW PROPERTY	23.62
TOTAL FOR FUND 13			DEPT. 50		70.30
LAURA LABAJ	7118673		13-51-37305	JERSEYS	16.06
LAURA LABAJ	9401864		13-51-38101	CAMERA	43.60
LAURA LABAJ	STORM913		13-51-38101	NEW PROPERTY	23.62
PRESTON PARRISH	BASEBALL		13-51-38101	MISC EXPENSES	15.00
TOTAL FOR FUND 13			DEPT. 51		98.28
LAURA LABAJ	7118673		13-52-37305	JERSEYS	12.07
LAURA LABAJ	7133919		13-52-37305	UNIFORM	110.39

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
LAURA LABAJ	9401864	13-52-37305		UNIFORMS	47.11
LAURA LABAJ	9401864	13-52-38101		CAMERA	43.59
LAURA LABAJ	STORM913	13-52-38101		NEW PROPERTY	23.63
TOTAL FOR FUND 13		DEPT. 52			236.79
LAURA LABAJ	7118673	13-53-37305		JERSEYS	14.07
PRO-AM TEAM SPORTS	13998	13-53-37305		UNIFORMS	372.00
LAURA LABAJ	9401864	13-53-38101		CAMERA	43.60
LAURA LABAJ	STORM913	13-53-38101		NEW PROPERTY	23.63
TOTAL FOR FUND 13		DEPT. 53			453.30
LAURA LABAJ	9401864	13-55-38101		CAMERA	43.60
LAURA LABAJ	STORM913	13-55-38101		NEW PROPERTY	23.63
TOTAL FOR FUND 13		DEPT. 55			67.23
LAURA LABAJ	2674649	13-57-37305		CHEER BOWS	114.40
TOTAL FOR FUND 13		DEPT. 57			114.40
TOTAL FOR FUND 13				1040.30	
HUMANA DENTAL INSURANCE COMPANY	181932016	15-00-36903		DENTAL INSURANCE	2556.66
TOTAL FOR FUND 15		DEPT. 00			2556.66
TOTAL FOR FUND 15				2556.66	
A BEEP LLC	116984	16-00-31100		MAINT-BUILDING	1413.04
GUARANTEED TECHNICAL SERV & CONSULT INC	2023-376	16-00-32900		COMPUTER MAINTENA	570.00

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
VERIZON WIRELESS	9943597665	16-00-33700		CELL PHONES	115.27
COMCAST BUSINESS	181861947	16-00-33701		CABLE/INTERNET	263.76
CDW GOVERNMENT INC	LP53709	16-00-37900		COMPUTER SOFTWARE	55.14
TOTAL FOR FUND 16		DEPT. 00			2417.21
TOTAL FOR FUND 16				2417.21	
DEL GALDO LAW GROUP LLC	32345	26-00-34102		PROFESSIONAL SERV	4900.00
TOTAL FOR FUND 26		DEPT. 00			4900.00
TOTAL FOR FUND 26				4900.00	
** TOTAL CHECKS TO BE ISSUED				267234.69	
01	CORPORATE			69800.81	
03	PLAYGROUND/RECREATION			1959.90	
06	WATER/SEWER FUND			173054.91	
07	ROAD & BRIDGE			10430.94	
08	MOTOR FUEL TAX			1073.96	
13	BOOSTER CLUB			1040.30	
15	LIABILITY INSURANCE FUND			2556.66	
16	H.S.E.M.			2417.21	
26	TIF #5 (WILL/COOK TIF #3)			4900.00	
TOTAL FOR REGULAR CHECKS:				267,234.69	

=====

A/P MANUAL CHECK POSTING LIST
 POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

PAYABLE TO	REG NO	CHECK DATE	CHECK NO	AMOUNT
INV NO	G/L NUMBER	DESCRIPTION	DIST	
NATIONAL NOTARY ASSOCIATION 16 1994763	01-00-38901	09/29/23	17040 SUBSCRIPTION	155.04
TOTAL FOR FUND 01	DEPT. 00			155.04
TOTAL FOR FUND 01			155.04	
HO-CHUNK SOUTHLAND BASEBALL 15 HO-CHUNK SOUTH	13-51-25200	09/29/23	17039 ENTRY FEES	3200.00
TOTAL FOR FUND 13	DEPT. 51			3200.00
TOTAL FOR FUND 13			3200.00	
** TOTAL MANUAL CHECKS LISTED			3355.04	
** TOTAL OF ALL LISTED CHECKS			270589.73	

DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this “**Agreement**”) is dated _____ (the “**Effective Date**”) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, (“**Dacra**”), and **Village of Steger** (the “**Municipality**”), and together with DACRA collectively, the “**parties**”).

RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

AGREEMENT

1. **Standard Terms and Conditions.** The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within **Exhibit A** (the “**Master Terms and Conditions**”).

2. **Services.** The Municipality hereby retains certain software services from Dacra as set forth within **Exhibit B** (the “**Services**”).

3. **Pricing.** In exchange for the use of the Services, the Municipality will be billed Fees as set forth within **Exhibit C** (the “**Fees**”).

4. **Term.** The term of this Agreement (the “**Term**”) shall be three (3) years and shall commence on the Effective Date.

5. **Notices.** Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

Village of Steger
Attention: Mary Jo Seehausen
35 W. 34th Street
Steger, IL. 60475
Email: mseehausen@villageofsteger.org

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
450 Devon Avenue, Suite 100
Itasca, IL. 60143
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Dacra Tech, LLC
a Delaware limited liability company

By: _____

Name (print):
Title:
Date:

Village of Steger
an Illinois municipal corporation

By: _____

Name:
Title:
Date

[Signature page to Master Software Licensing Agreement]

EXHIBIT A
MASTER TERMS AND CONDITIONS

A. Limited License Granted

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the “**License**”) to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality’s ordinance and code compliance purposes and subject to the terms of the Agreement.

B. Third-Party Agreements

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

C. Data

Municipality at all times will retain sole ownership of its Municipal Data. The term “**Municipal Data**” refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third-parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

D. Dacra’s Intellectual Property

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

- (i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;
- (ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and
- (iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase “**Intellectual Property Rights**” shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the “USPTO”), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

E. Further Assurances

Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in

accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

F. Pricing and Billing

The Fee set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality is tax exempt and shall not be liable to any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

G. Termination

Either party may terminate this agreement, with or without cause, at any time with ninety (90) day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within ten (10) days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement.

H. Limitation of Liability

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE OR PROFITS. THE PARTIES AGREE THAT DACRA'S MAXIMUM LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATED TO THE SERVICES, OR THE AGREEMENT, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL IN NO EVENT EXCEED, IN THE AGGREGATE, THE GREATER OF: (A) THE TOTAL AMOUNTS ACTUALLY PAID TO DACRA FOR THE SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM; OR (B) SUCH AMOUNT OF CLAIMED DAMAGES THAT ARE ACTUALLY COVERED AND PAID IN FULL BY AN INSURANCE CARRIER PROVIDING INSURANCE TO DACRA UNDER THE TERMS OF A POLICY OF INSURANCE CARRIED BY DACRA AS REQUIRED UNDER THE TERMS OF THE AGREEMENT, (THE "LIMITATION OF LIABILITY"). MUNICIPALITY HEREBY ACKNOWLEDGES THAT DACRA DOES NOT GUARANTEE THAT THE SERVICES WILL BE PERFORMED ERROR-FREE OR UNINTERRUPTED. DACRA IS HEREBY HELD HARMLESS FROM ALL CLAIMS, DAMAGES, LIABILITIES AND EXPENSES RELATING TO THIS AGREEMENT TO THE EXTENT IN EXCESS OF THE LIMITATION OF LIABILITY.

I. Other

- (i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.
- (ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and

be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.

- (iii) Neither party may assign this Agreement without the other party's prior written consent.
- (iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.
- (v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of Cook County, Illinois.
- (vi) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.
- (vii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.
- (viii) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

- (i) **Training.** As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.
- (ii) **Support.** Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.
- (iii) **Exclusions.** Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating

systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

1. Continuity of Service. Dacra, as part of its commitment to the continuity of the Services, shall maintain the following service level that details the minimum customer support standards to be followed for issues, both major and minor, as well as any modifications made to the Service from time-to-time. As part of the Service, Dacra will create an alert email distribution group for use by the Municipality to send notification of issues as they arise. Municipality may also contact Dacra via phone.

Dacra will respond to Municipality initiated issues in accordance with the following levels:

- (i) MAJOR - The Service is down or precludes the Municipality from successful operation of the total system and requires immediate attention (the "Downtime") (for example, the Municipality is unable to connect, via an approved internet browser, to the Service).
 - (ii) MINOR - A minor issue exists with the Service, but the majority of the functions are still usable, and some circumvention may be required to provide service (for example, subcommand gives an incorrect response). Also includes minor issues or questions that do not affect the Service function (for example, the text of a message is worded poorly or misspelled).
2. Uptime Initiative. Dacra shall make reasonable efforts to maintain the Services such that the Services will be operational and accessible by the Municipality's users a minimum of 99% of the time, not including maintenance which will be scheduled with Municipality in advance and will be kept to an absolute minimum.

K. Insurance Requirements

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

- (i) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (ii) Professional Liability: \$1,000,000 single limit for errors and omissions, professional / malpractice liability.
- (iii) Worker's Compensation and Employers' Liability: As required by Illinois law.
- (iv) Umbrella Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

EXHIBIT B
SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement is the Municipal Enforcement Adjudication Module, which will be deployed to the Municipality with the functionality stated hereunder.

DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES – JANUARY 31, 2023

Dacra System Architecture and Security

- **Architecture**
 - Web-based platform that works on standard hardware
 - .NET stack with SQL back end separated from the front end via entity framework services
 - Bi-directional sync data integration with IUCS LEADER
 - JSON APIs available as well as numerous government and public safety software system integrations

- **Security**
 - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services. Azure Government Cloud provides the highest level of security and compliance to include SOC2, PCI, ISO, etc.
 - Criminal Justice Information Services (CJIS) compliant
 - Single Sign On (SSO) authentication available
 - Extensive citation auditing features, tracks changes to a citation after it has been issued, recording both original and changed values, the logged in user, and date and time of any change

- **Hardware Required**
 - Requires Google Chrome/ Microsoft Edge access
 - Windows based devices required is utilizing LEADS integrated
 - iPads preferred for handheld ticketing
 - Compatible with either 4" or 8 ½" Printers

Municipal Enforcement Adjudication Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
 - Local Ordinance/Compliance/Animal/Building Code Ticketing
 - "3-Click" Parking Ticketing
 - Unpaid Utility/Ambulance Fee Violations
 - Citation Auditing and Tools

- **Complete Hearing Management Tools:** Efficiently manage violation notices, unified administrative hearings, and final determination notices with features such as:
 - Variable Hearing Notices by Department
 - Multiple Concerned Party Notification
 - Hearing Room Management and FDO Issuance
 - Batch Process Hearing Officer Tools

- **Extensive Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly. Along the way fines can be paid through a variety of in-person and online tools and integrations.
 - Complex Fine Structure Tracking
 - Online Payments with Partial Payment Capability

DACRA 3rd Party Integrations

- **API/Interface Set-Up and Configuration:** Dacra custom integrations will provide omni-directional or bi-directional interfaces to 3rd party vendors to increase the efficiency of the System. The functionality is defined hereunder with associated pricing defined in **Exhibit C**.

EXHIBIT C
FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder:

- A. **Monthly Service Fee:** In exchange for the monthly use of the Services defined in **Exhibit B**, and upon execution of this agreement, Municipality will be billed a Monthly Service Fee calculated by totaling the below Monthly Licensing Fee for the modules licensed, and the Monthly Usage Fee for citations issued that month:

Monthly Service Fee = Monthly Licensing Fee + Monthly Usage Fee	Monthly Service Fee
Monthly Licensing Fee – Adjudication & TAG Module	
- Year 1: Execution – December 31, 2023	\$1,250
- Year 2: January 1, 2024 – December 31, 2024	\$1,500
- Year 3: January 1, 2024 – December 31, 2025	\$1,568
Monthly Usage Fee – Calculated by totaling fees for citations issued that month:	
- Adjudication Citations Issued That Month –500 included at no cost	\$3 each
- State Citations Issued That Month –500 included at no cost	\$1 each

- B. **Integration Fee(s):** In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B** the Municipality will be billed upon go-live of the interface, with annual maintenance billed in conjunction with the next agreement execution anniversary:

Additional Fee Description	One-Time Fee	Monthly Maintenance Fee
CAD Interface with P1 Motorola	Waived	Waived
Use of DACRA APIs for Data Transfer	Waived	Waived