

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

**BOARD OF TRUSTEES
OPEN SESSION MINUTES**

March 9, 2017

“Pursuant to 5 ILCS 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, March 9, 2017 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

ROLL CALL: John J. DuRocher, Village Administrator/Recording Secretary

PRESENT (and constituting a quorum):

Trustee Lopez

Trustee Mann-Absent

Trustee Metz

Trustee O'Laughlin

Trustee Wittenberg

Trustee Farrell Mayer-Absent

ABSENT:

Trustees Mann and Farrell-Mayer

ALSO PRESENT:

John DuRocher, Village Administrator

Maureen Garcia, Treasurer

Patrick Brankin, Counsel, Schain, Banks, Kenny & Schwartz

Robert Cervenka, Police Chief

Edward Santen, Public Works Superintendent

VISITORS – 4

PLEDGE OF ALLEGIANCE recited

MAYOR'S REPORT:

Hello and welcome to everyone, thanks for coming. Good to see residents participating in our meetings.

Notable payables for this period;

UNO Construction in the amount of \$49,983.75 in 13 separate invoices

City of Countryside in the amount of \$40,005.22

Southwest central dispatch \$9,896.11

Current bank balance of all accounts as of February 28th, is \$919,132.60, which is up from the prior month about \$90,000

Budget as of today;

Total revenue year to date is about \$3,000,000 which is about \$85,000 over last year to date. One item of note: the State total revenue is down about \$60,000 from last year.

Total expenses year to date is \$3,700,000 which is about \$400,000 over last year to date. Some of the expenses are planned and some that are over budgeted amounts;

Note able areas in the budget that are over budgeted amount;

Water Department Maintenance is over about \$50,000 over

The Water Department well #3 repair project ended up being over by about \$20,000

Police and Water Department Overtime are both over about \$18,500

Professional Services is over about \$15,000

Water Department Professional services is over about \$9,000

Tree maintenance and the tree program is over about \$8,500

Overall the projected budget will end up being about \$100,000 in the positive

Mayor Hinshaw presented thank you plaques to departing Fire and Police Commission members Tom Reynolds (Chairman) and Tom Anselmo.

The Village is not renewing its electrical aggregation agreement when it expires in July.

The Village applied for a grant for a sidewalk along Wolf Road for the Invest in Cook grant program.

The Village is monitoring the status of the proposed I-294 work. As soon as the preliminary plans are available, we will post them on our website.

PUBLIC COMMENTS:

Tom Heany of Plainfield Road commented on “sleeving” water lines. Administrator DuRocher commented that it is probably not cost effective for what we are looking to do now, but the engineers are still looking at it.

MOTION TO ACCEPT CONSENT AGENDA ITEMS A THROUGH F (a. Approval of December 8, 2016 and February 9, 2017 Minutes; b. Approval of Warrants for the month ending \$ \$263,359.36; c. Current balance sheet; d. Budget Report for the period ending February 28, 2017; moved by Trustee Metz, seconded by Trustee Wittenberg. Motion carried by roll call vote (4-0-2). Trustees Metz, O’Laughlin, Lopez, and Wittenberg voted yes. Trustees Mann and Farrell Mayer absent.

MOTION TO APPROVE CONSENT AGENDA ITEMS A THROUGH F (a. Approval of December 8, 2016 and February 9, 2017 Minutes; b. Approval of Warrants for the month ending \$ \$263,359.36; c. Current balance sheet; d. Budget Report for the period ending February 28, 2017 moved by Trustee O’Laughlin, seconded by Trustee Lopez. Motion carried by roll call vote (4-0-2). Trustees Metz, O’Laughlin, Lopez, and Wittenberg voted yes. Trustees Mann and Farrell Mayer absent.

NEW BUSINESS:

PLANNING & ZONING COMMISSION REPORT. Administrator DuRocher. DuRocher reported that the Commission is looking at appropriate zoning uses for the “Triangle and the Super-site”. Mayor Hinshaw reported that the Commission talked about selling the current Village Hall parcel and building a new Village Hall on the Mazur property.

MOTION TO APPROVE ORDINANCE 2017-06 AN ORDINANCE AMENDING CHAPTER 2.08 OF THE INDIAN HEAD PARK MUNICIPAL CODE ADOPTING A PURCHASING POLICY OF THE VILLAGE OF INDIAN HEAD PARK moved by Trustee Metz, seconded by Trustee O’Laughlin. This was tabled from last month. Administrator DuRocher explained the ordinance. After some discussion it was agreed to by all that the proposed ordinance presented at the February 2017 should be adopted. Trustee Metz amended his motion to reflect the approval of the ordinance presented in February, 2017. Motion was seconded by Trustee Lopez, **Motion** carried by roll call vote (4-0-2). Trustees Metz, O’Laughlin, Lopez, and Wittenberg voted yes. Trustees Mann and Farrell Mayer absent.

MOTION TO APPROVE ENGINEERING TASK ORDERS 16-09 and 16-10. Moved by Trustee O'Laughlin, seconded by Trustee Metz. Administrator DuRocher explained the two task orders and stated that funding is included in the budget. Motion carried by roll call vote (4-0-2). Trustees O'Laughlin, Metz, O'Laughlin, Lopez, and Wittenberg voted yes. Trustees Mann and Farrell-Mayer absent.

PUBLIC HEARING 2017-2018 Budget

At 8:05 p.m. motion was made by Trustee Metz seconded by Trustee Lopez to close the regular meeting for the purposes of opening the Public Hearing for purposes of discussing the proposed 2017-2018 Annual Budget. Motion carried by roll call vote (4-0-2). Trustees Metz, Lopez, O'Laughlin, and Wittenberg voted yes. Trustees Mann and Farrell-Mayer absent.

Administrator DuRocher presented the second reading of the proposed 2017-2018 annual budget. He covered expected year end balances for the current fiscal year and the overall spending for the new year. He stated that it was a balanced budget.

He explained the basic fund structure of the Village and where the revenues come from and where expenses are made.

There were no comments from the public.

MOTION TO CLOSE THE PUBLIC HEARING AND RECONVENE THE REGULAR MEETING.

At 8:25 p.m. motion was made by Trustee Wittenberg seconded by Trustee Metz to close the public hearing and reopen the regular meeting. Motion carried by roll call vote (4-0-2). Trustees Metz, Lopez, O'Laughlin, and Wittenberg voted yes. Trustees Mann and Farrell-Mayer absent.

SALE OF HERITAGE CENTER AND ARROWHEAD POINT Attorney Brankin discussed the procedure needing to take place regarding the Notice to Bid. The Heritage Center property will be sold as one single parcel with the developer having the ability to split the parcel. The property will also need to be re-zoned.

MOTION TO TABLE ORDINANCE 2017-09 SALE OF ARROWHEAD POINTE

Trustee Wittenberg motioned to table Ordinance 2017-09 regarding the sale of

Arrowhead Point. Motion was seconded by Trustee O’Laughlin. Motion carried by roll call vote (4-0-2). Trustees Wittenberg, O’Laughlin, Metz, and Lopez, voted yes. Trustees Mann and Farrell-Mayer absent.

MOTION TO TABLE ORDINANCE 2017-10 SALE OF HERITAGE CENTER Trustee Wittenberg motioned to table Ordinance 2017-09 regarding the sale of the Heritage Center. Motion was seconded by Trustee O’Laughlin. Motion carried by roll call vote (4-0-2). Trustees Wittenberg, O’Laughlin, Metz, and Lopez, voted yes. Trustees Mann and Farrell-Mayer absent.

CODIFICATION OF ORDINANCES

Trustee Wittenberg made a motion to approve Ordinance 2017-11 AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE. Trustee O’Laughlin seconded. Motion carried by roll call vote (4-0-2). Trustees Wittenberg, O’Laughlin, Metz, and Lopez, voted yes. Trustees Mann and Farrell-Mayer absent.

TRUSTEE REPORTS:

Trustee Lopez - *Special Projects/Communications* - We have about 4-5 pages of concerns that CivicPlus is addressing. We are looking to go live before May of this year.

Trustee O’Laughlin *Parks and Recreation/Finance/Police/911* – Commented on the need for Village investigation of E9-1-1 expenses with Southwest Central Dispatch. Presented information regarding rising costs and asked for research into alternative dispatching opportunities.

Trustee Wittenberg - *Police Department/911/Economic Development/Planning & Zoning* - Easter egg hunt April 15, complete with petting zoo.

Trustee Metz – *Finance/Economic Development/Public Works* – No report

Trustee Farrell-Mayer - *Communications/Planning and Zoning* - No report.

VILLAGE CLERK: *Laurie Scheer* - No report.

VILLAGE TREASURER: Maureen Garcia - No report.

ATTORNEY REPORT: *Patrick Brankin* - No report for open session.

ADMINISTRATOR'S REPORT: *John DuRocher* - No report.

STAFF REPORTS:

- a. Ed Santen *Public Works* – No report
- b. Robert Cervenka *Chief of Police* – Gave activity report for the department.

PUBLIC COMMENTS:

None

MOTION TO ADJOURN moved by Trustee Lopez, seconded by Trustee O'Laughlin.

Motion carried by voice vote (4-0-2).

Regular Meeting adjourned at 8:50 p.m.

John J. DuRocher, Village Administrator/Recording Secretary