

**VILLAGE OF INDIAN HEAD PARK, ILLINOIS**

**201 Acacia Drive**

**Indian Head Park, Illinois 60525**

**BOARD OF TRUSTEES**

**OPEN SESSION MINUTES**

**March 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, 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 (Absent)

**ALSO PRESENT:**

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

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

## **VISITORS: 5**

**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 stated that the Village Board was going to formally honor Mr. Ed Santen, the retired Superintendent of Public Works, at this Board meeting, but Ed is not in attendance. The Mayor thanked Ed for his service to the Village of 37 years and 8 months duration.
- The Mayor stated that Administrator DuRocher and he will be having another conference call with the 294 Commission to update them on the proposed changes to 294 that will impact the Village. He was able to say that the following are the changes that the 294 Commission is proposing at this time. The bridges over both Joliet and Wolf Roads will likely be altered and a 10-foot managed exit lane is proposed,
- The Village has mailed 300 letters to current residents who are in violation of the Village's Vehicle Sticker policy. So far, The Village has only heard back from 8 residents. The Village is maintaining a database with the names and addresses of the residents who are in compliance and who are not in compliance. Updates will be made to the database as new information is available.

**PUBLIC COMMENTS:** NONE

**MOTION TO ESTABLISH CONSENT AGENDA ITEMS A THROUGH E,** (a. Approval of February 8, 2018 minutes; b. Approval of Payables for the month ending February 28, 2018 in the amount of \$329,970.23; c. Approval of financial report for the month ending February 28, 2018; d. Illinois Municipal Retirement Fund Resolution 03-2018 Taxable Benefits; and e. Release of Closed Session Minutes Resolution 4-2018

Moved by Trustee Metz, seconded by Trustee Wittenberg.

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

**MOTION TO APPROVE CONSENT AGENDA ITEMS A THROUGH C**, (a. Approval of February 8, 2018 minutes; b. Approval of Payables for the month ending February 28, 2018 in the amount of \$329,970.23; c. Approval of financial report for the month ending February 28, 2018; d. Illinois Municipal Retirement Fund Resolution 03-2018 Taxable Benefits; and e. Release of Closed Session Minutes Resolution 4-2018

Moved by Trustee Metz, seconded by Trustee Wittenberg.

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

The consent agenda items were explained.

Village Treasurer Garcia read the financial report

**NEW BUSINESS:**

**MOTION TO PASS AN ORDINANCE FOR THE McCOOK LIBRARY INTERGOVERNMENTAL AGREEMENT - ORDINANCE #2018-03**

Moved by Trustee O’Laughlin, seconded by Trustee Wittenberg

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

Trustee O’Laughlin explained that the agreement is valid between 3/1/18 and 2/28/20. It allows those that hold a McCook library card to go to approximately 92 libraries in the counties of Cook, Kane, and DuPage. The cost is \$100 per year.

Village Administrator DuRocher explained that the agreements originally listed in item numbers 2 and 3 on the agenda under “New Business” are not ready to be voted on at this meeting

**MOTION TO PASS THE EXTENSION OF THE ILLINOIS AMERICAN WATER AGREEMENT - ORDINANCE #2018-06**

Moved by Trustee Mann, seconded by Trustee Wittenberg

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

Village Administrator DuRocher explained that Illinois American Water is now in charge of the Village’s water system and responsible for any repairs to the system now that Superintendent Santen has retired. Their charge of \$2,000 per water main break is less than what the current contractor charges and that they have done a good job with the system since they have been retained.

Village Administrator DuRocher explained that item number 5 on the agenda under “New Business” is also not ready to be voted on at this meeting.

**MOTION TO OPEN THE PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING THE 2018-2019 ANNUAL BUDGET AND CAPITAL PLAN**

Moved by Trustee Metz, seconded by Trustee O’Laughlin at 7:41 P.M.

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

Mayor Hinshaw complemented Administrator DuRocher on the thoroughness of his completion of the Budget. Administrator states that the second draft is the current one in front of the Mayor and the Board.

He highlighted the following items:

1. The Budget is balanced at \$2.46 million.
2. The Water Department revenues will be approximately \$1.6 million
3. Special Funds will generate \$4.8 million
4. No salaries will be paid to the Village Trustees
5. Realignment in the Public Works personnel will save the Village money
6. Major changes in the Police Department will also save the Village money
7. Several increases in fees are being proposed to increase revenue as well.

No comments were received from the audience or the general public.

Trustee Conboy asks when the approval for the fee increases will be considered and Village Administrator DuRocher stated that it will be voted on at the April meeting of the Village Board.

**MOTION TO CLOSE THE PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING THE 2018-2019 ANNUAL BUDGET AND CAPITAL PLAN**

Moved by Trustee Metz, seconded by Trustee Mann at 7:54 P.M.

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

**TRIANGLE DEVELOPMENT**

Report was read by Administrator DuRocher

Dan Gardner from that the consulting firm that was contracted by the Village also was present at the Board Meeting and made the following comments:

1. A market analysis is being performed.

2. A PUD ordinance is being drafted.
3. The 294 Committee has been very cooperative with respect to the Village request to maintain as much of its current land to be used for development.
4. The Village Planning and Zoning committee will be briefed on 4/3/18
5. The Village Board of Trustees will be presented with the consultant's plan at the April 12<sup>th</sup> Board meeting.
6. There will be a Public Hearing to Discuss the best use on 5/1/18
7. The Village Board will vote on how the land will be developed on 5/10/18 at the May Board Meeting.

## **HERITAGE CENTER DISCUSSION**

Trustee Conboy stated that the Heritage Center Committee's next meeting will be on 3/19/18 at the Heritage Center. There will be some floor joist work perform by a Heritage Center Committee member for free in the near future and some painting with be performed by some members of the Committee as well. The Committee has also met with some members of Illinois State Senator Durkin's staff to get their ideas about the continuation of a library at the site and to discuss other ideas for the site.

## **REPORTS:**

### **TRUSTEES:**

Trustee Conboy commended the Public Works Department on their excellent snow removal. He assisted them and stated that having the right equipment is very important.

Trustee Mann stated that there are various drainage problems in the Village that need to be addressed. The Public Works department is looking into solutions. The "Old Town" area of the Village has the biggest issue. It will cost approximately \$18,000 just for ditch cleaning.

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 22<sup>nd</sup>. 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 stated that the next Finance Committee meeting is on 4/3/18

### **VILLAGE CLERK:**

No report.

**VILLAGE TREASURER:** No report.

**VILLAGE ATTORNEY:** No report for “open session”

**VILLAGE ADMINISTRATOR:**

Village Administrator DuRocher stated that the new water bills were recently mailed. About 60 residents of the Village are using the automatic payment option. He also commended Public Works on their recent performance. DuRocher stated that the Grant Application for a Sidewalk that the Village would like to get funded is due the week of 3/12/18.

**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. He also stated that each Officer now has access to Narcan for emergency use.

**PUBLIC COMMENTS:** None

**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) AND PERSONNEL PER SECTION 5ILCS120/2/c(1) OF THE ILLINOIS OPEN MEETINGS ACT TO DISCUSS “ THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY.”**

Moved by Trustee Metz, seconded by Trustee Wittenberg 8:32 P.M.

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

There being no further business, at 8:57 P.M. Trustee Metz moved to adjourn the regular meeting, seconded by Trustee Wittenberg.

Motion carried by voice vote. No Nay Votes. Trustee Farrell-Mayer absent.

Josef Weiner

Village Clerk

