

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

March 12, 2020

“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, March 12, 2020, at the Municipal Facility, 201 Acacia Drive, and was convened at 7:00 P.M. by Mayor Hinshaw.

ROLL CALL: Sharon Allison, Village Clerk

PRESENT (and constituting a quorum):

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

ALSO PRESENT:

- John DuRocher, Village Administrator
- Steven Stelter, Chief of Police
- Mike Kurinec, Police Officer
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz
- Linda Merrifield, Deputy Clerk and Administrative Assistant
- Argelia Garbacz, Finance Manager
- Andy Ferrini, Village Administrator Intern
- Byrne Lindsay, Cable Station Operator

VISITORS: 7 Indian Head Park Residents

MAYOR'S REPORT:

I-294 Update:

Work is to begin on the I-55 to I-294 north ramps later this year. This will include the Joliet ramp to the north-bound I-294. We have reached an agreement with the Tollway over signage of the Village logo on the 2 bridges in Indian Head Park.

Sidewalks—4 main areas:

Acacia—We are expecting to get the options for the sidewalk in May. We heard the concerns of our residents, so we have asked our Village Engineer to provide sidewalk options.

Plainfield Road—When the Tollway and County replace the bridge over the I-294, we look to get a new sidewalk installed from the bridge to the Frontage Road.

Wolf Road—This project is from Plainfield Road south to 79th Street. We expect the County to approve the Phase 1 Plan by May 2020.

Joliet Road—In the current state budget, there is \$320,000 set aside for this project.

Coronavirus:

We are monitoring the situation closely. As a small village with no health department, we rely on our area agencies for information and assistance. Administrator DuRocher, The Village Board, and I have participated in weekly conference calls with the Governor and state health officials. The Mayor of Chicago and area mayors and leader have also held joint conference call. The key things that we all can do to prevent coronavirus is to wash hands, avoid touching your face, cover a cough and sneeze, social distancing, and staying at home if you are sick. For safety sake, the Easter Egg Hunt and Coffee and Donuts with the Mayor have been cancelled.

2020 Census:

I strongly encourage every person to be counted in the census. The federal government uses the census data to distribute billions of dollars in federal funds. Enumerators for the census will be needed in the Village. Training will be held in the Village Hall.

Public Works:

There are open positions for seasonal summer help in the Public Works department.

Chief of Police Welcome:

The Mayor welcomed our new Chief of Police Steve Stelter to our Village

PUBLIC COMMENTS:

A resident questioned the reason for the upcoming Agenda Ordinance pertaining to Native Plantings. Another resident questioned a recent ordinance that forbade box trucks being allowed in driveways. It was determined that this resident would seek an exemption to this ordinance in order to park his truck in his driveway. The issue could not be addressed further because it was not on the Agenda for tonight’s business

CONSENT AGENDA:

Motion to Establish Consent Agenda as Printed.

Moved by Trustee Kennedy. Seconded by Trustee O’Laughlin.

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

Motion to Approve Consent Agenda as Established.

Moved by Trustee O’Laughlin. Seconded by Trustee Kennedy.

Financial Report was presented by Trustee Metz in the absence of Treasurer Garcia. Cash on Hand on January 31, 2020, was \$1,990,683.13. Payables amounted to \$316,159.65. Total Revenues amounted to \$495,669.95. Ending Balance on February 29, 2020, was \$2,170,193.43.

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

NEW BUSINESS:

A. ORDINANCE 2020-06 NATIVE PLANTINGS PROPERTY MAINTENANCE CODE REVISION.

Motion to adopt Ordinance 2020-06, an ordinance amending chapter 6 (buildings and construction), division 7 (property maintenance) paragraph 10 by adding section 302.4c. (native plantings) and by removing “milkweed” as a defined noxious weed of the village code of ordinances was moved by Trustee Farrell-Mayer; seconded by Trustee Conboy.

Administer DuRocher explained that there are a number of houses in the village where natural plantings are greater than what we consider safe practices for the Village—house obscured from street, first responders cannot see address, habitat for vermin, etc..

This issue has already been before the Planning and Zoning Commission.

Trustee Metz feels that this ordinance is too subjective.

After a lengthy discussion among the Board, and among several residents in the audience, it was decided to Table the issue.

Motion to Table the Ordinance under discussion (Ordinance 2020-06—Native Plantings Property Maintenance Code Revision) until the next Board Meeting was moved by Trustee Metz; seconded by Trustee Farrell-Mayer.

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

B. ORDINANCE 2020-07, GAMING LICENSE INCREASE FOR OAK PANTRY

Motion to Adopt Ordinance 2020-07, an ordinance amending the provisions of chapter 8 (business licenses) division 2 (video gaming); paragraph 274 (number of licenses) of the code of Indian Head Park to increase the maximum number of video gaming terminal licenses from 5 to 6 for a 7-day pantry and deli, Inc. D/b/a Oak Pantry by Trustee Wittenberg; seconded by Trustee O’Laughlin.

Motion carried by roll call vote. Trustee Conboy, Farrell-Mayer, Kennedy, Metz, O’Laughlin, and Wittenberg voted Yay (6-0). No Nay votes.

C. PUBLIC HEARING /SECOND READING OF THE 2020-2021 BUDGET AND CAPITAL PLAN.

Motion to open the public hearing for the purposes of discussion of the Village’s 2020-2021 Budget and Capital Plan was made by Trustee Metz; seconded by Trustee O’Laughlin.

Motion carried by roll call vote (6-0). Trustee Conboy, Farrell-Mayer, Kennedy, Metz, O’Laughlin, and Wittenberg voted Yay. No Nay votes.

This Public Hearing began at 7:51 P.M.

Administrator DuRocher--It is a legal requirement that there are 3 Readings of the annual proposed Budget. One reading was held in February; one on this date, March 12; and the final one at the April meeting at which time the proposed Budget and Capital Plan will be approved.

Argelia Garbacz, Finance Manager—The proposal is for a Balanced Budget. Anticipated revenue for 2020-2021 is \$6.1 million. Revenue sources are real estate taxes; utility taxes; telecommunications and franchise revenue; state shared revenues; licenses, permits and fines; motor fuel tax; and special parks revenue (from real estate bills).

Administrator DuRocher—The Operations expenses part of the Budget consists of the following: Salaries for administration personnel and services, legal fees, data processing, audit, Smoke Signals, Public Works, and the Police Department.

Andy Ferrini, Village Administrator Intern--The Capital Funds expenses part of the Budget consists of the following: Roads; water system; sanitary and sewer system; village hall and village buildings; leaf vacuuming and garbage pick-up.

Thanks—Mayor Hinshaw thanked John, Argelia, and Andy for their dedicated work in putting together The Budget. He commented that when members of the Board were elected over the past 7 years, that the Village didn’t even have a Capital Plan. Today the Village works on a Balanced Budget. Trustee Metz, as a Board representative to the Finance Committee, also thanked the members of the Finance Committee for their hard work.

Motion to close the public hearing for the purposes of discussion of the Village's 2020-2021 Budget and Capital Plan was made by Trustee Metz; seconded by Trustee O'Laughlin.

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

This Public Hearing ended at 8:19 P.M.

D. VILLAGE GOALS

➤ **Proactive Marketing of the Triangle**

Trustee Wittenberg explained that the village will focus on selling the parcels of land in the Triangle that are presently for sale with hopes of getting businesses that will create the greatest amount of tax revenue. A budget of \$50,000 has been set aside. It is hopeful that this can be accomplished by the Board rather than hiring consultants for the project.

➤ **Refuse Franchise Agreement**

Administer DuRocher stated that the bids for garbage pick-up throughout the village will be opened and a Town Hall meeting will be held on March 25. Additional items in this bid include leaf pick-up and a once-a-year Amnesty Day.

➤ **PUD for 70th Place**

This parcel of available land will be considered for future use along with the Triangle.

REPORTS:

TRUSTEES:

Trustee Farrell-Mayer thanked Linda Merryfield for the nice job that she did on the recent issue of *Smoke Signals*.

Trustee Metz asked that Contractor Licenses be considered on next month's meeting agenda. This issue pertains to regulating or over-regulating contractors who work in the village to need a license.

Trustee Wittenberg welcomed our new Police Chief Steven Stelter. She also thanked Mike Kurinec for serving as Acting Chief Police for the last months. Trustee also reminded all that the Easter Egg Hunt has been cancelled due to the corona-virus outbreak.

VILLAGE CLERK: No Report

VILLAGE TREASURER: Absent

VILLAGE ATTORNEY: No report

VILLAGE ADMINISTRATOR: Public Works has been working on a spread sheet about each snow event this season. Thus far there have been 18 snow events. Data is being collected for mileage, fuel, type and depth of snow, and hours spent on clean-up.

There is a parcel of land on 70th Place that we are hoping to annex into IHP. It is presently for sale. Its annex would add to our tax base and the village would have control of its use.

POLICE REPORT: Police Chief Steven Stelter thanked Mike Kurinec for his service as Acting Police Chief and for his help in getting settled in his new position in the department. Chief stated that he is spending these first few days meeting with all members of the department. He reported no major incidents during the month. He is pleased that officers are willing and eager to participate in training. He mentioned that there were 46 calls to Briar Place last month. Trustee Farrell-Mayer questioned if the Board would be hearing about a further report about Briar Place in the future. Officer Kurinec reported that no further report is available regarding the fatal accident that took place in IHP last November.

PUBLIC COMMENTS: None

MAYOR'S CLOSING COMMENTS:

Mayor Hinshaw again thanked Mike Kurinec for his service as Acting Chief of Police. He also reminded all residents to vote in the Primary Election on March 17.

At 8:45 P.M. P.M. Trustee Wittenberg motioned to adjourn to Closed Session to discuss the following:

5 ILCS 120/2(c)(1)—The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee

(c) (21)—Review of Closed Session Minutes

Motion seconded by Trustee Farrell-Mayer.

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

At 9:01 P.M. Trustee Farrell-Mayer motioned to adjourn the Open Session; Seconded by Trustee Kennedy.

Motion carried by voice vote. Meeting adjourned.

**Sharon Allison
Village Clerk**