

VILLAGE OF INDIAN HEAD PARK, ILLINOIS

201 Acacia Drive

Indian Head Park, Illinois 60525

BOARD OF TRUSTEES

OPEN SESSION MINUTES

February 8, 2018

“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 Tom Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, February 8, 2018 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 P.M. by Mayor Tom Hinshaw

ROLL CALL: Josef F. Weiner, Interim Village Clerk

PRESENT (and constituting a quorum):

- Mayor Tom Hinshaw
- Trustee Amy Wittenberg
- Trustee Sean Conboy
- Trustee Glenn Mann
- Trustee Christian Metz
- Trustee Brenda O’Laughlin
- Trustee Rita Farrell-Mayer

ALSO PRESENT:

- John DuRocher, Village Administrator
- Maureen Garcia, Village Treasurer

- Robert Cervenka, Chief of Police
- Linda Merrifield, Staff Assistant
- Owen McGrath, Video Intern
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz

VISITORS: 3

PLEDGE OF ALLEGIANCE: Recited

MAYOR'S REPORT:

- Hello and welcome to everyone especially those watching on Comcast Channel 6 and Facebook Live.
- The Mayor also stated that attendees will have two opportunities to speak tonight, during the public comments section and at the end of the meeting.
- He updated the Village on the status of the proposed updates be considered by the 294 Commission through the use of a handout showing a map. The 294 tollway will be a four-lane highway around the Village. Shown on the map in light blue is the land the the Tollway currently owns, shown in purple is the land that the Tollway would like to acquire. Arrows point to the proposed points for water retention, which amount to approximately 10-15 locations. The Tollway would like to acquire approximately 50 feet of property from the Mazur Property and some property from the "Triangle". They would also like to do modifications to the sound walls near Flagg Creek and Keokuk and incorporate a small water retention area in the "Triangle" area. Both Village Administrator Durocher and Mayor Hinshaw have spoken out against the Tollway acquiring any land in the "Triangle" and the areas indicated on the map in purple due to the ongoing economic development plan. There will be a conference call between Administrator Durocher, Mayor Hinshaw, and the 294 Committee in approximately 2 weeks. Trustee Metz asked if the Village will retain ownership of the proposed retention pond planned for the "Triangle" area. Mayor Hinshaw replied that the "294 Committee" is willing to negotiate with the Village regarding this matter if they decide to put in the pond.
- The Mayor stated that someone posted a complaint on social media notifying the Village that an area of the Village was not plowed to their satisfaction. The situation was rectified by the Village. He stated that if any resident has an issue related to snowplowing or any other issue please notify someone in the Village via phone, email, or social media and the issue will be addressed.
- He also stated that Chief Cervenka is looking at PSAP alternatives and will report on his findings in the near future.

PUBLIC COMMENTS: NONE

MOTION TO ESTABLISH CONSENT AGENDA ITEMS A THROUGH C, (a. Approval of January 11, 2018 minutes; b. Approval of Payables for the month ending January 31, 2018 in the amount of \$467,620.34; c. Approval of financial report for the month ending January 31, 2018;

Moved by Trustee Metz, seconded by Trustee O'Laughlin.

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

MOTION TO APPROVE CONSENT AGENDA ITEMS A THROUGH C, (a. Approval of January 11, 2017 minutes; b. Approval of Payables for the month ending January 31, 2018 in the amount of \$467,620.34; c. Approval of financial report for the month ending January 31, 2018;

Moved by Trustee Metz, seconded by Trustee Wittenberg.

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

The consent agenda items were explained.

Village Treasurer Garcia read the financial report.

NEW BUSINESS:

MOTION TO APPROVE AN ORDINANCE FOR THE SALE/DISPOSAL OF SURPLUS PROPERTY - ORDINANCE #2018-2

Moved by Trustee Metz, seconded by Trustee O'Laughlin.

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

Village Administrator John DuRocher described the items the Village would like to dispose of and why. Trustee Farrell-Mayer asked if this was a new ordinance. Administrator DuRocher said no, that an ordinance like this was voted on some time in the past as well.

HERITAGE CENTER DISCUSSION

Trustee Conboy stated that the Heritage Center Committee has had five meetings over the last few months and that the discussion of the use of the Heritage House is just getting started. The Committee is focusing on an agenda of three main topics:

1. The Best and Highest use for the building

2. **The Safety of the Building**
3. **The Best Fiscally Responsible Use of the Building**

Best and Highest Use for the Building

The committee still feels that the best and highest use of the building should be as a library. The Heritage Center currently holds approximately 6300 books, is used by approximately 400 patrons per month and lends to 200 borrowers per month. It is operated solely by volunteers. It should be refurbished. Its current use also contributes to the Village in the following ways: it preserves open space, acts as a community gathering center, and preserves the Heritage of the Village.

Safety of the Building

Administrator DuRocher made the comment that no major code violations have been discovered with regards to the building. Minor repairs to the building have been made after an inspector was consulted with by Administrator DuRocher. There will be no changes made to the building in the short-term to make it ADA compliant.

Best Fiscally Responsible Use of the Building

The Heritage Center Committee is trying to utilize fundraising and volunteer work to meet the financial needs of the building. It is not in anyone's best interest for a tax levy to the Village. The utilities of the Heritage Center amount to about \$1,000 per year. The sign outside the building and improved landscaping is needed. The Heritage Committee needs to continue to work with the Board to explore options for funding.

Trustee Mann asks what private funding has been obtained thus far. Trustee Conboy explained that initially those in favor of keeping the Heritage House open had to overcome the results of the referendum. Now that it is behind the Committee their focus is fund raising. Administrator DuRocher stated that the budget for basic maintenance on the Heritage Center is about \$3,500. Trustee Mann stated that it is his opinion that a Phase 1 and possibly Phase 2 soil study should be performed on the Heritage House before it can be assumed to be safe for use. The study would cost approximately \$10,000-\$30,000. Administrator has consulted with an engineer from Weiss-Jennings in Northbrook to estimate the cost of the test. Anne Bermier, resident and former Trustee of the Village, asked if there was no concern for the docents of the Heritage Center's personal safety before why is it being brought to attention now. Administrator DuRocher reiterated that an inspector was consulted with and that the building is safe. It does have some peeling paint and leaks in the basement that might need to be addressed. Mayor Hinshaw thanks everyone for their comments.

FINANCE COMMITTEE REPORT

Report was read by Trustee Metz.

Budget is tight, but there will be money left over. A new dispatch system is a desire, but not a need. The Finance Committee has proposed a possible vehicle sticker increase along with a parking ticket increase. It has been 10 years since a parking ticket increase has been instituted. The Public Works bond payment will be freed up in 3 years. Any economic development that can be made would be a positive step. Illinois State revenue sharing is down. An increase in gaming revenue is expected due to Oak Pantry coming on line.

Mayor Hinshaw asks the board to consider the desires brought forward by the Finance Committee. The surplus funds in the left in this year's budget will be forwarded for use in next year's budget. Administrator Durocher stated that capital spending is going down so some wants from the budget will need to be cut. There might need to be CPI increases for water and sewer implemented. Mayor Hinshaw stated that the Water Project planned for the Village if it is not performed this year will be done next year. There will need to be approximately \$240,000 available for road repairs after the Water Project is completed. Those funds are not currently available. How does the Village procure those funds? If it is thru cost cutting, what items will be cut? He also stated that the Finance Committee meetings are open to the public and that email alerts as to when those meetings or any meetings are going to take place are available if a resident registers for those alerts on the Village website.

FIRST READING OF 2018-19 BUDGET AND CAPITAL PLAN

Report was read by Administrator DuRocher

There will be a public hearing in March to present the Budget for 2018-19. No increase in fees is expected to be instituted. The Village has a surplus of about \$250,000 for 2017-2018. Revenues are tracking as usual. No carry over money will be used in the budget planning for 2018-19. He does not expect major changes to be made.

Mayor Hinshaw asks where increases in the Budget will be made. Administrator DuRocher says in the Water Fund. Water and sewer fees will increase. Mayor Hinshaw further states that the Village was founded in 1959 and as a result the water pipes are old and failing. Twelve of the fourteen miles of pipe in the Village are forty years old and it takes eight thousand dollars to fix a water leak. There is approximately a twelve million dollars expense with regards to the replacement of all of the water pipes. Therefore, it would take two million dollars to replace two miles of pipes and it would take the Village ten years to pay that amount off. He stated that the Village must come up with a plan going forward and that he approves a water access charge increase based on CPI. Trustee Farrell-Mayer asked what the charges on the water bill mean. Administrator Durocher answers that on the March water bill there will be a line charge for water and sewer use only. Also, two other lines that say access charge for sewer and water. CPI is 2.1% right now. The Board will be considering an annual rate increase at the Mayor's request. Trustee Conboy asks the Mayor to explain against what the proposed plan for water main replacement is

likely to be, also how water rates are negotiated, and also does the Village have the same deterioration problem with the sewer system.

TRIANGLE DEVELOPMENT

Report was read by Administrator DuRocher

He stated that the consulting firm contract by the Village had a previous commitment for the night and as a result he would give the report. Meetings have been conducted with the property owners in the Triangle area along with the Planning and Zoning committee and it is a general consensus that those involved would like to see either a small family type restaurant or a grocery store akin to Trader Joe's placed on the property previously occupied by the Dome. Options are also being looked at for a makeover to the Indian Head Plaza. They do not want a gaming facility or gas station on the former Dome site. Village Administrator DuRocher is looking for a business that generates significant sales taxes based on possible budget shortcomings in the near future. A mixed use facility is also a possibility such as condos on the upper level of a building and businesses on the lower level. A Town Hall meeting is likely coming in the near future to discuss the best use of the Triangle Area. The Village is under some pressure to proceed quickly due to the 294 Tollway Committee's desire to acquire additional land for use in expansion. The moratorium is up in April and should not be extended in the opinion of Administrator DuRocher. Trustee Mann asked if the consultants employed by the Village are looking at the area around 70th Place as well. Administrator DuRocher stated that he will take on what to do with the 70th Place area as part of his goals for 2018.

REPORTS:

TRUSTEES:

Trustee Conboy had no report.

Trustee Mann stated that a new pickup truck is needed for the Public Work Department. The Village needs to budget for it. The Village also needs to find funds to maintain the roads going forward. There are also rejuvenation options for the roads available as well if the Village would like to consider them.

Trustee O'Laughlin stated that the Easter Bunny will be coming to the Village on March 31st. She also stated that the Village is renewing its Intergovernmental agency agreement with the McCook library for the next 2 years in March. The next Finance Committee meeting is February 22nd. She explained that the Intergovernmental agency agreement with the McCook library and the fees associated with the purchase of a library card for adults and students.

Trustee Wittenberg had no report.

Trustee Metz had no report.

Trustee Farrell-Mayer stated that the newest Smoke Signals is being prepared. If anyone wishes to make a submission, please do so by the end of February so that it can be included.

VILLAGE CLERK:

No report.

VILLAGE TREASURER: No report.

VILLAGE ATTORNEY: No report for “open session”.

VILLAGE ADMINISTRATOR:

Village Administrator DuRocher stated that a new water bill format will be coming in March in the form of envelopes. The Nicor Franchise agreement will be presented to the Board at the March meeting for approval. He stated that there is nothing further to report with regards to economic development activities.

He outlined his personal goals for the Village.

Goals

1. Due to recent staff changeover in the Police Department and Public Works refocus is needed.
2. It must be determined what the best approach is for the beautification of the area around the Public Works Building.
3. Water Main Replacement Project will be a main focus and as a result The Village must be more forthcoming to the residents with regards to Public Works projects going forward.

Administrator DuRocher also stated that a “new” personnel manual is under review by both Village Staff and legal counsel. He mentioned that retired Public Works Department Head Ed Santen will be honored for his service at the March meeting of the Village Board

DEPARTMENT HEAD REPORTS:

CHIEF OF POLICE:

Village Chief of Police Cervenka presented statistic hours for police calls, hours worked by Village police officers for the month of December, traffic citations written by officers for the month of January, and training that was conducting for Village officers.

PUBLIC COMMENTS: Anne Burmier, resident and former Trustee of Indian Head Park, thanked the Public Works department for the excellent snowplowing they did for the year thus far. Mayor Hinshaw commented that Anne has been coming to Village Board Meetings for approximately 40 years and thanked her for her service to the Village.

MOTION TO CLOSE THE OPEN SESSION AND ADJOURN TO CLOSED SESSION FOR THE PURPOSES OF DISCUSSING THE REVIEW OF CLOSED SESSION MINUTES PER SECTION 5ILCS120/2/c(21), LITIGATION PER SECTION 5ILCS120/2/c(2) AND PERSONNEL PER SECTION 5ILCS120/2/c(1) OF THE ILLINOIS OPEN MEETINGS ACT.

Moved by Trustee Mann, seconded by Trustee Farrell-Mayer 9:00 P.M.

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

There being no further business, at 9:31 P.M. Trustee Wittenberg moved to adjourn the regular meeting, seconded by Trustee O'Laughlin.

Motion carried by voice vote. No Nay Votes.

Josef Weiner

Village Clerk

DRAFT