

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

September 8, 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, September 8, 2016 at the Municipal Facility, 201 Acacia Drive and was convened at 7:32 p.m. by Mayor Hinshaw.

ROLL CALL: Laurie Scheer, Village Clerk

PRESENT (and constituting a quorum):

Trustee Farrell Mayer

Trustee Metz

Trustee O’Laughlin

ABSENT:

Trustee Mann

Trustee Lopez

Trustee Wittenberg

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 – 12

PLEDGE OF ALLEGIANCE recited

MAYOR’S REPORT:

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

Start the meeting with a moment of silence in remembrance of 9/11.

Vehicle stickers – we have sold 2,967 which is about 40 over last year to date. We have written 49 citations. You can still get a sticker in the Village office.

The MWRD is also offering the Village free rain barrels throughout the end of this year. Residents are asked to call the front desk to reserve theirs. There are some rules that are available at the front counter or on our website. Rain barrels will be delivered by the MWRD to individual homes.

Reminder that any contractor performing work for residents/business owners within the Village needs to have a contractor license. We ask contractors' to be licensed and registered with the Village for the safety of our residents.

For VietNam Veterans, the Cook County Department of Veterans Affairs would like to invite veterans from our community to join them for the 50th Anniversary of the VietNam War Commemoration. The purpose of this program is to honor and recognize the veterans that served during the VietNam era from 1955 through 1975. The ceremony will take place at the Swan Pavilion inside Brookfield Zoo starting at 11:00 a.m. on Thursday, September 29, 2016. Those interested in attending must RSVP no later than September 15th. Veterans must complete the attached application and submit it via fax, email, or mail to Cook County Veterans Affairs.

Trustee O'Laughlin will tell us about a Seaspar event at Blackhawk Park this Friday night.

There was recently a public hearing about 55th Street between Wolf Road and Brainard Avenue. Discussion were had regarding adding a center turn lane and a sidewalk. More information can be found on the Illinois Department of Transportation website.

If you are interested in running for a Village Trustee there will be three spots up for election on April 4, 2017. Gathering signatures for petitions begins September 20th and will need to be turned in the week of December 12th. More information on the Cook County election website. [Click Here](#)

Trustee Chris Metz has been added as a Liaison to Public Works, joining Trustee Glenn Mann.

Pleasantdale School District 107 is looking for volunteers for a future planning committee. More information is on their website. [Click Here](#)

The Village needs volunteers to serve on the Planning and Zoning Commission, the due date for applications is 9/15. Due date for volunteers for the Fire and Police Commission is 10/2. Application is on our website. [Click Here](#)

MOTION TO ACCEPT THE MINUTES OF THE AUGUST 11, 2016 BOARD MEETING AS PRESENTED moved by Trustee O'Laughlin, seconded by Trustee Metz. Motion carried by roll call vote (4-0-0). Trustees Metz, O'Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

MOTION TO APPROVE PAYABLES FOR THE PERIOD ENDING , 2015 IN THE AUGUST 31, 2016 IN THE AMOUNT OF \$279,888.63 AS PRESENTED moved by Trustee Metz, seconded by Trustee O’Laughlin. Motion carried by roll call vote (4-0-0) Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

MOTION TO APPROVE FINANCIAL REPORT (BALANCE SHEET) FOR THE MONTH ENDING JULY 31, 2016 AS PRESENTED moved by Trustee Metz and seconded by Trustee O’Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

MOTION TO RECEIVE THE BUDGET REPORT FOR THE FISCAL PERIOD ENDING JULY 31, 2016 AS PRESENTED. Trustee Metz moved and seconded by Trustee O’Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

NEW BUSINESS:

A. MOTION TO APPROVE MAYOR HINSHAW’S APPOINTMENT OF NOREEN COSTELLO AS THE CHAIR OF THE PLANNING AND ZONING COMMISSION FOR THE TERM ENDING AUGUST 8, 2019. Trustee Farrell-Mayer moved, seconded by O’Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

B. MOTION TO APPROVE ORDINANCE AMENDING THE ACACIA TOWNHOME PLANNED DEVELOPMENT AND TO APPROVE AND AUTHORIZE AN EXTERIOR SIDE YARD AND A REAR YARD ZONING VARIATION TO THE PROPERTY COMMONLY KNOWN AS 172 CASCADE DRIVE, INDIAN HEAD PARK, ILLINOIS. Trustee Farrell-Mayer moved, seconded by O’Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

C. MOTION TO APPROVE ORDINANCE 2016-16 AMENDING SECTION 5.08.030 ENTITLED “LICENSE CLASSIFICATIONS” OF CHAPTER 5.08 ENTITLED “ALCOHOLIC LIQUOR SALES” OF THE INDIAN HEAD PARK MUNICIPAL CODE. Trustee Farrell-Mayer moved, seconded by Metz. Motion carried by roll call vote (4-0-0). Trustees Metz, O’Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

D. COMMONWEALTH EDISON PRESENTATION Mike McMann, Vice President of AMI Roll Out, Indian Head Park will begin to receive their smart meters in September and the process will be complete in November. The program is part of the 2011 Energy Infrastructure Modernization Act which authorized ComEd to install meters throughout its entire service area as well as upgrade the grid over a 10-year period. Pre-

communication literature has gone out to customers and postcards have gone out 60 days in advance. There will then be a letter 30 to 45 days in advance instructing the customers to please leave gate unlocked and dogs in the house. A ComEd employee will be dispatched and vehicles will be clearly identified, the employees will be in ComEd uniforms and, they will be displaying their identification badges. The employee will identify himself/herself to the homeowner if they are home prior to beginning work. If the resident is not home, they will replace the meter and leave a door card for the resident. The meter will communicate with ComEd six times a day wirelessly. Sixty days after the installation, you will get a letter explaining the smart meter benefits. Ninety days after residents will get a reminder of what benefits the smart meter program will offer. The meter is owned by ComEd the socket is owned by the resident. If the socket is degraded and needs repair, electricians are on call to replace the socket at no cost to the resident.

If the resident does not want to have their meter replaced, they can opt out of the replacement program. There will be a fee of \$21.50 per month added to their monthly bill for a meter reader to come to the residence and the duplicate billing system. Additional information can be found on the ComEd website.

Reliability Report by Sylvia Rogowski, the Village's ComEd representative. Indian Head Park is served by five main lines coming into the Village. Last year, Indian Head Park received 1500 ft of spacer cable on the overhead lines to help strengthen the lines. Another 1200 ft, to date, installing spacer cables on overhead lines has taken place. If a customer has more than 3 outages a year, the reliability engineers analyze the causes of the outages. There will be some additional equipment and tree trimming to take place to proactively mitigate the outages.

E. MOTION TO APPROVE ORDINANCE 2016-17 AUTHORIZING COMMUNICATIONS TOWER LICENSE AGREEMENT RENEWAL WITH AMERICAN TOWER, LLC. Trustee Farrell-Mayer moved, seconded by O'Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O'Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

F. MOTION TO APPROVE AN ORDINANCE 2016-18 AMENDING SECTION 13.08.190 "BILLING, LATE PAYMENT, AND NON-PAYMENT" AND ADDING SECTION 13.08.085 "METERS BEING CAPABLE OF BEING REMOTELY READ" OF THE VILLAGE OF INDIAN HEAD PARK MUNICIPAL CODE. Trustee Metz moved, seconded by Trustee O'Laughlin. Motion carried by roll call vote (4-0-0). Trustees Metz, O'Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustee Wittenberg, Mann and Lopez absent.

G. Resale Inspections-Village Administrator DuRocher explained the resale inspection process. Trustee Farrell-Mayer expressed community concerns regarding the resale inspections and, who will be performing the inspections. Trustee Metz and

O’Laughlin also stated their positions on the resale inspection program, the burden it has on the homeowner and, the recommendation to repeal the ordinance. Discussions were held between audience members and the Board. Director Santen offered the suggestion to employ a “Code Enforcer” trained in the area of inspections. Village Administrator DuRocher will research options and, speak to neighboring towns on their requirements.

H. Village Administrator DuRocher discussed the Village of Western Springs’ request for the Village of Indian Head Park to support its application for grant money for a bike path along Flagg Creek connecting the Metra station to the north running south and terminating at Sacajawea Park, Indian Head Park. The Village is working with Cook County and Chicago Active Transportation Alliance to discuss bicycle paths options through the Village. There are many factors to consider regarding the proposed bike path going under the bridge including security and safety of our residents.

I. Village Administrator DuRocher read Trustee Mann’s recommendation regarding the road rejuvenation plan in the Capital Plan. Pavement work on Cochise Drive, center line and full width repairs that need to take place before winter. Funds for the road repairs will be from the road bond program.

J. Capital Plan discussions will be tabled until October’s meeting.

K. Mayor Hinshaw discussed upcoming goals for the 2016/17 Village Administrator. These goals are based on a one-year time frame. There are five goals. Better tracking system for staff payroll, vacations, sick time, etc; Village operations manual review and update; economic/business development; ordinance review update, delete and/or modify; and, sidewalks, pedestrian/bike paths.

TRUSTEE REPORTS:

Trustee O’Laughlin *Parks and Recreation/Finance/Police/911* – SEASPAR is celebrating 40 years. They will be having a BBQ and entertainment in Blackhawk Park on September 9th.

Trustee Metz – *Finance/Economic Development/Public Works* – The Finance Committee met in August. There was discussion regarding conducting a budget review and, budget v. appropriations ordinance options for the Village. We will have a recommendation for the Village board soon. We also discussed a purchasing policy for the Village and, recommendations regarding approval limits. Other areas looked at were investments and cash reserves on hand and what is recommended.

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

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

C. VILLAGE TREASURER: Maureen Garcia - No Report.

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

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

A. The website will be going live the end October.

B. We are looking into the video to purchase and install to broadcast our meetings live and other events throughout the Village. Three bids were presented and, the Village will be using Windy City for the purchase and installation.

STAFF REPORTS:

A. Ed Santen *Public Works* – Work is being completed regarding the water meter replacement project and repairing any areas damaged from digging up the buffalo boxes. The road pavement work is still ongoing and the patch work should be completed by the end of September

B. Robert Cervenka *Chief of Police* – No Report.

PUBLIC COMMENTS:

Karen Bartell, Indian Ridge, over Labor Day weekend Ms. Bartell reported a water main break to the non-emergency number. Discussions were had regarding emergency procedures over weekend and holidays. Chief Cervenka will look into the matter to see who responded to the phone call.

Tim Baker requested a discussion with Mr. DuRocher after the regular session meeting.

MOTION TO CLOSE THE OPEN SESSION AND ENTER INTO CLOSED SESSION PURSUANT TO ILLINOIS STATUTES TO DISCUSS: For the DISCUSSION OF ONGOING LITIGATION per 5 ILCS 120 Section 2(c) (11) at 9:21 p.m. Moved by Trustee Metz, seconded by Trustee Farrell-Mayer. Motion carried by voice vote (4-0-0). Trustees Metz, Wittenberg, O'Laughlin, Farrell-Mayer, Mann and Lopez voted yes.

RETURN TO OPEN SESSION:

PRESENT (and constituting a quorum):

Trustee Farrell Mayer
Trustee Metz
Trustee O'Laughlin

ABSENT:

Trustee Mann

Trustee Lopez
Trustee Wittenberg

ALSO PRESENT:

John DuRocher, Village Administrator
Patrick Brankin, Counsel, Schain, Banks, Kenny & Schwartz

Motion to Adjourn the Regular Meeting at 9:38 p.m. moved by Trustee Metz, seconded by Trustee O'Laughlin . Motion carried by voice vote (4-0-0). Trustees Metz, O'Laughlin, Farrell-Mayer, and Mayor Hinshaw voted yes. Trustees Mann, Wittenberg and Lopez voted absent.

Submitted by Laurie Scheer, Village Clerk