

VILLAGE OF INDIAN HEAD PARK, ILLINOIS
201 Acacia Drive
Indian Head Park, Illinois 60525

BOARD OF TRUSTEES
OPEN SESSION MINUTES

January 10th, 2019

“Pursuant to 5ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”

CALL TO ORDER: Mayor Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, January 10th, 2019 at the Municipal Facility, 201 Acacia Drive and was convened at 7:00 P.M. by Mayor Hinshaw

ROLL CALL: Linda Merrifield, Recording Secretary, Deputy Village Clerk

PRESENT (and constituting a quorum):

- Mayor Tom Hinshaw
- Trustee Amy Wittenberg
- Trustee Sean Conboy (Arrived 7:29pm)
- Trustee Rita Farrel-Mayer
- Trustee Christian Metz
- Trustee Brenda O’Laughlin
- Trustee Glenn Mann

ALSO PRESENT:

- John DuRocher, Village Administrator
- Robert Cervenka, Chief of Police
- Argelia Garbacz, Finance Manager
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz
- Anthony Spinelli, Village Engineer, Strand & Associates
- Linda Merrifield, Deputy Village Clerk & Administrative
- Nick Tantillo, Cable Station Manager

VISITORS: 4

MAYOR’S REPORT:

- Sterigenics Update – Letter sent out to the Illinois Attorney General & EPA. The EPA is collecting air quality samples.
- I-294 Update – Noisewalls will be added and existing will be raised.
- \$5,000 donation to the Police Department from an Anonymous Resident

- GFOA Distinguished Budget Presentation Award recognizes Indian Head Park for 2018-2019 Budget.
- Village Wide Goals-Asked for input
- April 2020 Election Update - Trustees Chris Metz and Rita Farrell Mayer are running unopposed for reelection. Trustee Glenn Mann will be stepping down, with resident Shawn Kennedy running for Trustee for his seat-unopposed. Mayor Hinshaw will also be running unopposed for reelection. The Village Clerk position is still open, and any resident can submit a Declaration of Intent to Cook County by the end of January to run for that position.

PUBLIC COMMENTS: None

Motion to Establish Consent Agenda Items A through C, a. Approval of Board Meeting Minutes December 13, 2018 b. Approval of Payables for the Period Ending December 31, 2018 in the amount of \$420,014.59 c. Approval of Preliminary Financial Report - Month Ending December 31, 2018

Moved by Trustee Farrell-Mayer, seconded by Trustee Metz.

Motion carried by roll call vote (5-0). Trustees Mann, Farrell-Mayer, Metz O’Laughlin, and Wittenberg voted yes. No Nay Votes. Trustee Conboy absent.

Motion to Approve Consent Agenda Items A through C, a. Approval of Board Meeting Minutes December 13, 2018 b. Approval of Payables for the Period Ending December 31, 2018 in the amount of \$420,014.59 c. Approval of Preliminary Financial Report - Month Ending December 31, 2018

Moved by Trustee O’Laughlin, seconded by Trustee Wittenberg.

Financial report was given by Trustee Metz.

Motion carried by roll call vote (5-0). Trustees Mann, Farrell-Mayer, Metz, O’Laughlin, and Wittenberg voted yes. No Nay Votes. Trustee Conboy absent.

NEW BUSINESS:

- A. Ordinance 2019-01 - An Ordinance accepting the bid, awarding a contract and authorizing the issuance of a Notice of Intent for the Village’s Water Main Replacement Program subject to the approval of the Illinois Environmental Agency**

Trustee Mann made a motion to pass Ordinance 2019-01 accepting the bid, awarding the bid, awarding a contract and authorizing the issuance of a Notice of Intent for the Village’s Water Main Replacement Program subject for approval of the Illinois Environmental Protection Agency.

Motion seconded by Trustee Wittenberg

Village Administrator DuRocher asked Village Engineer Anthony Spinelli to explain Ordinance 2019-01 and the bid process.

Village Engineer Anthony Spinelli explained that the Village has secured a low-interest, ten year, up to \$3,000,000 loan with the EPA. Any amount spent on this project after the earmarked \$3,000,000 will be paid out of pocket by Indian Head Park. The bid, which will be awarded to Austin Tyler from Elwood, Illinois, was for 17,000 linear feet of water main, and Austin Tyler’s bid

came in as the lowest at \$1,281,607.55 for the base work.

*At the end of the discussion, Trustee Conboy entered the meeting.

Motion carried by roll call vote (5-0-1). Trustees Mann, Farrell-Mayer, Metz, O'Laughlin, and Wittenberg voted yes. No Nay Votes. Trustee Conboy abstained.

B. Motion awarding a quote for the purchase of a SCADA System from Metropolitan Pump Company for a cost not to exceed \$19,358.

Trustee Mann made a motion to pass awarding a quote for the purchase of a SCADA System from Metropolitan Pump Company for a cost not to exceed \$19,358.

Motion seconded by Trustee Wittenberg.

Administrator DuRocher explained that SCADA is short for System Control and Data Acquisition. This is a management system for our Water Department's Pump House. SCADA monitors and controls all of the pumps, measures chlorine residual in the reservoir water, water system pressure and a litany of other items associated with our pump house. The SCADA System would allow operators to remotely view operations through a secure server, as well as send all the data electronically that is collected monthly that is sent to the Illinois Environmental Protection Agency. This would be the first step in improving our entire Water Pump House System.

Motion carried by roll call vote (6-0). Trustees Mann, Farrell-Mayer, Conboy, O'Laughlin, Metz and Wittenberg voted yes. No Nay Votes.

C. Extension of Auditing Services

Trustee Metz made a motion to extend the term of the Village's auditing services agreement with Sikich in the amount not to exceed \$28,400 for a one year period.

Motion seconded by Trustee O'Laughlin.

Administrator DuRocher explained that the audit is the single most important endeavor in the Village, because this ensures that administration is spending tax payers' money accordingly. In 2020, Administrator DuRocher would like to go out for a Request for Qualifications to bid out a new auditing services, to make sure we are getting the best value for the services requested.

Motion carried by roll call vote (6-0). Trustees Mann, Farrell-Mayer, Conboy, O'Laughlin, Metz and Wittenberg voted yes. No Nay Votes.

D. Building Inspections Services

Village Administrator DuRocher explained that the Building Services Department does not get very much traffic, with roughly 100 permits in 2018, and 75 in 2017, it was his recommendation that the Building Department Personal be moved to an Administrative roll, and that the Building Department be outsourced to a third-party. A bid will be put in place, and more information will be to come next meeting.

E. Village Wide Goals

Mayor Hinshaw explains that a summarized list of the potential 2019-2020 Village Wide Goals are as follows:

- Improve sidewalks and pedestrians paths along Wolf, Joliet, and Plainfield Roads.
- Infrastructure repairs
- Leaf pick-up program

- Economic Development for Super-Site
- Address any items on our Risk Assessment List
- Determine the future of the Heritage Center and Library
- Consolidate/Outsource/Intergovernmental Agreement with some Village Departments

Mayor Hinshaw expressed that he would like the Trustees and Residents to please give any input and suggestions on Village Goals they would also like to be implemented and let the Mayor or John know since a clear consensus was not made.

REPORTS:

TRUSTEES:

Trustee Metz: A Finance Committee Meeting will be held January 22, 2019 at 6:30pm.

Trustee Wittenberg thanked the Santa Committee.

Trustee Conboy: A Heritage Center Committee Meeting will be held January 16, 2019 at 6:30pm.

VILLAGE CLERK: Clerk Weiner Absent

VILLAGE TREASURER: Treasurer Garcia Absent

VILLAGE ATTORNEY: None

VILLAGE ADMINISTRATOR:

- Proposed Ordinance Revision Addressing Commercial Vehicles in the Village
- Rejoining West Central Municipal Conference – Board in general consensus to rejoin
- Economic Development
- Sprinklers in New Residential Construction – General Consensus to proceed with an Ordinance for the next meeting
- Automated Meeting Minutes – Discussion of options

DEPARTMENT HEAD REPORTS:

Chief Cervenka gave a departmental update. The Village is will cut over to the new 9-1-1 system on February 28, changing from Southwest Central Dispatch to Cook County Sheriff Dispatch System. Also, on the 3rd of January, 2019 the department had its first use of Narcan which is an injectable drug that is used to rapidly reverse the effects of opioid overdoses. Officer Kissane and Officer Bozek were the first to respond to a heroin overdose on Keokuk Drive, and administered Narcan to save the victims life.

PUBLIC COMMENTS:

Resident Nancy Pritz wanted to address the Board and the Public to let them know there will be an Open Forum held at Village Hall January 30th, 2019 at 6:00pm to discuss the prospect of allowing fences in Indian Head Park. There is also an online survey that can be taken on Survey Monkey, and you can also see discussions on the IHP Fence Ordinance Facebook Page.

At 8:37 pm Trustee Wittenberg made a motion to close the open meeting and to adjourn to closed session for the discussion of personnel per 5ILCS 120 Section 2(c) (1), to discuss imminent or probable litigation per section 5ILCS 120 2(c) (11) and to discuss approval of closed session minutes per 5ILCS 120 section 2(c) (21).

Motion seconded by Trustee Mann.

Motion carried by roll call vote (6-0). Trustees Mann, Farrell-Mayer, Conboy, O'Laughlin, Metz and Wittenberg voted yes. No Nay Votes.

At 8:44 pm the open session reconvened with the following in attendance: Mayor Hinshaw; Trustees Wittenberg, Conboy, Metz, Farrell-Mayer, O'Laughlin, Mann; Administrator DuRocher, Attorney Brankin;
At 8:45 pm Trustee Wittenberg made a motion to adjourn the meeting, motion seconded by Trustee Mann.
Motion passed by voice vote.

Linda Merrifield  2/15/2019
Deputy Village Clerk / Recording Secretary