



AGENDA FOR MARCH 1, 2018 6:30PM
REGULAR MEETING OF THE MONEE VILLAGE BOARD OF TRUSTEES
VILLAGE of MONEE
Will County Illinois



- A. Call to Order by Mayor Popp
- B. Pledge of Allegiance to the Flag of the United States of America
- *Invocation*
- C. Roll Call
- D. OPEN TO THE PUBLIC: Agenda items only! Please limit your comments to 3 minutes. You must come to the podium and give your name and address.
- E. Consent Agenda (Any items to be removed should be stated to the Clerk prior to calling meeting to order.)
All items on the Consent Agenda will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after the approval of the Consent Agenda.
 - 1. Minutes of the Regular Village Board Meeting of 02/14/2018
 - 2. Bills

Item (s) Removed from the Consent Agenda

- F. Clerk's Report
- G. Mayor's Report
- H. Administrator's Report
 - 1. Board Action Request Re: TIF Reimbursement Dollar General
 - 2. Board Action Request Re: DPW Industrial Drive Roof Bid
 - 3. Board Action Request Re: Teamsters Negotiations
 - 4. Board Action Request Re: Wipfli Contract
 - 5. Board Action Request Re: Temporary Sign Request
- I. Officials' Report
 - 1. Public Works
 - 2. Parks & Recreation
 - 3. Finance
 - 4. Economic Development
 - 5. Building Services
 - 6. Public Safety
- J. Attorney's Report
- K. Old Business:



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L. New Business:

1. Residential Rental Housing Program/Final Draft

M. Open to Public: Non-agenda items. Please limit your comments to 3 minutes. You must come to the podium and give your name and address.

N. Adjournment

Posted 02/27/2018@ 2:05 pm
Doneshia Codjoe, Village Clerk



A. Call to Order by Mayor Popp @6:34pm

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B. Pledge of Allegiance to the Flag of the United States of America

Invocation - Pastor David Feddes

C. Roll Call Present: Trustees Blue, Gray, Holston, Horne, Vincent (5) Absent: Raczek (1)

D. OPEN TO THE PUBLIC: Agenda items only! Please limit your comments to 3 minutes. You must come to the podium and give your name and address.

E. Consent Agenda (Any items to be removed should be stated to the Clerk prior to calling meeting to order.)

All items on the Consent Agenda will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after the approval of the Consent Agenda.

1. Minutes of the Regular Village Board Meeting of 01/24/2018
2. Payroll ending 01/06/2018
3. Payroll ending 01/20/2018
4. Payroll ending 01/31/2018
5. Bill

Gray moved, Vincent seconded to approve the consent agenda as presented. Roll call vote. Ayes: Blue, Gray, Holston, Horne Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.

Item(s) removed from The Consent Agenda -None

F. Clerk's Report – No Report

G. Mayor's Report – No Report

H. Administrator's Report

1. **Board Action Request Re: Professional Services Contract** –Administrator Wallace explained that as part of the Public Works building on Industrial Dr. there is a need to develop a land plan for engineering purposes. Therefore he is looking for approval to sign the contract with the Linden Group, in the amount of three thousand two hundred dollars (\$3,200.00), for this development. Holston moved, Blue seconded to approve the Administrator to sign the above mentioned contract. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.



2. **Board Action Request Re: Plat of Easement-** Administrator Wallace explained that as a part of the Egyptian Trl. Road Project, there is a Grant of Easement for the property located at 25755 Egyptian Trl. The easement consists of a permanent easement for the sidewalk and a temporary construction easement for constructing the sidewalk. Robinson Engineering has prepared and reviewed this Grant of easement on behalf of the Village and recommends approval. Blue moved, Gray seconded to authorize the Mayor and Clerk to sign the Grant of easement. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.

Administrator Wallace informed the Board that Ancel & Glink (law firm) has increased their hourly rate by five dollars (\$5.00).

I. Officials' Report

1. **Public Works-** Trustee Gray reported that he will be having a Public Works committee meeting very soon to discuss the budget, regarding vehicles as one of the large plows broke , he will get with Trustee's Vincent and Raczek to come with a date. Additionally he reminded everyone to please remove their vehicles off the streets during snow fall so that the plows can get the streets cleared.
2. **Parks & Recreation-** Trustee Vincent reported that there will be a Fall Fest Meeting February 22nd at 6:00pm @ the park building. The Monee Fire Department will be conducting a Blood Drive Sat, February 24th from 9:00am to 1:00pm @ the park building. Trustee Vincent read her heartfelt letter of resignation; March 31st is her last day.
3. **Finance** – Trustee Holston reported the finance committee met on this past Monday and will be meeting again on February 26th at 5:00pm, to continue to go over the 2019 Fiscal Budget.
4. **Economic Development** –Trustee Blue reported that it is very busy in Economic Development, but nothing can be public at this time. Trustee Blue also thanked Trustee Vincent for all the work she has done and that stated she will definitely be missed.
5. **Building Services** –Trustee Horne reported that out of the one hundred and twenty one (121) business's in Monee requiring inspections, all but thirty (30) have had their initial inspections, building permit for the home on Fairgrounds Ct. has been making substantial progress in the few weeks, water has been turned back on and a rough plumbing inspection has been scheduled, building codes are in the process of being updated and amendments added, eleven (11) homes had re sale inspections since the beginning of the year and Kiddie Karehouse has passed rough electrical and framing inspections.
6. **Public Safety** – Police Chief Koerner reported that they have seized two vehicles in narcotics arrests.

J. Attorney's Report

1. **Discussion/Approval of a Redevelopment Note Series 2018 VVP, Inc.** – Holston moved, Gray seconded to approve the Redevelopment Note Series 2018 VVP Inc. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (6). Nays: None (0). Absent: Raczek (1). Motion carried.
2. **Discussion/Approval of an Ordinance Amending Title 1, Chapter 11 Section 1 (Competitive Bidding)** Holston moved, Horne seconded to approve **Ord.# 1830**, Amending Title 1, Chapter 11, Section 1 (Competitive Bidding). Roll call vote. Ayes: blue, Gray, Holston, Horne, Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.



- K. Old Business:** A draft Ordinance Re: Authorizing the Execution of a Redevelopment Agreement between the Village of Monee and Bailly Ridge Four, LLC, discussed and approved at the last meeting, was brought up for final approval. Holston asked if there would be any interest for the Village with this agreement. Administrator Wallace stated no there is not. Blue moved, Gray seconded to approve said Ordinance, **Ord.# 1831**. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.
- L. New Business:** Trustee Holston stated that Lobby days are coming up and several Trustee's would be attending so he suggested moving the next board meeting from February 28th to March Thursday March 1st. And we would have to do the same thing with the second board meeting in April. Holston moved, Blue seconded to move the February 28th Board Meeting to Thursday March 1st. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (6). Nays: None (0). Absent: Raczek (1). Motion carried.
- Holston moved, gray seconded to move the April 25th Board Meeting to Thursday April 26th. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (5). Nays: None (0). Absent: Raczek (1). Motion carried.
- M. Open to Public:** Paul Telle of 26624 Anna Lane was present. Mr. Telle had concerns about a proposed new development on Monee-Manhattan and Ridgeland which was discussed at the last meeting. Mr. Telle doesn't feel that the Village needs another truck stop and that it will cause more traffic issues and he feels that it would be unsafe with cars and trucks entering and leaving the facility together. Trustee Holston stated the proposed development would be servicing ninety percent (90%) residential and ten percent (10%) trucks and that it would actually alleviate traffic on the east side of I-57. Administrator Wallace added that cars and trucks enter separately and that only twenty six (26) stalls were purposed for truck parking. Administrator Wallace added that this development is still on the drawing board and that nothing has been approved or signed off on at this time.
- N. Adjournment-** Gray moved, Horne seconded to adjourn @ 7:13pm. Roll call vote. Ayes: Blue, Gray, Holston, Horne, Vincent (6). Nays: None (0). Absent: Raczek (1). Motion carried.

Mayor Pro Tem Gray

Deputy Clerk Powell

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 ANCEL GLINK DIAMOND 62009	01-00-583	SERVICES FOR JAN. 2018	225.00	225.00
01 BLACK HILLS AMMUNITION 234887	01-21-650	PD SUPPLIES	1608.00	1608.00
01 CHICAGO SOUTHLAND JANUARY 2018	01-00-938	HOTEL TAX	1378.60	1378.60
01 COMCAST CABLE 006316-02/01/18	01-21-552	PD INTERNET	124.85	124.85
01 DIGITAL-ALLY, INC. 1098855	01-21-526	EMERGENCY UNLOCK KEY.	110.00	110.00
01 FEDEX 6-081-01097	01-21-551	PD POSTAGE	97.05	97.05
01 FIRST MIDWEST BANK			3928.59	
01/29/2018	01-22-511	PARK MAINT		27.50
01/29/2018	01-54-451	TRAINING		255.00
01/29/2018	01-22-511	PARK BUILDING		219.11
01/29/2018	01-22-512	V.H.		347.99
01/29/2018	01-22-513	P.D.		214.75
01/29/2018	01-22-514	DPW		449.91
01/29/2018	02-00-653	EQUIP		268.30
01/29/2018	08-00-653	TOOL, EQUIP		268.30
01/29/2018	01-00-551	POSTAGE V.H.		98.00
01/29/2018	08-00-551	POSTAGE DPW		107.50
01/29/2018	01-61-551	POSTAGE		6.59
01/29/2018	01-61-551	POSTAGE		26.80
01/29/2018	01-21-561	DUES		25.00
01/29/2018	01-21-561	DUES		10.99
01/29/2018	01-21-551	POSTAGE		39.54
01/29/2018	01-21-520	MAINT		6.00
01/29/2018	01-21-520	MAINT		7.00
01/29/2018	01-21-551	POSTAGE		33.50
01/29/2018	01-21-929	PD MEETING		59.36
01/29/2018	01-21-561	DUES		10.99
01/29/2018	01-00-585	TECH SERVICE		51.97
01/29/2018	01-00-651	OFFICE SUPPLIES		27.43
01/29/2018	01-70-831	OFFICE SUPPLIES		69.96
01/29/2018	01-70-561	TRAINING		440.00
01/29/2018	01-70-937	PROGRAM EXPENSE		13.49
01/29/2018	01-70-561	TRAINING/TRAVEL		664.22
01/29/2018	01-70-551	POSTAGE		7.10
01/29/2018	01-70-512	SIGNS		174.79
01/29/2018	01-22-511	PARK MAINT		2.50-
01 GTSAC INC. 2017726	01-00-835	TECH ASSISTANCE	715.00	715.00
01 LARAWAY COMMUNICATIONS CENTER 01/31/2018	01-21-584	DISPATCH FOR FEB 2018	10146.75	10146.75

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 MONEE-PEOTONE HEATING & AIR CO 4061	01-22-513	PD MAINT	110.00	110.00
01 MONEE POLICE PENSION FUND - 84 02/09/2018	01-00-223	EMP. PENSION W/H	7355.12	7355.12
01 NEOFUNDS BY NEOPOST 0718-01/31/18	01-00-551	POSTAGE	227.14	227.14
01 RWK IT SERVICES 4379	01-00-835	TECH	1955.00	1955.00
01 SHI INTERNATIONAL CORP B07739128	01-00-835	ADMIN. MONITORS FOR PD AND V.H.	379.98	379.98
01 URBANCOM.NET FIBER OPERATIONS, 56283	01-00-585	ETHERNET FIBER	300.00	300.00
01 URBAN COMMUNICATIONS INC. -#242 56284	01-00-552	PHONE	1890.30	490.30
56284	01-21-552	PHONE		400.00
56284	01-61-552	PHONE		200.00
56284	01-70-552	PHONE		200.00
56284	02-00-552	PHONE		200.00
56284	05-00-552	PHONE		200.00
56284	08-00-552	PHONE		200.00
01 WALTON OFFICE SUPPLY 303573-0	01-21-651	PD OFFICE SUPPLIES	258.22	141.92
303579-0	01-21-651	PD OFFICE SUPPLIES		116.30
** TOTAL CHECKS TO BE ISSUED			30809.60	

SYS DATE:02/16/18

Village of Monee
A / P W A R R A N T L I S T
REGISTER # 743
Friday February 16, 2018

SYS TIME:14:21
[NW1]

DATE: 02/16/18

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
CORPORATE FUND			29565.50	
ROAD & BRIDGE			468.30	
ESDA			200.00	
WATER & SEWER			575.80	
*** GRAND TOTAL ***			30809.60	
TOTAL FOR REGULAR CHECKS:			30,809.60	

SYS DATE:02/20/18

VILLAGE OF MONEE
A / P W A R R A N T L I S T
REGISTER # 744
Tuesday February 20, 2018

SYS TIME:10:53
[NW1]

DATE: 02/20/18

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 DIGITAL-ALLY, INC. MONIL202152018D	01-21-526	3525.00	3525.00	3525.00
01 ILLINOIS FIRE & POLICE EQUIP. 45320	01-21-653	FED/SIG STINGER SYSTEM	499.00	499.00
05 ROADS SAFE TRAFFIC SYSTEMS MONEE21618	05-00-830	PCMS-320 SWARM GRANT	18425.00	18425.00
** TOTAL CHECKS TO BE ISSUED			22449.00	

SYS DATE:02/20/18

VILLAGE OF MONEE
A / P W A R R A N T L I S T
REGISTER # 744
Tuesday February 20, 2018

SYS TIME:10:53
[NW1]

DATE: 02/20/18

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
CORPORATE FUND			4024.00	
ESDA			18425.00	
*** GRAND TOTAL ***			22449.00	
TOTAL FOR REGULAR CHECKS:			22,449.00	

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 BMO HARRIS BANK 814270-18	01-21-929	SUBPOENA# 814270-18	54.93	54.93
01 CINTAS CORPORATION #319			1237.75	
319375785	01-22-513	CLEANING SERVICE		375.00
319376078	01-22-513	CLEANING SERVICE		45.00
319376182	01-22-516	UNIFORMS		41.32
319376182	01-22-512	UNIFORMS		31.90
319376182	01-22-511	UNIFORMS		31.90
319376182	08-00-664	UNIFORMS		68.05
319376182	02-00-664	UNIFORMS		59.12
319376979	01-22-514	CLEANING SERVICE		18.97
319376979	01-22-512	CLEANING SERVICE		93.02
319376979	01-22-516	CLEANING SERVICE		55.05
319378906	01-22-513	CLEANING SERVICE		45.00
319379821	01-22-514	CLEANING SERVICE		37.82
319379821	01-22-512	CLEANING SERVICE		88.56
319379821	01-22-516	CLEANING SERVICE		54.84
5009953888	01-22-514	FIRST AID/DPW		57.19
5009953889	01-22-512	FIRST AID/VH		34.39
5009953890	01-22-511	FIRST KIT		48.96
5010076361	01-22-513	FIRST AID/PD		51.66
01 C JOHNSON SIGN COMPANY 8616	01-22-902	MARQUEE UPDATE	230.00	230.00
01 CORE INTEGRATED MARKETING			335.00	
110880	02-00-520	VEHICLE MAINT.		111.66
110880	08-00-520	VEHICLE MAINT.		111.67
110880	01-22-653	VEHICLE MAINT.		111.67
01 CULLIGAN WATER CONDITIONING			419.02	
817074/FEB 18	01-22-515	BOTTLED WATER		31.50
926288/FEB	01-22-512	BOTTLED WTR.		104.34
926288/FEB	01-22-513	BOTTLED WTR.		104.35
926288/FEB	01-22-514	BOTTLED WTR.		104.35
945643-02/2018	01-21-662	BOTTLES WATER/POLICE		74.48
01 CURRIE MOTORS			141.14	
110965	01-21-520	FILTER ASY		57.84
111244	02-00-520	CAP ASY/TRUCKS 12 & 13		16.55
111244	08-00-520	CAP ASY/TRUCKS 12 & 13		66.75
01 FEDEX 6-088-44208	01-21-551	POSTAGE	97.12	97.12
01 PINKERTON OIL/GAS CITY			4745.08	
293424	01-00-160	FUEL		679.06
293425	01-00-160	FUEL		757.09
293624	01-00-160	FUEL		373.70
293625	01-00-160	FUEL		1025.08
294233	01-00-160	FUEL		509.98
294548	01-00-160	FUEL		966.64

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
294549	01-00-160	FUEL		433.53
01 HUDSON ENERGY SERVICES			1421.99	
1217651000	01-21-576	HUDSON ENERGY		478.00
1217651000	08-00-576	HUDSON ENERGY		215.10
1217651000	02-00-576	HUDSON ENERGY		409.31
1217651000	08-00-576	HUDSON ENERGY		2.05
1217651000	01-70-576	HUDSON ENERGY		111.85
1217651000	01-00-576	HUDSON ENERGY		205.68
01 ILLINOIS ASSOCIATION OF PARK D DEC 20 2018	01-70-561	ANNUAL MEMBERSHIP	370.36	370.36
01 STATE TREASURER, IDOT 54013	02-00-577	COURT & RT. 50 SIGNAL	585.00	585.00
01 NICOR 28-07-65-1000 8			709.56	
10001/FEB	01-21-576	5357 MAIN STREET		197.67
10004/FEB	02-00-576	5144 COURT STREET		121.78
10007/FEB	01-00-576	5130 COURT STREET		22.16
18063/FEB	01-70-576	5160 COURT STREET		367.95
01 SHOREWOOD HOME & AUTO INC 02-56004	01-22-653	SPRING PIN/MOWER 306	37.30	37.30
01 TERRY'S FORD, LINCOLN-MERCURY 3790	01-21-520	WIPER BLADE/PD	248.00	12.24
3812	01-21-520	MIRROR ASY/PD 1301		235.76
01 TESKA ASSOCIATES, INC. 8360	01-00-584	DOLLAR GENERAL/TIF	420.00	420.00
01 NEOPOST USA, INC 55555050	01-21-551	POSTAGE	59.25	59.25
01 WALTON OFFICE SUPPLY 303623-0	01-21-651	OFFICE SUPPLIES/POLICE	193.92	193.92
02 BC WELDING SERVICE 10422	02-00-520	SNOW PLOW REPAIRS/ TRUCK 4	1075.00	1075.00
02 COMED 0093/FEB	02-00-577	M&M & I-57	1985.45	1985.45
02 CORE & MAIN LP I427035	02-00-528	EMERGENCY ROAD PATCH	175.44	175.44
02 CENTRAL PARTS WAREHOUSE 457971A	02-00-520	4 POST SOLENIOD/TRUCK 24	56.52	56.52
02 CURRIE MOTORS			78.92	
111241	02-00-520	ARM ASY/TRUCK 6		26.89
111284	02-00-520	BLADES/TRUCK 33		26.22
111304	02-00-520	ELEMENT ASY/TRUCK 12		25.81
02 HALL SIGNS, INC. 329507	02-00-615	STREET SIGNS	899.31	899.31
02 HELSEL-JEPPERSON 797904	02-00-531	CONTACTOR/LIGHTS	67.94	67.94
02 JONES PARTS & SERVICE INC. 06-4404044	02-00-520	HYD HOSE/TRUCK 5	90.80	90.80
02 MONROE TRUCK EQUIPMENT INC			640.12	

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
319335	02-00-520	SWITCH, SENSOR TRUCK 24 & 27		610.00
320186	02-00-520	PIN FLAT HD/TRUCK4		30.12
02 NAPA AUTO PARTS MONEE			136.01	
120336	02-00-520	HOSE/BLADES/FITTINGS TRUCK 5		136.01
05 BRANIFF COMMUNICATIONS, INC.			305.00	
0031385	05-00-455	SIREN MAINT.		305.00
05 COMCAST CABLE			199.35	
1844/02-2018	05-00-552	25530 CLEVELAND		199.35
08 COMED			2972.11	
0161/FEB	08-00-574	MARG. & W CTR/LIFT STATION		156.80
8062/FEB	08-00-574	25944 DERBY LIFT STATION		124.79
9023/FEB	08-00-573	5703 COURT PH		2690.52
08 CORE & MAIN LP			9400.44	
I348034	08-00-836	NEW WTR. METERS		9079.28
I407631	08-00-521	VALVE & HYDRANT MAINT.		217.26
I423108	08-00-523	LIFT STA. MAINT.		103.90
08 BBVA COMPASS BANK			2270.00	
479406	08-00-522	WTR. TANK MAINT.		2270.00
08 ETP LABS INC			88.00	
18-132940	08-00-659	COLIFORM SAMPLES		88.00
08 SHANNON KIZER			54.51	
0015209501	08-00-215	WTR. DEPOSIT REFUND		54.51
08 NAPA AUTO PARTS MONEE			15.83	
120882	08-00-523	FITTING/HOSE GENERATOR		15.83
08 NICOR 28-07-65-1000 8			280.04	
05296/FEB	08-00-576	25944 DERBY GEN.		26.47
10006/FEB.	08-00-576	PUMP HOUSE		88.53
10008/FEB	08-00-576	CHESTNUT & MAIN		52.26
18998/FEB	08-00-576	RUBY & CNTY FAIR		29.09
66916/FEB	08-00-576	25530 CLEVELAND		83.69
08 PDC LABORATORIES, INC			562.00	
888000	08-00-659	LABS		562.00
08 WALTON OFFICE SUPPLY			261.25	
303522-0	08-00-651	OFFICE SUPPLIES/DPW		261.25
08 WATER SOLUTIONS UNLIMITED, INC			4910.00	
43669	08-00-659	LABS		4910.00
** TOTAL CHECKS TO BE ISSUED			37829.46	

SYS DATE:02/26/18

VILLAGE OF MONEE
A / P W A R R A N T L I S T
REGISTER # 746
Monday February 26, 2018

SYS TIME:10:52
[NW1]

DATE: 02/26/18

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
CORPORATE FUND			9538.38	
ROAD & BRIDGE			6508.93	
ESDA			504.35	
WATER & SEWER			21277.80	
*** GRAND TOTAL ***			37829.46	
TOTAL FOR REGULAR CHECKS:			37,829.46	

SYS DATE:02/22/18

VILLAGE OF MONEE
A / P W A R R A N T L I S T
REGISTER # 745
Thursday February 22, 2018

SYS TIME:17:01
[NW1]

DATE: 02/22/18

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
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01 CURRIE MOTORS E6158 E6159	01-21-833	2 FORD UTILITY INTERCEPTOR	55942.00	55942.00
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** TOTAL CHECKS TO BE ISSUED			55942.00	
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SYS DATE:02/22/18

VILLAGE OF MONEE
A / P W A R R A N T L I S T
REGISTER # 745
Thursday February 22, 2018

SYS TIME:17:01
[NW1]

DATE: 02/22/18

PAGE 2

FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
CORPORATE FUND			55942.00	
*** GRAND TOTAL ***			55942.00	
TOTAL FOR REGULAR CHECKS:			55,942.00	

VENDOR #	NAME	DEPT.	AMOUNT
01 CORPORATE FUND			
ANCEL	ANCEL GLINK DIAMOND	01-00	225.00
CHICA	CHICAGO SOUTHLAND	01-00	1,378.60
FIRS1	FIRST MIDWEST BANK	01-00	177.40
GTSAC	GTSAC INC.	01-00	715.00
MPPF	MONEE POLICE PENSION FUND - 8458	01-00	7,355.12
NEOPO	NEOFUNDS BY NEOPOST	01-00	227.14
RWK	RWK IT SERVICES	01-00	1,955.00
SHI	SHI INTERNATIONAL CORP	01-00	379.98
URBA1	URBANCOM.NET FIBER OPERATIONS, IN	01-0027	300.00
URBAN	URBAN COMMUNICATIONS INC.-#2428	01-00	490.30
	**TOTAL		13,203.54
BHA	BLACK HILLS AMMUNITION	01-21	1,608.00
COMCA	COMCAST CABLE	01-21	124.85
DIGIT	DIGITAL-ALLY, INC.	01-21	110.00
FEDEX	FEDEX	01-21	97.05
FIRS1	FIRST MIDWEST BANK	01-21	192.38
LWCC	LARAWAY COMMUNICATIONS CENTER	01-21	10,146.75
URBAN	URBAN COMMUNICATIONS INC.-#2428	01-21	400.00
WALTO	WALTON OFFICE SUPPLY	01-21	258.22
	**TOTAL		12,937.25
FIRS1	FIRST MIDWEST BANK	01-22	1,256.76
MPHA	MONEE-PEOTONE HEATING & AIR CONDI	01-22NG	110.00
	**TOTAL		1,366.76
FIRS1	FIRST MIDWEST BANK	01-54	255.00
	**TOTAL		255.00
FIRS1	FIRST MIDWEST BANK	01-61	33.39
URBAN	URBAN COMMUNICATIONS INC.-#2428	01-61	200.00
	**TOTAL		233.39
FIRS1	FIRST MIDWEST BANK	01-70	1,369.56
URBAN	URBAN COMMUNICATIONS INC.-#2428	01-70	200.00
	**TOTAL		1,569.56
	01 CORPORATE FUND	GRAND TOTAL	29,565.50
FIRS1	FIRST MIDWEST BANK	02-00	268.30
URBAN	URBAN COMMUNICATIONS INC.-#2428	02-00	200.00
	**TOTAL		468.30
	02 ROAD & BRIDGE	GRAND TOTAL	468.30
URBAN	URBAN COMMUNICATIONS INC.-#2428	05-00	200.00
	**TOTAL		200.00
	05 ESDA	GRAND TOTAL	200.00
FIRS1	FIRST MIDWEST BANK	08-00	375.80
URBAN	URBAN COMMUNICATIONS INC.-#2428	08-00	200.00
	**TOTAL		575.80
	08 WATER & SEWER	GRAND TOTAL	575.80

GRAND TOTAL FOR ALL FUNDS: 30,809.60

TOTAL FOR REGULAR CHECKS: 30,809.60

SYS DATE:02/20/18

VILLAGE OF MONEE
C L A I M S H E E T
Tuesday February 20, 2018

SYS TIME:10:53

DATE: 02/20/18

[NCS]
PAGE 1

VENDOR #	NAME	DEPT.	AMOUNT
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01 CORPORATE FUND

DIGIT	DIGITAL-ALLY, INC.	01-21	3,525.00
IFPE	ILLINOIS FIRE & POLICE EQUIP.	01-21	499.00

	**TOTAL		4,024.00
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01 CORPORATE FUND	GRAND TOTAL		4,024.00
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RSTS	ROADSAFE TRAFFIC SYSTEMS	05-00	18,425.00
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	**TOTAL		18,425.00
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05 ESDA	GRAND TOTAL		18,425.00
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GRAND TOTAL FOR ALL FUNDS:			22,449.00
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TOTAL FOR REGULAR CHECKS:			22,449.00
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VENDOR #	NAME	DEPT.	AMOUNT
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08 WATER & SEWER

CINTS	CINTAS CORPORATION #319	08-00	68.05
COMED	COMED	08-00	2,972.11
CORE	CORE INTEGRATED MARKETING	08-00	111.67
COREM	CORE & MAIN LP	08-00	9,400.44
CORRP	BBVA COMPASS BANK	08-00	2,270.00
CURRI	CURRIE MOTORS	08-00	66.75
ETPLA	ETP LABS INC	08-00	88.00
HUDSO	HUDSON ENERGY SERVICES	08-00	217.15
KIZER	SHANNON KIZER	08-00	54.51
NAPA	NAPA AUTO PARTS MONEE	08-00	15.83
NICO1	NICOR 28-07-65-1000 8	08-00	280.04
PDC	PDC LABORATORIES, INC	08-00	562.00
WALTO	WALTON OFFICE SUPPLY	08-00	261.25
WATE1	WATER SOLUTIONS UNLIMITED, INC	08-00	4,910.00

**TOTAL 21,277.80

08 WATER & SEWER GRAND TOTAL 21,277.80

GRAND TOTAL FOR ALL FUNDS: 37,829.46

TOTAL FOR REGULAR CHECKS: 37,829.46

SYS DATE:02/22/18

VILLAGE OF MONEE
C L A I M S H E E T
Thursday February 22, 2018

SYS TIME:17:01

[NCS]

DATE: 02/22/18

PAGE 1

VENDOR #	NAME	DEPT.	AMOUNT
=====			
01	CORPORATE FUND		
CURRI	CURRIE MOTORS	01-21	55,942.00
	**TOTAL		----- 55,942.00
	01 CORPORATE FUND	GRAND TOTAL	55,942.00
	GRAND TOTAL FOR ALL FUNDS:		55,942.00
	TOTAL FOR REGULAR CHECKS:		55,942.00

Village of Monee

Agenda Item: H - 1

Meeting Date: March 1, 2018

Subject: TIF Reimbursement – Dollar General

By: David Wallace, Administrator

Board Action Request

Up for consideration is a TIF #4 payout request from Dollar General in the amount of \$322,970.00 as reimbursement for the construction of Town Center Way and other infrastructure improvements. All infrastructure has been approved and accepted by the Village. All TIF eligible expenses have been validated by Teska Associates, Inc. and includes their recommendation for payment.

Action Requested: Motion to authorize the TIF Reimbursement to Dollar General in the amount of \$322,970.00.

Village of Monee

Agenda Item: H - 2

Meeting Date: March 1, 2018

Subject: DPW Industrial Drive Roof Bid

By: David Wallace, Administrator

Board Action Request

The Village of Monee utilized the professional services of Linden Group to place out to bid the roof replacement for DPW building on Industrial Drive. There were a total of twelve bids received. The lowest bid received for the twenty-five (25) year manufacturer's warranty on a PVC roof was in the amount of \$154,694.00 submitted by Metalmaster Roofmaster, Inc. With the inclusion of replacing the ten (10) existing skylights, the total amount of the contract would be \$161,664.00. Linden Group has qualified this low bidder for the job.

Action Requested: Motion to authorize the Administrator to enter into a contract with Metalmaster Roofmaster, Inc. in the amount of \$161,664.00 for replacement of the DPW building roof located at 6025 Industrial Drive.



February 27, 2018

Mr. David L. Wallace, Village Administrator
Village Of Monee
5130 W. Court Street
Monee, Il. 60449

RE: Bid Recommendation for Maintenance Facility Re Roof
LGI Project No. 2016-0032

Dear Mr. Wallace:

The attached bid information has been reviewed and the information on the bid statement appears to satisfy the work required for the construction documents dated 1-26-18.

The lowest qualified bidder of the twelve base bids submitted for the project is DCG Roofing Solutions, Inc. with \$143,900. The lowest qualified bidder for alternate bid for the 25 year warranty is Metalmaster Roofmaster, Inc. with 154,694.00. Both of the roofing contractors have recent experience in this type of metal retrofit roofing and could be recommended for the project.

Since the village has opted for the 25 year roofing warranty, alternate bid #2, Metalmaster Roofmaster, Inc. is hereby recommended for acceptance by the Village of Monee.

Sincerely,
LINDEN**GROUP** Inc.

Ronald J. Weszelits
Architect/Senior Associate

Item	Description	Company	Teclo America, Inc	Clowder Roofing & Sheet Metal	A-1 Roofing	Waukegan Roofing Co. Inc.	Bernst & Bischoff Roofing, Inc	Total Roofing & Construction
1	General Conditions		8,345.00	10,000.00	3,600.00	NA	5,000.00	8,000.00
2	Roofing Sloped - PVC		101,781.00	112,000.00	107,520.00	117,200.00	90,000.00	99,231.00
3	Metal Gutters & Downspouts		9,266.00	9,000.00	17,000.00	6,600.00	13,000.00	12,500.00
4	Prefinished Metal Fascia		4,894.00	9,000.00	4,200.00	11,693.00	5,000.00	4,000.00
5	Pipe Snow Guard		5,789.00	10,000.00	4,400.00	16,500.00	11,100.00	10,500.00
6	Misc Wood Blocking							7,000.00
7	Misc Skylight Repairs							
8	Misc. Demo & Deck Fastening							
9	Performance Bond		2,350.00	1,000.00	2,280.00	-	1,800.00	4,500.00
10	G/C Fees		1,789.00	2,000.00	NA	-	-	-
11	Overhead & Profit		41,759.00	16,000.00	18,200.00	-	22,000.00	34,655.00
12	Total		175,973.00	169,000.00	154,200.00	152,078.00	148,000.00	380,386.00
13	Alt #1 TPO				-1,300.00	12,500.00		-15,000.00
14	Alt #1 Roofing - TPO Total		171,478.00	165,000.00	152,900.00	160,860.00	150,000.00	365,886.00
15	Alt #2 25 Yr PVC				39,400.00	74,850.00		22,270.00
16	Alt #2 25 Yr War. - Total		223,588.00	169,000.00	193,600.00	173,210.00	177,000.00	202,656.00
	Voluntary Alt Bid Skylit Replacement					385.00		550.00
	Voluntary Alt Bid Skylit w/curb Replac							1,250.00
	Voluntary Alt Bid 25 yr TPO							187,656.00

DCG Roofing Solutions, Inc	Knickerbocker Roofing & Paving	Metalmaster Roofmaster, Inc	Anthony Roofing Tecta America	Anderson & Shan Roofing, Inc	Coleman Roofing, Inc.
5,000.00	9,910.00	7,469.00	7,500.00	25,000.00	NA
98,250.00	128,680.00	79,481.00	130,000.00	158,600.00	95,354.00
12,000.00	14,380.00	11,631.00	10,000.00	19,500.00	5,500.00
4,000.00	6,820.00	5,218.00	4,500.00	15,400.00	2,800.00
7,400.00	17,450.00	8,469.00	7,300.00	5,500.00	3,200.00
	1,000.00	6,716.00			
		6,090.00			
2,750.00	1,600.00	1,914.00	3,400.00	5,500.00	1,898.00
				5,000.00	N/A
14,500.00	19,985.00	22,409.00	20,890.00	41,400.00	33,000.00
143,900.00	199,825.00	149,397.00	183,590.00	275,000.00	141,752.00
	3,520.00	-10,900.00	3,200.00	7,100.00	
143,900.00	203,345.00	139,397.00	186,790.00	283,000.00	134,752.00
11,500.00	41,325.00	5,297.00	12,988.00	50,100.00	3,250.00
153,400.00	244,150.00	154,694.00	196,548.00	326,000.00	145,002.00
	per unit	805.00	per unit	697.00	

Village of Monee

Agenda Item: H - 3

Meeting Date: March 1, 2018

Subject: Teamsters Negotiations

By: David Wallace, Administrator

Board Action Request

On February 26, 2018 the Village was notified by Teamsters Local 700 representing the Department of Public Works and Clerical staff, the desire to enter into negotiations for the contract ending April 30, 2018. In the past the village has been represented by Keri-Lyn J. Krafthefer from the firm of Ancel Glink. Based on past performance, it is recommended the village retain the services of labor attorney Keri-Lyn Krafthefer to negotiate this contract.

Action Requested: Motion to authorize the Administrator to retain the services of Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer as labor attorneys for the purpose of DPW/Clerical contract negotiations.

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**TEAMSTERS, LOCAL 700
(PUBLIC WORKS AND CLERICAL UNION)**

AND

THE VILLAGE OF MONEE

Effective May 1, 2015

through

April 30, 2018

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AGREEMENT

This Agreement has been made and entered into by and between the Village of Monee, Will County, Illinois, (hereinafter referred to as the "Village"), and the International Brotherhood of Teamsters Local Union 700, (hereinafter referred to as the "Union") in a mutual effort to promote sound labor and management relations, to achieve full recognition for the value of employees and the vital and necessary work they perform, and to provide the best possible services for the citizens of Monee. Both parties in accepting this contract recognize the mutual responsibilities of such an agreement and will expend all efforts necessary to maintain efficient and equitable working relationships.

ARTICLE I RECOGNITION

Section 1.1 Description of Unit

As certified by the Illinois State Labor Relations Board in Case No. S-RC-07-105, and amended by Case No. S-AC-10-011, and by agreement of the parties, the Village recognizes the Union as the sole and exclusive bargaining representative for employees within the following collective bargaining unit:

INCLUDED: All persons employed by the Village of Monee in the following job classifications: Office Manager, Building Department Secretary, Clerical Assistant, Police Administrative Clerk, Director of Public Works, Laborer, Director of Water & Sewer, Water Department Technician, Building Commissioner, and Code Enforcement.

EXCLUDED: All other employees employed by the Village of Monee, all elected officials of the Village of Monee and all supervisory, managerial and confidential employees of the Village of Monee as defined by the Act.

Section 1.2 Probationary Period

The probationary period shall be twelve (12) months in duration following the employee's date of hire for all employees hired after the effective date of this agreement. During the probationary period, an employee is entitled to all rights, privileges or benefits under this Agreement. During a new employee's probationary period, the employee may be disciplined, demoted, suspended, laid off or terminated at the sole discretion of the Village without just cause or recourse through the grievance procedure.

Section 1.3 Gender

Whenever the male gender is used in this Agreement; it shall be construed to include both male and females equally.

ARTICLE II UNION SECURITY AND RIGHTS

Section 2.1 Dues Check-Off

While this Agreement is in effect, the Village will deduct the uniform union dues from each paycheck of each employee in the bargaining unit upon receipt of a written authorization form submitted by the employee. The dues to be deducted may be changed once a year by the Union and the Village will change the deduction upon notification by the employee and the execution of an updated authorization form. If an employee's check is less than the dues amount, the Village has no obligation to make the deduction.

A union employee desiring to revoke the dues check off may do so by written notice to the Village at any time during the thirty (30) day period prior to the annual anniversary date of the contract. Dues shall be placed in the mail to the Union by the 15th day of the month following the deduction.

Section 2.2 Fair Share

Any present employee who is not a member of the Union shall have deducted from his pay and transmitted to the Union a fair share (not to exceed to amount of union dues) of the cost of the collective bargaining process and contract administration rendered by the Union as the exclusive representative of the employees covered by this agreement. When a new employee is hired who is a bargaining unit member, the Village will notify the Union. The Union will contact the employee about making an application for Union membership. All employees hired on or after the effective date of this Agreement and who have not made application for Union membership shall, on or after the thirtieth day after being contacted by the Union, also have deducted from their pay and transmitted to the Union a fair share of the cost of the collective bargaining process and contract administration. Such fair share fees shall be deducted by the Village from the earnings of non-employees and remitted to the union with the same frequency and in the same fashion as dues payments.

The Union shall periodically submit to the Village a list of employees covered by this Agreement who are not employees of the union and an affidavit which specifies the amount of fair share fee. The amount of fair share shall not include any contributions related to the election or support of any candidate for political office or for any employee-only benefit. The fair share fee should be uniform for each employee subject to the obligation to pay a fair share fee. The Union may change the fixed uniform dollar mount that will be considered the payroll deduction amount once each calendar year during the life of this Agreement. The Union will give the Village thirty (30) day notice of any such change in the amount of the fair share fee.

The Union shall indemnify and hold harmless the Village, its elected officials, officers, administrators, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village in complying with the provisions of this Section, or in reliance on any written check off authorization furnished under any of the provisions of this Section.

Section 2.3 Religious Objections

The obligations to pay a fair share fee to the Union shall not apply to any employee, who on the basis of a bona-fide religious tenet, teaching or a church or religious body of which such employee is a member, objects to the payment of a fair share fee to the Union. Upon proper substantiation and collection of the entire fee, the Union will make a payment on behalf of the employee to a non-religious charitable organization mutually agreed to by the objecting employee and the Union. If the employee and the Union are unable to agree upon a non-religious charitable organization, the organization shall be determined in accordance with the procedures established by the Illinois Labor Relations Board.

Section 2.4 Names and Work Classifications

The Village shall provide the Union with the name, classification, rate of salary and starting date of any new employee hired into the bargaining unit within thirty (30) days of hire.

Section 2.5 Union Use of Bulletin Boards

The Village will make space available on a bulletin board for the posting of official Union notices. The Union will limit the postings of Union notices to such bulletin board. Postings shall be of a non-political and non-inflammatory nature and a copy of each posting shall be provided to the Village Administrator.

Section 2.6 Union Business Leave

To the extent that there is no disruption of service, increase in costs or interference with operations, leaves of absence without pay shall be granted annually a total of up to two (2) employees for one day each or one (1) employee for two days who are selected, delegated or appointed by the Union to attend meetings, conventions or educational conferences.

Section 2.7 Visit by a Union Representative

The Village agrees that one (1) accredited representative of the Union, whether Local Union representative, or International representative, shall have reasonable access to the Village to meet with off-duty bargaining unit employees. The outside representative will call the Village Administrator before his arrival and obtain prior approval. The representatives shall not disturb in any way employees who are working or other Village personnel.

Section 2.8 Inspection of Personnel Files

The Village's personnel files and disciplinary history files relating to any employee represented by the Union shall be open and available for inspection and copies by the affected employee, or his or her authorized representative (with expressed, written employee permission), during regular business hours in accordance with the Illinois Personnel Records Review Act. Investigative files which relate to on-going investigations shall not be available until the investigation has been completed or until adjudication of related charges has been completed, whichever is later.

Section 2.9 DRIVE Authorization and Deduction

While this agreement is in effect, the Village will deduct from the employees paycheck of all employees covered by this agreement voluntary contributions to DRIVE (Democratic Republican Independent Voter Education). DRIVE shall notify the Village of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a weekly basis for all weeks worked. The phrase "weeks worked" excludes any week other than a week in which the employee earned a wage. The Village shall transmit to the DRIVE National Headquarters on a monthly basis, in one check, the total amount deducted along with the name of employee on whose behalf a deduction is made.

ARTICLE III LABOR MANAGEMENT MEETINGS

Section 3.1 Meeting Request

The Union and the Village agree that, in the interest of efficient management and harmonious employee relations, labor-management meetings will be held if they are mutually agreed to between Union representatives and responsible administrative representatives of the Village. Such meetings may be requested by either party at least seven (7) days in advance by placing in writing a request to the other for a "labor management" meeting and expressly providing the agenda for such a meeting. Such meetings and locations, if mutually agreed upon, shall be limited to:

- A. Discussion of the implementation and general administration of this agreement;
- B. A sharing of general information of interest to the parties;
- C. Notifying the Union of changes in conditions of employment contemplated by the Village which may affect employees;
- D. Other issues which may further a harmonious relationship between the parties.

Section 3.2 Content

It is expressly understood and agreed that such meeting shall be exclusive of the grievance procedure. Specific grievances being processed under the grievance procedure shall not be considered at "labor-management meetings" nor shall negotiations for the purpose of altering any or all of the terms of this Agreement be carried on at such meetings.

Section 3.3 Attendance

Attendance at labor-management meetings shall be voluntary on the employee's part and shall occur on off work time and shall not be compensated, unless otherwise agreed to by the Village. Normally, three (3) persons from each side shall attend these meetings, schedules permitting.

ARTICLE IV MANagements RIGHTS

Except as specifically limited by the express provisions of this Agreement, the Village retains all traditional rights to manage and direct the affairs of the Village in all of its various aspects, and to manage and direct the affairs and employees of the Village in all of its various aspects, and to manage and direct its employees. The Village has and will continue to retain the right to operate and manage its affairs in each and every respect. The rights reserved to the sole discretion of the Village shall include, but not be limited to, rights:

- A. To determine the organization and operations of the Village, including the Department of Public Works and the clerical staff;
- B. To set standards for the services to be offered to the public and to plan, direct, control and determine all the operations and services of the Village;
- C. To direct the bargaining unit employees, including the right to schedule and assigned work and overtime, and to supervise and direct the working forces;
- D. To increase, reduce or change, modify or alter the composition and size of the workforce, including the right to relieve employees from duties because of lack of work or funds or other proper reasons and to determine the methods, means, organization and number of personnel by which such operations and services are to be purchased;
- E. To establish work schedules and to determine the starting and quitting time, and number of hours to be worked, and to establish work and productivity standards and, from time to time, to change those standards
- F. To establish, modify, combine or abolish job positions and classifications, and to establish the qualifications for employment and to employee employees;

- G. To add, delete or alter methods of operation, equipment and facilities.
- H. To determine the locations, methods, means or personnel by which the operations are to be conducted, including the right to determine whether goods or services are to be made, provided or purchased, and to change or eliminate existing methods, equipment or facilities;
- I. To establish, implement and maintain an effective internal control program.
- J. To discipline, suspend, demote, discharge, or take other disciplinary action against employees with just cause, or probationary employees without cause.
- K. To add, delete, and enforce reasonable rules, regulations, orders, policies and procedures.
- L. To establish the method for promotion to a position out of the bargaining unit, and/or the hiring of new employees.
- M. To determine the overall budget; and
- N. To carry out the mission of the Village; provided, however, that the exercise of any of the above rights shall not conflict with any of the express written provisions of this Agreement.

ARTICLE V SUBCONTRACTING

Section 5.1 General Policy

The Village will not subcontract out work usually performed by employees in the bargaining unit under normal circumstances during. However, the Village may also call out non-bargaining unit contractors for emergency repairs and/or routine work when, such repairs and/or work exceeds the ability of the bargaining unit members or requires equipment (and operators of that equipment) not currently owned by the Village or when the staffing required or/and timeline requires supplementation as determined by the department head. The Village shall not use subcontracted employees to replace bargaining unit members. If the Village exercises its option to subcontract under this section, the Village will notify make written notification to the Union steward in advance.

ARTICLE VI HOURS OF WORK AND OVERTIME

Section 6.1 Application of Article

This Article is intended only as a basis for calculating overtime payments, nothing in this agreement shall be construed as a guarantee of hours of work per day or per week.

Section 6.2 Normal Workweek and Workday

The normal workweek (Sunday through Saturday) shall average forty (40) hours per departmental calendar week resulting in 2,080 hours of work per year. The workday for Public Works Department employees and Water Department employees shall be eight (hours) the workweek shall consist of five (5) consecutive workdays, Monday thru Friday, 7 a.m. to 3 p.m., followed by two regularly scheduled days off, Saturday and Sunday.

The workday for Code Enforcement employees and Village Clerical Staff employees shall be eight (hours) the workweek shall consist of five (5) consecutive workdays, Monday through Friday, 9 a.m. to 5 p.m., followed by two regularly scheduled days off, Saturday and Sunday.

Each employee will be allowed to take a thirty (30) minute paid meal break each day subject to the work duties, at such times as determined by the Village. If an employee's meal break is interrupted by work duties, the employee's meal break shall be rescheduled if the workload permits.

Section 6.3 Schedule

The Village reserves the right to schedule work outside, and change the normal workweek or normal workday to meet the Village's operational needs. However, schedule changes will not be made to avoid the payment of overtime and the Village will give the affected employees at least two weeks' notice when practicable.

Section 6.4 Overtime Pay

Overtime at the rate of time and one-half (1-1/2) an employee's straight-time rate of pay shall be paid for all hours worked beyond 40 hours in a workweek. The employee's regularly scheduled workday, such pay to be calculated in six (6) minute segments. All compensated hours shall count towards hours worked in the calculation of overtime pay.

Section 6.5 Compensatory Time

Full-time employees who work in excess of the standard work week may be eligible for compensatory time off at the discretion of the Village Administrator. If granted, compensatory time accrues on an hourly basis at 1 1/2 times each excess hour worked up to a maximum of 80 hours per year compensatory time must be taken in the calendar year in which it is earned or the time shall be paid out to the employee. Taking of compensatory time off must be approved by the department head. Upon termination of employment and employee will be paid for accrued, unused compensatory time up to 80 hours. The Village shall pay overtime at the rate of time and one-half (1-1/2) an employee's straight-time rate of pay for all hours worked beyond forty (40) hours in a workweek, such pay to be calculated in six (6) minute segments. All compensated hours, except sick time and vacation time, shall count towards hours worked in the calculation of overtime pay. The need for overtime shall be determined by the Village Administrator or his designee.

Section 6.6 Call Back Pay

A "call back" is defined as an official assignment of work, which does not continuously precede or follow an employee's regularly-scheduled working hours. An employee called back to work after having left work shall receive a minimum of two (2) hours pay at overtime rates unless the time extends to his regular work shift or unless the individual is called back to rectify his own error, in which case the employee will be paid at overtime rates only for the time actually spent.

ARTICLE VII - GRIEVANCE PROCEDURE

Section 7.1 Definition

A "Grievance" is defined as a dispute or difference of opinion raised by an employee or the Union against the Village involving an alleged violation of an express provision of this Agreement.

Section 7.2 Procedure

A grievance filed against the Village shall be processed in the following manner:

Step 1: Any employee and/or steward who has a grievance shall submit the grievance in writing to the Village Administrator, specifically indicating that the matter is a grievance under this Agreement. The grievance shall contain a general statement of facts, the provision or provisions of this Agreement which are alleged to have been violated, and the relief requested. All grievances must be presented no later than ten (10) business days from the date of the occurrence of the matter giving rise to the grievance or ten (10) business days after the employee obtained knowledge of the occurrence of the event giving rise to the grievance, whichever is later. The department supervisor or Village Administrator shall render a written response to the grievance within five (5) business days after the grievance was presented or at a mutually agreed upon time between the employee and the Village.

Step 2: If the grievance is not settled at Step 1 and the employee, or the Union if a Union grievance, wishes to appeal the grievance to Step 2 of the grievance procedure, it shall be submitted in writing to the Mayor or his designee within 10 business days of the receipt of the answer in Step 1.

The Mayor or his designee shall investigate the grievance and, in the course of the investigation offered to discuss the grievance within five business days with the grievant and the Union business agent, at a time mutually agreeable to the parties. If no settlement of the grievance is reached or if a meeting is not held, the Mayor or his designee shall provide a written answer to the grievant, or the Union if a Union grievance, within five business days following the meeting, or within five business days of receipt of the grievance if no meeting is requested or held.

Step 3: If the grievance is not settled at step two and the Union wishes to appeal the grievance from Step 2 of the grievance procedure, the Union may refer the grievance to arbitration, as described below, within 21 business days of the receipt of the Village's written answer as provided to the Union at Step 2.

Section 7.3 Grievance Arbitration

If the grievance is not settled in Step 2 and the Union wishes to appeal the grievance, the Union may refer the grievance to arbitration, as described below, within 21 (twenty-one) business days of the receipt of the Village's written answer as provided to the Union at Step 2.

- A. The parties shall attempt to agree upon an arbitrator within ten (10) business days after the notice of referral. In the event the parties are unable to agree upon the arbitrator within said ten (10) business days, the parties shall jointly request the Federal Mediation and Conciliation Service to submit a list of seven arbitrators who are members of the National Academy of Arbitrators and reside in Illinois, Indiana or Wisconsin. Each party shall have the right to reject one list in its entirety. The arbitrator shall be selected from a list of seven (7) not rejected in its entirety by the party by alternate strikes by the Village and the Union. The party to strike the first name shall be determined by a coin toss. The person whose name remains on the list shall be the arbitrator. The arbitrator shall be notified of his/her selection by a joint letter from the Village and the Union. The letter shall request the arbitrator to set a time and place for hearing the grievance, subject to availability on the part of the Village and the Union.

Hearing shall be conducted in the Village Hall of the Village of Monee, unless otherwise mutually agreed.

- B. Both parties and agree to make a good faith attempt to arrive at a joint statement of facts and issues to be submitted to the arbitrator. The Village and the Union shall have the right to require the presence of witnesses and documents with each party bearing their own expense. The expense and fees and the costs of transcripts for the arbitrator shall be equally shared between the parties.
- C. The decision and award of the arbitrator shall be made within 30 days following the end of hearing or submission of briefs, whichever is later and shall be final and binding on the parties involved. The arbitrator shall have no power to amend, modify, nullify, ignore and to add or subtract from the provisions of this Agreement.

Section 7.4 Time Limits

Time limits for filing, appealing or responding to grievances may be extended by express agreement between the Village and the Union. If a grievance is not filed or appealed within the time limits specified in this Article, the grievance shall be deemed to have been waived. If the Village or any of its representatives fails to respond within the required time limits, the grievance shall be considered denied. The Village must, however, provide a written response at Step 2.

Section 7.5: Employee Participation in Grievance Discussions and Investigations

All grievance discussions and investigation shall take place at mutually agreeable times, and in a manner which does not interfere with the Village's operations. If the parties mutually agree that such discussions will occur at times when an employee is scheduled work, the employee shall be allowed to attend such meetings without loss of pay. An employee's attendance at such meetings shall not occasion the payment of overtime.

ARTICLE VIII - NO STRIKE - NO LOCKOUT

Section 8.1 No Strike

Neither the Union nor any of its employees or agents, or employees of the bargaining unit, will call, initiate, authorize, participate in, or sanction, instigate, promote, sponsor, encourage, ratify or condone any strike, sympathy strike, slow down, work stoppage, picketing or concerted interference with any matters involving the Village or its agents, regardless of the reason for doing so, during the term of this Agreement. Bargaining unit members shall not engage in a work slowdown, work stoppage or refused to cross picket lines during the term of this contract unless the employee fears for their personal safety and well-being.

The Union agrees to notify all employees in the bargaining unit of their obligation and responsibility for maintaining compliance with this article during the term of the Agreement.

Section 8.2: Consequences of a Strike

- A. Resumption of Operations and Union Liability. In the event of action prohibited by section 8.1 above, the union and any stewards appointed under this Agreement immediately shall disavow such action and request the employee's return to work, and shall use their best efforts to achieve a prompt resumption of normal operations. The union, including its officials and agents, shall not be liable

for any damages, direct or indirect, upon complying with the requirements of this section.

- B. Discipline of Strikers. Any employee who violates the provisions of Section 8.1 above shall be subject to discipline, including immediate discharge, without recourse to the grievance procedure except to ascertain whether or not the employee violated Section 8.1
- C. Judicial Restraint. Nothing contained herein shall preclude the Village or the union from obtaining judicial restraint and damages in the event the other party violates this article. There shall be no obligation to exhaust any other remedies before instituting court action seeking judicial restraint and/or damages.

Section 8.3 No Lockout

The Village will not lockout any employees during the term of this Agreement as a result of a labor dispute with the Union.

ARTICLE IX – HOLIDAYS

Section 9.1 Holidays

The following shall be designated as holidays for all employees of the bargaining unit.

New Year's Day
Presidents' Day
Good Friday
Memorial Day
Fourth of July
Labor Day
Veterans Day
Thanksgiving Day
Thanksgiving Friday
Christmas Eve
Christmas Day

Section 9.2 Holiday Pay

An employee shall normally be scheduled off on holiday and received eight hours of pay for the holiday. If an employee is required to work on holiday, the employee will receive eight hours of holiday pay for the holiday and additionally be paid at the overtime rate of pay for all hours worked on holiday.

ARTICLE X - LAYOFF AND RECALL

Section 10.1 Layoff

The Village, in its discretion, shall determine whether layoffs are necessary and shall determine which positions or classifications will be subject to layoff. The Village shall give the Union at least thirty (30) days notice of any layoffs, and an opportunity to bargain the effects of the layoff only, if the Union requests. The Village shall layoff all part time employees in the department prior to laying off any bargaining unit employees. Where there are more than two full time employees in the same job classification the employee with the least seniority shall be laid off

first.

Section 10.2 Recall

If there is a recall, employees who are on the recall list shall be recalled in reverse order of their layoff. The Village agrees that no part time employees will be hired in the department while any full time employee in that department is on lay off status.

ARTICLE XI – SCHEDULED TIME OFF

Section 11.1 Earned Vacation

Vacation time is accrued before the full time employee's service anniversary date and must be used before the next service anniversary date. For example, an employee who started work March 3, 2011, and it must be taken before March 1, 2012.

After one year of service	One (1) week
After two years of service	Two (2) weeks
After five years of service	Three (3) weeks
After ten years of service	Four (4) weeks
After twenty years of service	Five (5) weeks

Vacation days must be taken in one (1) hour increments, with no limit to the amount of consecutive, scheduled days off. The Village will deduct from the Employee's final check any vacation days taken but not accrued for any employee terminating employment, either voluntary or for just cause.

Section 11.2 Vacation Pay

The rate of vacation pay shall be the employee's regular straight-time rate of pay in effect for the employee's regular job classification on the payday preceding the employee's vacation. The rate of vacation pay shall be the employee's regular straight-time rate of pay in effect for the employee's regular job classification on the payday preceding the employee's vacation.

Section 11.3 Personal Days

Full-time employees may use two (2) workdays as personal days off work at any time. If these days are not used during the calendar year earned, they cannot be carried over to the next calendar year. Personal days may be accumulated and carried over to the next calendar year as sick days on a year-to-year basis, up to the maximum allowable sick leave accrual.

ARTICLE XII - SICK LEAVE

Section 12.1 Paid Sick Time

All full-time employees, are eligible to receive paid sick days earned at the rate of one (1) sick day for each 1 (one) month of work during the calendar year, with a maximum of 12 sick days a year. An unlimited number of sick days can be accumulated to provide paid sick days for a serious illness. Sick leave with pay is authorized only when employees notify their supervisor of the need for absence before their assigned time to start work daily. An employee who is unable to report for work must give reasonable notice to his/her supervisor in order to allow sufficient time to make substitute arrangements. Where the supervisor has reason to believe the injury or illness could impair the employee's ability to perform duties of their position or could cause injury or illness to another, a medical certificate or other substantiating evidence of illness may

be required:

1. To verify the reason for absence;
2. To verify the employee's ability to return to work.

Sick leave benefits may be used for the following purposes:

1. Any bona fide non-occupational personal illness, injury or pregnancy.
2. Quarantine of contagious disease.
3. Serious illness of a member of employee's immediate family when it can be clearly demonstrated that the employee's presence is required. The use of sick leave for this purpose shall normally not exceed three (3) working days and requires specific authorization by the supervisor. "Immediate Family" shall be limited to spouse, children, parents, and grandparents of the employee or spouse and brothers or sister of employee or spouse.
4. Absences for necessary medical or dental appointments. The scheduling of routine medical or dental visits during working hours is discouraged.

Sick leave shall be used in increments of no less than one hour. Abuses or improper use of sick benefits are cause for disciplinary action. Employees shall earn and accumulate eight (8) hours of sick time per month to be utilized for illness or injury of the employee or employee's immediate family as defined in the Family Medical Leave Act of 1993, as amended. Sick leave benefits will not accrue when an employee is on leave, unless required by law.

ARTICLE XIII - ADDITIONAL LEAVES

Section 13.1 Discretionary Leaves

The Village may grant a leave of absence under this Article to bargaining unit employee where the Village determines there is a good and sufficient reason. The Village shall set the terms and condition of the leave, including whether or not the leave is to be paid.

Section 13.2 Application for Leave

Any request for a leave of absence shall be submitted in writing to the Village Administrator or his/her designee as far in advance as practicable. The request shall state the reason for the leave of absence and the approximate length of time off the employee desires. Authorization for the leave shall, if granted, be furnished to the employee by the Mayor or Village Administrator in writing.

Section 13.3 Funeral Leave

In the event of the death of an immediate family employee (defined as the employee's legal spouse, domestic partner, parents, grandparents, grandchildren, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, son, daughter, stepson, stepdaughter, son-in law, daughter-in-law) the employee shall receive three (3) days paid funeral leave. "Domestic partner" shall be defined as a relationship in which:

- A. Neither the employee nor the domestic partner is married to another;
- B. The partners are not related by blood closer than what would bar them from marriage in the State of Illinois;
- C. The individual has resided in the same residence as the employee for at least

twelve months previously.

Section 13.4 Jury Duty

Employees covered by this Agreement who are required serve on a jury or are called for jury duty shall be granted leave of absence with pay pursuant to a notice of jury duty. Employees who receive compensation in the form of jury fees will be required to turn over to the Village that amount excluding any payments for incidental expenses such as travel, meals and parking.

ARTICLE XIV – JOB TRAINING

Section 14.1 Training

The Village will provide the training necessary for employees to perform their duties. These hours shall be considered to be the employee's work hours.

ARTICLE XV – WAGES

Section 15.1 Wage Schedule

The wage schedule and hourly base wage rate for bargaining unit employees shall be set forth in Appendix A, attached hereto and made part of this Agreement. The current employee's initial placement into the salary system shall be set forth in Appendix B, attached hereto and made part of this Agreement. Employees hired after the effective date of this Agreement shall be placed in the start rate for the classification in which he/she was hired.

- A. Effective May 1, 2015, each Union employee will receive a 4% increase in their salary.
- B. Effective May 1, 2016, each Union employee will receive a 4% increase in their salary.
- C. Effective May 1, 2017, each Union employee will receive a 5% increase in their salary.
- D. The starting wage for non CDL will be \$12.00 per hour effective on ratification and shall increase by half of the agreed upon percentage wage increase on May 1, 2016 and May 1, 2017.
- E. Upon the obtainment of a CDL license an employee will be entitled to a \$.50 an hour increase in pay.
- F. Starting wage for all clerical staff shall be \$10.00 per hour effective on ratification and shall increase by half of the agreed upon percentage wage increase on May 1, 2016 and May 1, 2017.

ARTICLE XVI - UNIFORM ALLOWANCE

Section 16.1(A) Uniforms

- A. The Village will provide the Department of Public Works employees who are required to wear and regularly and continuously maintain prescribed items of uniform with clothing and personal equipment issued by the Village through a

service as needed at no cost to the employees. The Village will provide one approved pair of work boots per year to those employees it requires to wear boots in accordance with the Village's Safety Boot Policy and Procedure, not to exceed \$150 per year.

- B. All other full-time employees will be provided with five (5) uniform shirts annually.

ARTICLE XVII – INSURANCE

The Village shall provide the current major medical insurance coverage, including dental and vision, with an included drug prescription plan, for all full-time employees and their dependents during the term of this agreement. Beginning May 1, 2016, the Village may impose a premium contribution for the health insurance coverage on the employee only at such time as the Village imposes a premium contribution on non-union Village employees. At such time as a premium contribution is imposed on non-union employees, the employees covered by this agreement shall pay the same percentage as imposed on the Village's non-union employees, not to exceed 5% of the premium amount. During the first insurance plan year that a premium contribution is imposed on the employees by the Village, the employees may submit their receipts for their out-of-pocket costs for co-pays and the Village will reimburse the employees for their actual out-of-pocket co-pay costs, but not for any amount of the premium contribution. Said reimbursement will only occur for the first insurance plan year that the premium contribution is required of employees.

ARTICLE XVIII - SAVINGS CLAUSE

In the event any Article, section or portion of this Agreement should be held invalid and unenforceable by any Agency, or Court of competent jurisdiction, such decision shall apply only to the specific Article, Section or portion thereof specifically in the Agency or Court decision; and upon issuance of such a decision, the Village and Union agree to immediately begin negotiations on a substitute for the invalidated Article, Section or portion thereof. If any provision of this Agreement or its application is held contrary to law, the remainder of this Agreement shall not be affected thereby. If the parties are unable to reach agreement, the impasse procedures of the Illinois Public Labor Act shall be used.

ARTICLE XIX - EMPLOYEE DISCIPLINE

Section 19.1 Discipline

No non-probationary employee covered under this Agreement shall be suspended, relived from duty, or disciplined in any manner without just cause. The parties agree all disciplines shall be maintained in the employee's personnel and or disciplinary file(s).

Section 19.2 Grievance Procedure

Employees shall have the right to grieve all discipline pursuant to grievance procedure contained herein.

ARTICLE XX – MISCELLANEOUS

Section 20.1 Exposure to Disease

The Village agrees to pay all expenses for inoculation or immunization shots for employees when such becomes necessary as a result of said employee's exposure to a contagious disease where said employee has been exposed to said disease in the line of duty. If the exposure of an employee is determined to be threatening to the health of his or her immediate

family, the Village agrees to pay all expenses for inoculation or immunization for the employees of that employee's family. The Village shall also pay all expenses for all required inoculations and subsequent testing under OSHA blood borne and airborne pathogen standards (Hepatitis Vaccine, TB test).

Section 20.2 Drug Testing

The Village of Monee's Drug Testing policy for bargaining union employees covered by this agreement shall remain for the duration of the agreement. Additionally, employees are prohibited from using medical cannabis while on duty or reporting to work under the influence of medical cannabis.

Section 20.3 Residency Requirements

There shall be a residency requirement of maintain the employees residence within a forty mile radius of the Village limits for full-time employees covered under this Agreement.

Section 20.4 Outside Employment

Full-time employees shall notify their supervisor of any secondary employment they retain. Secondary employment shall not interfere with an employee's regularly scheduled work hours for the Village.

Section 20.5 Inspection of Personnel Files

The Village's personnel files and disciplinary history files relating to any employee represented by the Union shall be open and available for inspection and copies by the affected employee, or his or her authorized representative (with expressed, written employee permission) , during regular business hours in accordance with the Illinois Personnel Records Review Act. Investigative files which relate to on-going investigations shall not be available until the investigation has been completed or until adjudication of related charges has been completed, whichever is later.

Section 20.6 Safety

The Village and its employees are expected to conduct themselves and to perform work in a manner consistent with safe practices and applicable safety laws. In the event an employee reasonably and justifiably believes that his health and safety are in danger due to unsafe working conditions or equipment, he shall immediately inform a supervisor who shall have the responsibility to determine what action, if any, shall be taken, including whether the job should be continued or working conditions should be modified.

ARTICLE XXI - ENTIRE AGREEMENT

This Agreement constitutes the complete Agreement between the parties, and concludes collective bargaining on the matters contained herein for the term of this agreement.

Neither party waives any of their respective rights nor obligations to negotiate as may be required by the IPLRA as to:

- A. The impact of the exercise of the Village's management rights as set forth on any terms and conditions of employment; or
- B. As to any decisions to change any terms or conditions of employment not

expressly covered by the terms of this Agreement that are mandatory subjects of bargaining.

This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement. If a past practice is not addressed in this Agreement, it may be changed by the Village as provided in the Management Rights Article. The parties acknowledge that, during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE XXII - TERMINATION

Section 22.1 Termination

This Agreement shall be effective upon ratification of the parties, beginning May 1, 2015, and shall remain in full force and until 11:59 pm on the 30th day of April, 2018. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least thirty (30) days prior to the anniversary date that it desires to modify this Agreement.

Executed this _____ day of _____, 2016.

Village of Monee:

Teamsters Local Union # 700:

By _____
Village President

By: _____
President, Local 700

Attest:

By: _____
Village Clerk

By: _____
Secretary Treasurer, Local 700

Wage Schedule

Name	Current annual (hourly)	4%	4%	5%
		1-May-15	1-May-16	1-May-17
Justin Fleck	55,536.00 (26.70)	57,757.44	60,067.74	63,071.12
Ed Johnson	52,956.80 (25.46)	55,075.07	57,278.07	60,141.98
Bob Mason	43,118.40 (20.73)	44,843.14	46,636.86	48,968.70
Michelle Powell	40,414.40 (19.43)	42,030.98	43,712.22	45,897.83
Margaret Tovo	42,848.00 (20.60)	44,561.92	46,335.74	48,659.52
Brenden Smith	37,440.00 (18.00)	38,937.60	40,495.10	42,519.86
Dan Trofimchuck	48,464.00 (23.30)	50,402.56	52,418.66	55,039.60

4849-7455-0576, v. 1

Village of Monee

Agenda Item: H - 4

Meeting Date: March 1, 2018

Subject: Wipfli Audit Contract

By: David Wallace, Administrator

Board Action Request

Attached please find a Letter of Engagement (contract) for professional services from Wipfli LLP for FY 2018 audit. The Letter of Engagement is in the amount of \$38,000. However, should the village be able to provide all necessary information to facilitate the audit prior to the start of the audit, Wipfli LLP has agreed to adjust the price down as much as \$4,000. This offer was achieved as a result of due diligence on the part of the Finance Director Darryl Bulliner.

Action Requested: Motion to authorize the Village Administrator to sign the Engagement Letter with Wipfli LLP in an amount not to exceed \$38,000.



Wipfli LLP
18402 West Creek Drive
Tinley Park, IL 60477
708-614-1166
Fax 708-614-6644
www.wipfli.com

February 27, 2018

Mr. James F. Popp
Village of Monee
5130 W. Court Street
Monee, Illinois 60449

Dear Mr. Popp:

We are pleased to serve as your independent auditors for the Village of Monee (the "Village") for the year ended April 30, 2018. The purpose of this Engagement Letter (this "Letter") is to review certain details of our engagement.

Audit Services

We will audit the financial statements and the related notes to the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Village. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Funding Progress
3. Schedule of Employer's Contribution
4. Budgetary Compensation Information

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining Financial Statements – Nonmajor Governmental Funds
2. Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Nonmajor Governmental Funds

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States. Our audit will be conducted in accordance with auditing standards generally accepted in the United States (GAAS) and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Village's financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there exists an unavoidable risk that some material misstatements may exist and not be detected even though our audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of law or government regulations that do not have a direct and material effect on the financial statements. However, we will inform Village management and you of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the Village's management and you of any violations of law or government regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is

Mr. James F. Popp
Village of Monee
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limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements, and to design the nature, timing, and extent of further audit procedures to be performed. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and you internal control related matters that are required to be communicated under professional standards.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

We cannot perform management functions or make management decisions on behalf of your Village. However, we may provide advice and recommendations to assist management in performing its functions and fulfilling its responsibilities. We may advise management about appropriate accounting principles and their application and may assist in the preparation of the Village's financial statements, but the responsibility for the financial statements remains with management.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States.

Management is also responsible for making all financial records and related information available to us, for the accuracy and completeness of that information, and for providing us with (a) access to all information of which it is aware that is relevant to the preparation and fair presentation of the financial statements, (b) additional information that we may request for the purpose of the audit, and (c) unrestricted access to persons within the Village from whom we determine it necessary to obtain audit evidence.

Mr. James F. Popp
Village of Monee
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February 27, 2018

Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP (modified cash basis); (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP (modified cash basis); (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the Village involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. You are also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Village received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Assistance to be supplied by your personnel, including the preparation of schedules and analysis of accounts, will be discussed with Darryl Bulliner. Timely completion of this work will facilitate the completion of our engagement.

As required by GAAS, at the close of the audit we will request from management certain written confirmation concerning oral and written representations made to us in connection with the audit in order to indicate and document the continuing appropriateness of such representations and reduce the possibility of misunderstanding.

If the Village intends to reproduce or publish these financial statements, or any portion thereof whether in paper or electronic form subsequent to anticipated year-end filings, and make reference to our firm name in connection therewith, management agrees to provide us with proofs in sufficient time for our review and written approval before printing. If in our professional judgment the circumstances require, we may withhold our approval. The Village agrees to compensate Wipfli for the time associated with such review.

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Annual Forms and Reports

We will prepare and submit after your approval the Annual Financial Report required by the State of Illinois' Comptroller Office. We will also prepare a Report on Bond Compliance and a Report on TIF District's compliance.

Other

We may prepare a draft of your financial statements and related notes. You will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements. Further, you are required to designate a qualified management-level individual to be responsible and accountable for overseeing our services.

You are responsible for assuming all management responsibilities and for overseeing these services by designating an individual, preferably within senior management, with suitable skill, knowledge, and/or experience. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for them.

Our fees will be billed as work progresses, and progress billings may be submitted. The fee for this engagement will be \$38,000, subject to a \$4,000 discount upon the completion of certain agreed upon pre-engagement accounting procedures. In addition, expenses are billed for reimbursement as incurred. Our fee has been determined based on our understanding obtained through discussions with you regarding your preparation for the engagement and your current business operations. To the extent we encounter circumstances outside of our expectations that warrant additional procedures and time, we will communicate that fact and advise you of options and the additional fees necessary to complete the engagement. We expect payment of our billings within 30 days after submission. Interest at the lesser of 1% per month or the maximum rate permitted by law, except where prohibited by law, will be charged on the portion of your balance that is over 30 days.

This engagement includes only those services specifically described in this Letter; any additional services not specified herein will be agreed to in a separate letter. This engagement is separate and discrete from our engagement to audit any prior or future years, and any such engagements are or will be covered by a separate engagement letter. In the event you request us to, or we are required to, respond to a subpoena, court order, government regulatory inquiries, or other legal process against the Village or its management for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this or any prior engagements, you agree to compensate us for all time we expend in connection with such response, at our regular rates, and to reimburse us for all related out-of-pocket costs that we incur.

The working papers prepared in conjunction with our audit are our property and constitute confidential information. They will be retained by us in accordance with our policies and procedures. All of the Village's original records will be returned to management at the end of this engagement. Our working papers and files are not a substitute for the original records the Village should retain. We understand

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that we are authorized to respond directly to inquiries from the cognizant agencies including requests to review audit workpapers. Access to the requested workpapers will be provided to the cognizant agencies under the supervision of Wipfli LLP's audit personnel and at a location designated by our firm. We will notify you of any such inquiries or requests and of our reply thereto.

William J. Hanley will be your audit engagement partner.

Professional and certain regulatory standards require us to be independent, in both fact and appearance. Any discussions that you have with Wipfli personnel regarding employment could pose a threat to our independence. Therefore, we request that you inform us immediately prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.

In order for us to remain independent, professional and regulatory standards require us to maintain certain respective roles and relationships with you with respect to any nonattest services we may be asked to perform. Prior to performing such services in conjunction with our audit, management must acknowledge its acceptance of certain responsibilities.

Whenever possible, each provision of this Letter shall be interpreted in such a manner as to be effective and valid under applicable laws, regulations, or published interpretations, but if any provision is deemed prohibited, invalid, or otherwise unenforceable, such provision shall be ineffective only to the extent of such prohibition, invalidity, or unenforceability and such revised provision shall be made a part of this Letter. Further, the provisions of the foregoing sentence shall not invalidate the remainder of this Letter. This Letter shall be construed and governed in accordance with laws of the state in which the Wipfli office issuing this Letter is located, as determined by the address indicated on this Letter, and proper jurisdiction and venue for any matter hereunder shall be the state or federal courts of that state.

If the above terms are acceptable to you and the services outlined are in accordance with your requirements, please return a signed copy of this Letter to us.

We look forward to our continued association with you and your staff and appreciate the opportunity to serve you. Please do not hesitate to call us if you have any questions about the work we are to perform or any other aspect of the services we can provide.

Sincerely,

A handwritten signature in black ink that reads "Wipfli LLP". The signature is written in a cursive, flowing style.

Wipfli LLP

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ACCEPTED: VILLAGE OF MONEE

By: _____

(Print Name and Title)

Date: _____

jh
Enc.

Village of Monee

Agenda Item: H - 5

Meeting Date: March 1, 2018

Subject: Temporary Sign Request

By: David Wallace, Administrator

Board Action Request

Kenco, Inc. is a new company located at 5800 Industrial Drive (old World Kitchen Building) is requesting to place up to fifteen (15) temporary signs for up to five (5) days in the area to advertise an onsite job fair with the intent to hire approximately thirty (30) employees. Kenco, Inc. will be responsible for the placement of the signs on private property and the removal of the same.

Action Requested: Motion to authorize Kenco, Inc. to place up to fifteen signs in the area on private property for the purpose of hiring thirty employees for the Monee location.

Whereas, the purpose and intent of this legislation is as follows:

The purpose of this ordinance is to promote a Residential Rental Licensing Program. This program will provide a unique opportunity for the municipality, landlords and tenants to work together to improve the quality of all rental housing properties and enabling the municipality to proactively reduce the number of code violations, nuisance complaints and police calls. This can be achieved by:

- establishing a rental housing database
- establish standards for rental housing
- municipality and Landlords accepting responsibility to act proactively to enforce its standards
- enabling the municipality to move from a reactive and complaint-driven code enforcement system to one that aims at improving the quality of the entire rental housing property, not just individual properties that trigger complaints
- providing a licensing system that tracks the performance of rental properties and landlords, in terms of such matters as code violations, nuisance complaints and police calls.

The majority of responsible landlords who maintain their properties well and carefully screen their tenants benefit with fewer inspections in the long term allowing the municipality to target its limited resources to the smaller number who are creating a disproportionate share of the problems.

Whereas, these rules and regulations will apply to all residential rental property, whether from a zoning or usage standpoint, located within the incorporated limits of Monee, Illinois.

Now, therefore, be it ordained by the Mayor and Board of Trustees of the Village of Monee, a Home Rule Unit of Government, Will County, Illinois, pursuant to its home rule powers, as follows:

Section One. Preambles.

That the preambles above set forth are incorporated herein as if set forth in full.

Section Two. Definitions:

For the purpose of this ordinance, the following words or phrases shall be defined as follows:

Landlord:

1. Any person or entity who alone, jointly, or severally with others has legal title to any land or premises located in the village which is leased in whole or in part for residential purposes; or
2. Any person who is an executor, administrator, trustee or guardian of the estate of a legal title holder of land or premises located in the village which is leased in whole or in part for residential purposes; or
3. Any person who is a mortgagee in possession, or has been appointed to serve as the trustee of any land or premises located in the village which is leased in whole or in part for residential purposes.

Rental Unit:

1. One or more rooms containing individualized cooking, sleeping and sanitary facilities which is designed to be occupied or intended for use by one household.

Section Three. Registration and Licensing.

1. **Registration Form Date:** Prior to engaging in the business of renting any housing unit to the public, every owner of a rental property, whether occupied or vacant shall register a completed license application form including the appropriate fee for each rental unit.
2. **Initial Registration:** All residential rental property must be registered with the Village by May 1st, 2018. All residential rental property must be licensed within 90 days from the date of registering with the village. Exceptions may be made with the prior approval of the Building Inspector.
3. **License Time Frame:** All residential rental housing licenses shall be issued for a period of one (1) calendar year and shall expire after twelve (12) months of issuance, unless previously revoked.
4. **Application Form Renewal:** Application for license renewal must be filed at least thirty (30) days prior to the license expiration date.
5. **New Owner Registration:** Any person becoming an owner of an existing licensed rental unit shall register a complete license application form within thirty (30) days of the property transfer; however, the new owner will not have to pay the license fee until applying for license renewal at least thirty (30) days prior to the license expiration date.
6. **Notification of Sale:** License is non-transferrable to another person or to another rental housing unit. Every person holding a license must give notice in writing to the Village of Monee within five (5) business days after having legally transferred or otherwise disposed of the ownership or legal control of any licensed rental housing unit.
7. **Refusal or revocation of License:** Rental units found to be non-compliant after an Administrative Adjudication hearing or by an appropriate court order with this or other applicable codes or ordinances shall lose rental status, shall have the license refused or revoked, shall not be occupied until brought back into compliance. Tenant removal shall be the responsibility of the Landlord.

Section Four. Crime Prevention Program

1. **Landlord Responsibilities.** Landlords must comply with all rules and regulations required in the Village of Monee Rental Housing Licensing Program.
 - a) Landlord must advise and notify prospective tenants of the Village of Monee Rental Housing Licensing Program, as identified in this Ordinance.
 - b) Landlords shall require a signed lease, identifying all tenants eighteen (18) years of age or older.
 - c) Landlords shall incorporate into the body of all leases or rental agreements, renewal of leases or rental agreements, the first and last legal names and date of birth of all individuals eighteen (18) years of age or older, who will reside at the rental property during the term of the lease.
 - d) Landlords shall complete a criminal background screen on each tenant eighteen (18) years of age or older. Proof of the completed background screen will be required at the time of the inspection by the Building Inspector.

- e) Landlords must have all tenants eighteen (18) years of age or older sign the Crime Prevention Rental Housing Lease Addendum (Appendix A).
2. **Tenant Access to Landlord.** The Landlord of a Rental Housing Unit shall provide each tenant with the name and telephone number of a responsible person, or managing agent, who in emergency situations will be available on a twenty four (24) hour basis and who has the authority to make repairs as needed for occupancy.
3. **Nuisance Residential Rental Housing Property.** It is hereby declared a nuisance and declared to be against the health, safety, peace, and comfort of the Village of Monee for any Landlord to knowingly permit the following:
- a) Rental of a Rental Unit to a tenant who knowingly permits, solicits, aids or abets any of the following offenses to occur on or near the rental unit, common areas or appurtenances related to the tenant: murder, kidnapping, sexual assault, robbery, burglary, aggravated kidnapping, prostitution, solicitation of prostitution, pandering, obscenity, child pornography, sale or distribution of obscene publications, criminal housing management, possession of explosives, unlawful use of weapons, sale of firearms, gambling, keeping a gambling place, concealing a fugitive, violation of the Illinois Controlled Substances Act, violation of the Cannabis Control Act or commission of any other crime under state or federal law, which constitutes a threat to public health or safety not specifically listed above. Prohibition of these offenses applies also to members of the tenant's household, guests or other parties under control of the tenant.
 - b) Rental of a Rental Unit, or Residential Rental Property to a tenant who knowingly permits, solicits, aids or abets any of the following offense to occur on or near the rental unit, common areas or appurtenance relating to the tenant: commission of Village ordinance violations on three (3) or more separate occasions in a six (6) month period when such threats to public health or safety or which constitute a breach of the peace or disorderly conduct, or an unreasonably high number of calls for police service including, but not limited to, calls that may fall within the descriptions listed above that when compared to other properties in the Village of similar type, reasonably indicate that the activity at this property is out of character for the area and is impacting the quality of life of those in the area. Prohibition of these offenses applies also to members of the tenant's household, guests or other parties under control of the tenant.
 - c) Prior to seeking abatement of a nuisance or eviction of tenants under this Section, the Village shall provide notice to the Landlord stating that the property is in danger of being declared a nuisance.
 - d) For purposes of Subsections 4a and 4b above, it shall be sufficient evidence that a described offense occurred if the offender has been arrested or cited for one or more of the offenses described in Subsections 4a or 4b and the arrest or citation is supported by admissible corroborative evidence that criminal activity or an ordinance violation has occurred.

Section Five. Property Maintenance. No residential rental housing shall be occupied or continued to be occupied unless the structure in which said unit is located complies with the provisions and standards of the property maintenance code adopted by the Village of Monee, the Will County Public Health Department, or other appropriate governmental agencies and is

maintained in a structurally sound condition and kept free from health, fire and other hazards to life and property which shall include, but not limited to, the following:

1. **General Repair.** The Landlord shall be responsible for keeping the premises maintained in good repair and fit for human habitation, which shall include the building's interior and exterior and all living areas. Premises shall have at least two (2) routes of egress unencumbered by any type of obstacle. Repairs may require obtaining proper village building permits.
2. **Exterior and Site.** The building exterior and sites which residential rental units are located shall be maintained and be in compliance with village ordinances, including, but not limited to:
 - a) Building exterior envelope: walls, roof, soffits, doors, windows, etc.;
 - b) Building address;
 - c) Landscaping;
 - d) Parking lot spaces, private roads, curbs and access aisle repair and maintenance;
 - e) Roof and site water drainage of an "approved" design;
 - f) Public and private sidewalks; and
 - g) The property maintenance code adopted by the Village of Monee.
3. **Exterior Balconies.** Exterior balconies, porches or patios may not be used as storage areas which are visible from the street or adjacent properties.
4. **Equipment Safety and Maintenance.** Every facility, piece of equipment, utility or services which is required under this chapter shall be so constructed and/or installed to function safely and effectively and shall be maintained in satisfactory working condition and shall not be removed, shut off or disconnected in any occupied residential rental housing, except for such temporary interruptions as may be necessary while actual repairs or alterations are in process or during temporary emergencies or tenant's failure to pay agreed upon services. Utilities or services shared by more than one unit shall be the owner's responsibility to main.
5. **Rodents, Insects and other Pests.** All structures shall be kept free from insect, pest or rodent infestation. Upon a complaint or evidence of insects, pests or rodents, a licensed pest control company shall then inspect and/or treat all attached residential rental housing. Receipts of reports must be made available upon request to the village inspector. All structures in which insects, pests, or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. If, upon inspection there is an insect or rodent infestation in more than one dwelling unit, the owner shall be required to contract with a licensed extermination company to treat all common areas and infested units not less than on a monthly basis for up to six months. Or until remediated.
6. **Garbage Containers.** Providing for garbage and rubbish removal and supplying such facilities or containers are as necessary for the sanitary disposal of all garbage and rubbish is a condition of occupancy. Storage of all containers shall be at the rear of the building in such a manner as to be concealed from view from the street or public way of such building and adjacent properties. All areas surrounding the containers must be a clean and free of garbage or refuse at all times. The containers must be emptied at a frequency so that garbage rubbish does not overflow provided containers. It is the Landlord's responsibility to provide the appropriate type and number of such facilities or containers.

7. **Interior Storage.** In a common area, patio, balcony, hallway, stairwell or in any living areas, it shall be unlawful to:
 - a) Accumulate and store building materials, lumber, boxes, cartons, scrap metal, machinery, junk, flammable or hazardous materials or devices in such quantities or in such a manner as to create a fire, health or other hazard to the premises or persons residing therein.
 - b) Store gasoline and similar combustible liquids (if in a multi-unit dwelling such liquids must be locked in an approved fire resistant cabinet).
 - c) Store a motorcycle, moped, gasoline powered lawn mower, snow blower, or similar equipment which may contain a hazardous material including, without limitation, gasoline.
 - d) Grills (gas and charcoal) stored within five feet of structure or used without proper ventilation.
8. **Public Utilities.** Water, electric and natural gas utilities must be made available and operational in rental units for occupancy approval, and contact information be made available in the event of an emergency or any of the utilities becoming unavailable.

Section Six. Access for Inspection and Water Service Maintenance.

1. Upon presentation of proper credentials, Village authorized representatives may enter at reasonable times, after giving notice to the landlord of any building, structure, or land within the Village, to perform the duties imposed by this chapter.
2. Reasonable notice for required scheduled inspections shall be defined as a minimum of ten (10) calendar days advance written notice.
3. It shall be the responsibility of the Landlord to notify the tenant(s) of inspection appointments, arrange access with the tenant(s) and provide access to all units.
4. In the absence of the Landlord, an adult at least eighteen (18) years of age must be present during the inspection.

Section Seven. Powers and Duties of the Building Inspector

1. Notice to the Public: Before making inspections, the building inspector shall advise the owner and/or tenant of the plan to inspect.
2. Inspection: The building inspector shall enforce the provisions of this article and is hereby authorized and directed to make inspections upon request of the Landlord, or in response to a complaint that an alleged violation of the provisions of this Ordinance or of the applicable rules or regulations adopted pursuant thereto may exist, or when the building inspector has valid reason or probable cause to believe that a violation of this chapter or of any rules and regulations adopted has been or is being committed.
3. Time and Inspections: The building inspector is hereby authorized to enter and inspect between 8am and 5pm, or other hours as agreed upon between the housing inspector with the owner and/or tenant, all dwellings and buildings on the subject property.
4. Premises Inspection: The building inspector is hereby authorized to inspect the rental units subject to this ordinance, for the purpose of enforcing the specific minimum standards of the International Building Codes of the Village of Monee.
5. Appointments: The building inspector and the Landlord of a rental unit subject to this article may agree to an inspection by appointment at a time other than the hours provided herein.

6. Compliance with Ordinance Required: No property covered by this ordinance shall be occupied in violation of any Section of this Ordinance.
7. Petition to Court: If a Landlord, or tenant in charge of a rental unit fails to refuse to permit free access and entry to the structure of premises under his control, or any part thereof, with respect to which an inspection authorized by this Ordinance is sought to be made, the Building Inspector may, upon a showing to the court or adjudicates that probable cause exists for the inspection and for the issuance of an order directing compliance with the inspection requirements of this chapter with respect to such rental units, petition and obtain such order from a court of competent jurisdiction.

Section eight. License Fees. The annual license fee shall be as follows:

License Fees

One or more rental housing units	\$50
First re-inspection	\$25
2 nd and each inspection thereafter	\$100

Section Nine – Penalty

1. Any person who is found to be in violation when a citation is issued shall be fined not less than \$100.00 nor more than \$750.00
2. A violation shall be deemed to occur for each day the violation is present.
3. Any person who fails to register shall be fined not less than \$250.00 each day not registered.
4. No Show inspections for designated times fines are as follows:
 - a) \$250.00 – 1st offense
 - b) \$350.00 – 2nd Offense
 - c) \$800.00 – 3rd Offense

Section Ten. Citations. Citations for violations shall be adjudicated through the Village of Monee Administrative Adjudication.

Section Eleven. Repealer. That all Ordinances or parts of Ordinances in conflict herewith are expressly repealed.

Section Twelve. Savings Clause. That in the event any portion of this Ordinance is declared to be void, that such other parts or remainder of this Ordinance shall not be adversely effected and shall otherwise remain effective and valid.

Section Thirteen. Adoption Clause. That this Ordinance shall be in full force and effect from and after its approval, adoption and publication as required by law.

Appendix A: Crime Prevention Rental Housing Lease Addendum required by the Village of Monee IL

Address of leased property:
Tenant(s)
Landlord(s)

On or after March 1st 2018 (3/1/2018), it shall be unlawful for any landlord(s) to enter into a new lease or to renew/extend an existing lease for any residential property with in the village of Monee that does not include a Crime Prevention Rental Housing Leasing Addendum form.

In addition to all other terms of this lease, Landlord and Tenant agree as follows:

The tenant, any member of the tenant's household, any guest or any other person or persons associated with the tenant or his or her household.

1. Shall not engage in any criminal activity or violation of local, state or federal law, when such activity or violation constitutes a threat to public health or safety or which constitute a breach of the peace or disorderly conduct, on the rental unit or affecting the adjacent property.

2. Shall not engage in any act intended to facilitate any violation of local, state or federal law, when such activity or violation constitutes a threat to public health or safety, and/or obstruction or resistance of law enforcement efforts against criminal activity on the rental unit or affecting the adjacent property.

3. Shall not knowingly permit, solicit, aid or abet activities on or near the rental unit, common areas or appurtenances, which facilitate any violation of local, state or federal law, when such activity or violation constitutes a threat to public health or safety or which constitute a breach of the peace or disorderly conduct.

Should the tenant, any member of the tenant's household, any guest or any other person or persons associated with the tenant, or his/her household, violate any provisions stated herein on the rental unit or affecting the adjacent property. such a violation shall constitute a material non-compliance with the lease and shall further constitute grounds for termination of tenancy and eviction.

Tenants who are found to be guilty of violating the Village ordinance pertaining to nuisances and/or if the Village is forced to respond to incidents that require police response 3 or more times in 6 months, such conduct shall be a cause for termination of the lease.

Violation of any of the above provisions shall be a material and irreparable violation of the lease and good cause for termination of tenancy. A single violation of any of the provisions of this added addendum shall be deemed a serious violation and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for immediate termination of the lease. Proof of violation shall not require criminal conviction, but the tenant understands that an arrest (supported by admissible corroborating evidence that criminal activity in violation of the above provisions has occurred) for a described violation or criminal activity shall be sufficient evidence of a violation and grounds for termination of tenant's tenancy and occupancy. In addition, commission of Village ordinance violations on three (3) or more separate occasions in a six (6) month period when such violations constitute threats to public health or safety or which constitute a breach of the peace or disorderly conduct shall be good cause for termination of tenancy.

Should tenant or occupant, on one (1) or more occasions, use or permit the use of the rental unit or rental property for the commission of a felony or Class A misdemeanor under the laws of the State of Illinois, the landlord shall have the right to void the lease and recover the rental unit or rental property pursuant to 735 ILCS 5/9-120.

In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of the addendum shall govern.

Special Note:

- **An individual tenant will not be in violation of this lease or subject to eviction for contacting the police, or for seeking other public services, as a crime victim or concerned person.**
- **An individual tenant will not be in violation of this lease or subject to eviction for reporting acts of domestic violence, dating violence, sexual assault or stalking,**
- **An individual tenant is encouraged to report these crimes without fear of his/her status as a tenant.**

Signed by Tenant: -----

Printed Name: -----

Date: -----