

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

August 11, 2016

“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, August 11, 2016 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

ROLL CALL: Laurie Scheer, Village Clerk

PRESENT (and constituting a quorum):

Trustee Wittenberg
Trustee Farrell Mayer
Trustee Metz
Trustee O’Laughlin
Trustee Mann
Trustee Lopez

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 – 7

PLEDGE OF ALLEGIANCE recited

MAYOR’S REPORT:

Hello and welcome to everyone, thanks for coming.

Vehicle stickers are available at the Village Hall. At this point the grace period to purchase the vehicle sticker has passed. Late charges will apply.

Rain barrels are available for pick up at the Village Hall. If you are interested in obtaining a rain barrel, please stop by the Village Hall to sign one out. The rain barrels are free to Village Residents to use. They must be returned.

The tree saplings have arrived from the MWRD.

Please sign up for Code Red. It is a good resource for information from weather to important Village updates. If you have not signed up [click here](#)

There will be positions available on both the Planning & Zoning Board and the Police & Fire Commission. If you are interested in volunteering for either, please visit the Village website or [click here](#)

Western Springs have submitted an application for a bike path. We will discuss that later in the meeting.

MOTION TO ACCEPT THE MINUTES OF THE JUNE 9, 2016 AND JULY 14, 2016 BOARD MEETING AS PRESENTED moved by Trustee Metz, seconded by Trustee Wittenberg. Motion carried by roll call vote (6-0-0). Trustees Metz, Wittenberg, O’Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

MOTION TO APPROVE PAYABLES FOR THE PERIOD ENDING JUNE 30, 2015 IN THE AMOUNT OF \$466,923.60 AS PRESENTED moved by Trustee Metz , seconded by Trustee O’Laughlin. Motion carried by roll call vote (6-0-0). Trustees Metz, Wittenberg, O’Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

MOTION TO APPROVE FINANCIAL REPORT (BALANCE SHEET) FOR THE MONTH ENDING JULY 31, 2016 AS PRESENTED moved by Trustee Metz and seconded by Trustee Lopez. Motion carried by roll call vote (6-0-0). Trustees Metz, Wittenberg, O’Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

MOTION TO RECEIVE THE BUDGET REPORT FOR THE FISCAL PERIOD ENDING JUNE 30, 2016 AS PRESENTED. Trustee Metz moved and seconded by Trustee O’Laughlin. Motion carried by roll call vote (6-0-0). Trustees Metz, Wittenberg, O’Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

NEW BUSINESS:

- A. Trustee Farrell-Mayer discussed the need to review the current Ordinance regarding Resale Home Inspections. Discussions were had regarding the Ordinance and the direction the Village may want to take in the future regarding the Ordinance. The topic will be revisited at a future meeting.

- B. Trustee Mann discussed the pavement repair analysis performed on the streets within the Village; a meeting was had with Director Santen and Strand, the Village Engineering firm. A list of streets with their ratings was provided to the Board outlining which streets are in need of repairs by the engineers ratings. Grant research is also being done to help the Village with funds to repair the roads.
- C. Trustee Mann and Village Administrator DuRocher discussed the Capital Plan. This is in reference to the pavement work we will be undertaking. The Village will be re-joining a Council of Government which is where road transportation money is available. Since Acacia Drive and Blackhawk Trail are federal routes so we are eligible to get federal money to help repair these roads. It is roughly 80% funding. We will be applying for this grant money and preliminary engineering will begin for planning three to four years out. Also, we are looking into a safe passage to school route to the schools either through sidewalks or a bicycle path. Western Springs has submitted an application for funding to install a bike path from Forest Hills subdivision along the eastern side of Interstate 294 through Timber Trails and ending the southwest corner of Indian Head Park near Sacajawea Park (Keokuk and Frontage). Discussions were held regarding what direction Indian Head Park will take if the grant is approved.

A. TRUSTEES

Trustee Lopez *Communications* - There has been significant progress with respect to the new website. It has taken months to update the existing content and add new content. Several members have attended training on how to use the new system. Some thought needs to go into our request tracker and its capabilities for residents to enter any concerns, including but not limited to potholes, dead trees, etc. Another feature we would like to implement is the ability to mass send information to our residents. We understand that there are challenges getting residents to sign up, but we feel there will be more residents interested in signing up after they see the available information on the new website .

Trustee Mann *Public Works* – Meeting was held with Mayor Hinshaw and Village Administrator DuRocher to discuss ordinances and codes that need to be modified that either need to be updated or are obsolete. The Board was in agreement to continue the review and discussions regarding the ordinances to be updated.

Trustee O’Laughlin *Parks and Recreation/Finance/Police/911* – The Village movie night was a huge success. About 200 residents attended the event. Two movies were shown. Ledo’s Pizza and Tropical Sno were there to help make the night memorable. Seaspar is celebrating its 40th year and will be hosting their bbq picnic, September 9th,

5:30 p.m. - 9:00 p.m., at Blackhawk Park. The annual Des Plaines Valley Rendezvous will be held on September 10th and 11th.

Trustee Wittenberg *Police Department/911/Economic Development/Planning & Zoning*— No Report

Trustee Metz – *Finance/Economic Development* – The Finance Committee will be meeting on Wednesday August 24, 2016 at 7:00 p.m. The current budget will be reviewed, review the feasibility of maintaining a minimum cash balance, purchasing procedures, the pros and cons of fiscal v. calendar year budgets, projected capital improvement projects over the next couple of years and, budget v. appropriations are a few topics that will be reviewed.

Trustee Farrell-Mayer *Communications/Planning & Zoning* – No Report.

B. VILLAGE CLERK: *Laurie Scheer* - No Report

C. VILLAGE TREASURER: Maureen Garcia - A meeting will be held shortly to meet with the Village Bank Representative to discuss some short-term investment ideas.

D. ATTORNEY REPORT: *Patrick Brankin* - No Report

E. ADMINISTRATOR'S REPORT: *Mr DuRocher* -

Residents are being contacted who have not had their meters replaced to-date. The returned survey cards are overwhelmingly positive. On the administrative side we are looking into the ability for direct debiting of a person's water account. They would still be notified of the amount and when the debit will incur.

STAFF REPORTS:

A. Ed Santen *Public Works* – No Report.

B. Robert Cervenka *Chief of Police* – Strict enforcement of Village Stickers is in effect. There is an ongoing crime pattern taking place in neighboring towns. The high-end vehicle thefts that have been taking place in surrounding towns is now doing armed robberies which have taken place in Willowbrook, Darien and Hickory Hills. Please be vigilant and aware of your surroundings. If you see or are suspicious of activities, please call 911.

Motion to Adjourn the Regular Meeting at 9:01 p.m. moved by Trustee Farrell-Mayer, seconded by Trustee Mann. Motion carried by voice vote (6-0-0). Trustees Metz, Wittenberg, O'Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

Submitted by Laurie Scheer, Village Clerk