

**Village of Indian Head Park**  
**201 Acacia Drive**  
**Indian Head Park, IL 60525**  
**Board Meeting - Notice and Agenda**  
**7:30 p.m. – February 11, 2016**

I) CALL TO ORDER & ROLL CALL

II) PLEDGE OF ALLEGIANCE

III) MAYOR'S REPORT

IV) CONSENT AGENDA-Vote to establish (must be unanimous), then a vote on the Consent Agenda.

(All items are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or member of the public so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. The purpose of this is to consolidate and approve several routine administrative items into one motion.)

A. APPROVAL OF BOARD MEETING MINUTES (to be distributed)

I. January 14, 2016 Regular Meeting

B. APPROVAL OF PAYABLES FOR THE PERIOD ENDING JANUARY 31, 2016 in the amount of \$TBD (Trustee Metz)

C. APPROVAL OF FINANCIAL REPORT - Month Ending 1/31/2016 (Treasurer Garcia) to be distributed

V) AUDIENCE COMMENTS

VI) NEW BUSINESS

Go To A. Appointment of Residents to the Finance Committee (Mayor Hinshaw/Trustee Metz)

Go To B. Intergovernmental Agreement Library Services with McCook Public Library District Ordinance 2016-03 (Trustee O'Laughlin)

C. St. Patrick's Day Parade (Trustee O'Laughlin)

Go To D. Mutual Aide Agreement (Trustee Wittenberg) Ordinance 2016-04

Go To E. Award of Bid-Water Meter Replacement Program Ordinance 2016-05 (Trustee Mann)

F. Comprehensive Plan Discussion-Tabled from last meeting (Trustee Farrell-Mayer)

VII) REPORTS

A. Trustees

B. Village Clerk

C. Village Treasurer

D. Village Attorney

- Go To
- E. Village Administrator
    - i. Website Update
  - F. Department Head Reports
    - i. Public Works
      - 1. Water Main Breaks
    - ii. Police Department

VIII) EXECUTIVE SESSION-Personnel

IX) NEXT MEETING DATE & ADJOURNMENT

To: Mayor Hinshaw and Board of Trustees  
From: John J. DuRocher, Village Administrator  
Subject: February Board Meeting Agenda and Report  
Date: February 6, 2016

Please find attached the Agenda and Board packet for the upcoming meeting.

If there is any item of business requiring deeper analysis, I will have a separate memo immediately following this report.

Please note that the page immediately following this document, I am attaching a motion "cheat sheet".

1. Mayor's Report
2. Consent Agenda Items
  - a. Approval of Minutes. These will be distributed on receipt.
  - b. Approval of Warrants-These will go out Monday.
3. New Business
  - a. Appointment of residents to the Finance Committee. The following persons have expressed interest in serving on the Finance Committee. They are: Treasurer Garcia, Charlie Eck, John Corcoran, and Shirley Yang. This is in addition to Trustee Metz, Trustee O'Laughlin, Finance Director Stewart, and myself. Although this exceeds the minimum listed in the ordinance, I see no compelling reason to not include people who are interested. In my opinion this will only add to the openness of our budgeting process.

I recommend the appointment of Treasurer Garcia, Charlie Eck, John Corcoran, and Shirley Yang to the Finance Committee.

The Mayor will present the residents to be appointed and the Board will need to approve. These are for One year terms.

As Trustee Metz has already been appointed the Chair, the Mayor will need to appoint a secretary. This can be any member. The Board does not vote on this.
  - b. Intergovernmental Agreement Library Services/Ordinance 2016-03.

Please see attached.

- c. The Village will be participating in the St. Patrick's Day Parade hosted by the City of Countryside on Saturday March 5. Trustee O'Laughlin and her husband John will be the Grand Marshalls. Trustee O'Laughlin will comment more on this.

- d. Mutual Aid Agreement

The Village's Mutual Aid agreement with the Northern Illinois Alarm System has expired and it needs to be renewed. This is a standard document. Please be advised that the document is a draft and that our attorney will be making changes to it.

The ordinance/agreement is attached and I recommend its approval.

- e. Yesterday I sent out my recommendation awarding the bid for the water meter replacement program. Mid-west Meter is the lowest responsible bidder and by law, unless we have a really good reason not to award the bid to them, we must.

Please note that I am not planning on seeking outside financing for the project. I intend to utilize existing cash. I estimate that we will have less than a year payback on this project.

Depending on how fast work gets underway and the billings submitted, we may need to pass an amendment to the appropriation ordinance and budget

Attached is the Ordinance authorizing the award of the bid and the execution of the bid documents.

- f. Comprehensive Plan. I would like to defer discussion on this until the next Board meeting. Please table.
- g. Executive Session. I would like to go to closed session to discuss personnel related matter. Please refer to a separate memo regarding this.

To Mayor Hinshaw and Board of Trustees  
From: John J. DuRocher, Village Administrator  
Subject: Intergovernmental Agreement Library Services/Ordinance 2016-03  
Date: February 6, 2016

### **Background/Summary**

As you know, the Village does not have a library district. The City of Countryside recently entered into an agreement with the McCook Library District for the provision of services based on a set fee for residents. The agreement/terms presented to us are identical to that of Countryside.

It has been an expressed desire of some members of the Board and residents that we have library services available to the Village.

The agreement will allow residents to have access to the library (and ALL associated libraries) for a fee of \$100 per year per household (less if it a student only)

Two weeks ago Trustee O'Laughlin and I visited the library. Although it is small, we were impressed with what they had and the overall operation.

### **Fiscal Impact**

This will have no fiscal impact on the Village at all.

### **Recommendation:**

As the agreement does not bind the Village to pay any fees and only applies to those participating it really is, in my view, an easy decision to allow our residents access to a library.

### **Action Required by the Board**

The Board will need to approve an ordinance accepting the agreement.

**ORDINANCE #2016-03**

**AN ORDINANCE TO APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS, AND McCOOK PUBLIC LIBRARY DISTRICT TO ALLOW FOR ACCESS TO LIBRARY SERVICES BY THE RESIDENTS OF THE VILLAGE OF INDIAN HEAD PARK**

PASSED AND APPROVED BY  
THE PRESIDENT AND BOARD OF TRUSTEES  
THE 11th day of February 2016

**ORDINANCE NO. 2016-03**

**AN ORDINANCE TO APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS, AND McCOOK PUBLIC LIBRARY DISTRICT TO ALLOW FOR ACCESS TO LIBRARY SERVICES BY THE RESIDENTS OF THE VILLAGE OF INDIAN HEAD PARK**

**WHEREAS**, in ordinance the opinion of a majority of the corporate authorities of the Village of Indian Head Park, Illinois (hereinafter referred to as the “Village”), it is advisable, necessary and in the public interest that the Village enter into an agreement for the provision of library services to residents of the Village;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Trustees of the Village of Indian Head Park, Cook County, Illinois, as follows:

- Section 1:** The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.
- Section 2:** It is hereby determined that it is advisable, necessary and in the public interest that the Village enter into an Agreement with the McCook Public Library District, a municipal corporation.
- Section 3:** The Village President be and is hereby authorized and directed to execute and the Village Clerk be and is hereby authorized to attest on behalf of the Village the Agreement with the Public Library District of McCook a copy of which is attached hereto marked as Exhibit “A.”

**[The remainder of this page is left blank intentionally.]**

**Section 4:** This ordinance shall be in full force and effect upon its passage and approval in accordance with law.

**ADOPTED** this 11th day of February 2016, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTION:** \_\_\_\_\_

**APPROVED** by me this 11th day of February 2016.

\_\_\_\_\_  
Tom Hinshaw, President of the  
Village of Indian Head Park, Cook County, Illinois

ATTESTED and filed in my office,  
this 11th day of February 2016.

\_\_\_\_\_  
Laurie Scheer, Clerk of the  
Village of Indian Head Park, Cook County, Illinois

**Exhibit "A"**

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE  
MCCOOK PUBLIC LIBRARY DISTRICT AND THE VILLAGE OF INDIAN HEAD**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the McCook Public Library District ("Library District") and the Village of Indian Head Park ("Village").

**WITNESSETH**

WHEREAS, the Library District is an Illinois unit of local government duly authorized and existing under the laws of the State of Illinois, including the provisions of the Public Library District Act of 1991, 75 ILCS 16/1-1, *et seq.*; and

WHEREAS, the Village is a municipal corporation duly authorized and existing under the laws of the State of Illinois, including the provisions of the Illinois Municipal Code, 65 ILCS 5/1-1-1, *et seq.*; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 provides for intergovernmental cooperation; and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, further authorizes intergovernmental cooperation; and

WHEREAS, the provisions of Section 30-55.40 of the Public Library District Act of 1991, 75 ILCS 16/30-55.40, authorize a public library district to contract with a public entity for the purpose of providing library services for non-residents of the public library district; and

WHEREAS, it is in the best interest of the residents of the Library District and the Village (collectively "Parties") to enter into an intergovernmental agreement allowing the residents of the Village to obtain a non-resident library card from the Library District on the terms and conditions provided for in this Agreement; and

WHEREAS, the Library District recognizes the principle of the equity of costs of services to non-residents in entering into this Agreement.

NOW THEREFORE, in consideration of the mutual promises that Library District and the Village have made to each other, and other good and valuable consideration, the Parties hereby agree as follows:

1. **Recitals.** The above recitals are hereby incorporated as though fully set forth herein.
2. **Term.** This Agreement shall be for term commencing on April 1, 2016 and terminating on February 28, 2018, unless sooner terminated as provided for herein.

3. **Library Services.** The residents of the Village are allowed to obtain a non-resident library card from the Library District for the yearly fee of \$100.00. The non-resident library card yearly fee for college and high school students is \$50.00.

4. **Damages.** Except as provided for in Paragraph 4, neither the Library District nor the Village shall be liable to each other for any special, incidental or consequential damages, whether based on contract, tort, negligence, strict liability, or otherwise, arising from or relating to this Agreement or a breach of this Agreement.

5. **Termination.** This Agreement may be terminated by either party upon 60 days written notice of the effective date of said termination from the terminating party. Notwithstanding the termination of this Agreement, the Library District shall be obligated to honor any previously issued non-resident library card.

6. **Notices.** All notices or communications provided for herein shall be in writing and shall be delivered to the other party either in person, by a reputable overnight carrier or by United States certified mail return receipt requested. Notice shall be served as follows:

McCook Public Library District	Village of Indian Head Park
Elisa F. Topper, Library Director	John J. DuRocher, Village Administrator
8419 West 50 <sup>th</sup> Street	201 Acacia Drive
McCook, IL 60525	Indian Head Park, IL 60525

7. **Severability.** Should any part, term or provisions of this Agreement be determined by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining portions or provisions shall not be affected thereby.

8. **Section and Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

9. **Choice of Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

10. **Construction.** This Agreement is the end result of the combined effort of the Library District and the Village and has been jointly negotiated, drafted and reviewed by each party and its respective attorneys. No one party shall be deemed to have drafted this Agreement and no ambiguity in this Agreement shall be interpreted or construed against any party.

11. **Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be executed by the Library District and the Village and all of which shall be regarded for all purposes as one original and shall constitute and be but one and the same.

IN WITNESS WHEREOF, the Parties listed below have set their hands and seals the day and year above written.

McCOOK PUBLIC LIBRARY DISTRICT

VILLAGE OF INDIAN HEAD PARK

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Carolyn Paeth, President

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Tom Hinshaw, Mayor

**ORDINANCE 2016-04**

AN ORDINANCE PROVIDING FOR ACCEPTANCE OF AN AGREEMENT  
AUTHORIZING THE APPROVAL OF AN INTERGOVERNMENTAL  
MUTUAL AID AGREEMENT THROUGH THE ILLINOIS LAW  
ENFORCEMENT ALARM SYSTEM BY THE VILLAGE OF INDIAN HEAD  
PARK, COOK COUNTY, ILLINOIS

PASSED AND APPROVED BY  
THE PRESIDENT AND BOARD OF TRUSTEES  
THE 11<sup>TH</sup> DAY OF FEBRUARY 2016

ORDINANCE NO. 2016-04

AN ORDINANCE PROVIDING FOR ACCEPTANCE OF AN AGREEMENT  
AUTHORIZING THE APPROVAL OF AN INTERGOVERNMENTAL MUTUAL AID  
AGREEMENT THROUGH THE ILLINOIS LAW ENFORCEMENT ALARM SYSTEM BY  
THE VILLAGE OF INDIAN HEAD PARK, COOK COUNTY, ILLINOIS

WHEREAS, It has been determined that entering into a mutual aid agreement for the provision of police services during emergencies and other situations within the area of Northern Illinois is of great benefit to the Village of Indian Head Park.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Trustees of the Village of Indian Head Park, Cook County, Illinois, as follows:

- Section 1:** The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.
- Section 2:** The Northern Illinois Police Alarm System Agreement, attached hereto as Exhibit "A", allows for such agreement to be entered into.
- Section 3:** The Village President and Interim Chief of Police are hereby authorized and directed to execute said agreement, and the Village Clerk is hereby authorized and directed to attest to the execution of said agreement.
- Section 4:** This ordinance shall be in full force and effect upon its passage and approval in accordance with law.

**ADOPTED** this 11th day of February 2016, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTION:** \_\_\_\_\_

**APPROVED** by me this 11th day of February 2016.

\_\_\_\_\_  
Tom Hinshaw, President of the  
Village of Indian Head Park, Cook County, Illinois

ATTESTED and filed in my office,  
this 11th day of February 2016.

\_\_\_\_\_  
Laurie Scheer, Clerk of the  
Village of Indian Head Park, Cook County, Illinois

## Exhibit "A"

### ILLINOIS LAW ENFORCEMENT ALARM SYSTEM MUTUAL AID AGREEMENT

The undersigned law enforcement agencies agree pursuant to the Constitution of the State of Illinois (HI. Const. Art. VII, sec. 10), the Illinois Intergovernmental Cooperation Act (5ILCS 220/1 et seq.), the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/7-101 et seq.) and the Illinois Municipal Code (65 ILCS 5/11-1-2.1), as follows:

#### **Section 1 Purpose of Agreement**

This Agreement is made in recognition of the fact that natural or man-made occurrences may result in emergencies that exceed the resources, equipment and/or law enforcement personnel of a law enforcement agency. Each law enforcement agency who signs a copy of this Agreement has and does express its intent to aid and assist the other participating law enforcement agencies during an emergency by assigning some of their resources, equipment and/or law enforcement personnel to the affected law enforcement agency as circumstances permit and in accordance with the terms of this Agreement. The specific intent of this Agreement is to safeguard the lives, persons and property of citizens during an emergency by enabling other law enforcement agencies to provide additional resources, equipment and/or law enforcement personnel as needed.

#### **Section 2 Definitions**

For the purpose of this Agreement, the following terms are defined as follows:

*Aiding law enforcement agency.* A participating law enforcement agency that provides resources, equipment and/or law enforcement personnel to a stricken law enforcement agency during an emergency.

*Disaster:* An occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from any natural or technological cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, extended periods of severe and inclement weather, drought infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, or acts of domestic terrorism.

*Emergency.* A natural or man-made situation that threatens or causes loss of life and property and exceeds the physical and organizational capabilities of a unit of local, state or federal government.

*Law enforcement personnel.* An employee of a participating law enforcement agency who is a peace officer (as defined by state law and the Illinois Law Enforcement Training and Standards

Board or federal law) and by virtue of his office or public employment, is vested by the state or federal law with the primary duty of maintaining public order and making arrests for violations of state or federal law.

*Mutual aid.* A definite and prearranged written agreement and plan whereby regular response and assistance is provided in the event of a natural or man-made emergency.

*Participating law enforcement agencies:* A law enforcement agency that commits itself to this mutual aid agreement by having an authorized representative sign this Agreement.

*State:* The term *state* refers exclusively to the State of Illinois.

*Stricken law enforcement agency.* A participating law enforcement agency who has primary jurisdiction over the site of the emergency but due to insufficient resources, equipment and/or law enforcement personnel is unable to provide an adequate response to an emergency without the assistance of others.

### **Section 3 Agreement to Effectuate the Mutual Aid Plan**

Each undersigned party agrees that in the event of an emergency, they will respond to requests for assistance by a stricken law enforcement agency with such law enforcement personnel, equipment, facilities, or services as is, in the opinion of the aiding law enforcement agency, available. Provided, however, that each party reserves the right to refuse to render assistance or to recall any or all rendered assistance, whenever it believes that such refusal or recall is necessary to ensure adequate protection of its own jurisdiction or personnel.

It is expected that requests for mutual aid under this Agreement will be initiated only when the needs of the stricken agency exceed its resources. Aiding agencies will be released and returned to their own jurisdictions as soon as the situation is restored to the point where the stricken agency is able to satisfactorily handle the situation with its own resources or when an aiding agency decides to recall its assistance.

Whenever an emergency is of such magnitude and consequence that it is deemed advisable by the senior officer present, of the stricken law enforcement agency, to request assistance from an aiding law enforcement agency, he is hereby authorized to do so, under the terms of this mutual aid agreement. The senior officer present of the aiding law enforcement agency is authorized to and shall forthwith take the following actions:

- Immediately determine what type of assistance is being requested.
- Immediately determine if the requested resources, equipment and/or law enforcement personnel can be committed to the stricken law enforcement agency.
- Immediately dispatch the resources, equipment and/or law enforcement personnel that are available to the stricken law enforcement agency.

At the emergency site, the most senior officer of the stricken law enforcement agency who is present shall assume full responsibility and command for operations at the scene. Law enforcement personnel from the aiding agencies shall report to and shall work under the direction and supervision of the stricken agency. Provided, however, that at all times, the personnel of the aiding agencies shall remain employees of their own agency and shall adhere to the policies and procedures of their own employer. While working under the direction of the aiding agency, law enforcement personnel shall only be required to respond to lawful orders.

All services performed under this Agreement shall be rendered without reimbursement, regardless of the possibility of reimbursement from the requesting agency or other sources. Each participating law enforcement agency shall assume sole responsibility for indemnifying their own employees, as provided by state or federal law and/or local ordinance, and for providing personnel benefits, including benefits that arise due to injury or death, to their own employees as required by state or federal law. Each participating agency shall also be responsible, regardless of fault, for repairing or replacing any damage to their own vehicles or equipment that occurs while providing assistance under this Agreement

The participating agencies agree that this Agreement shall not give rise to any liability or responsibility for the failure to respond to any request for assistance made pursuant to this Agreement. This Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action whatsoever hereunder for any cause whatsoever.

The participating agencies further agree that each agency will be responsible for defending their own respective entity in any action or dispute that arises in connection with or as the result of this Agreement and that each agency will be responsible for bearing their own costs, damages, losses, expenses, and attorney fees.

The chief law enforcement officers of the participating agencies will maintain a governing board and establish an operational plan for giving and receiving aid under this Agreement. Said plan will be reviewed, updated and tested at regular intervals.

#### **Section 4**

##### **Adoption**

This mutual aid agreement shall be in full force and in effect when approved and executed by a representative of a participating law enforcement agency who has the legal authority to sign and enter into this Agreement on behalf of his law enforcement agency.

#### **Section 5**

##### **Termination**

Any participating law enforcement agency may withdraw from this Agreement upon giving ninety (90) days written notice addressed to each of the other participating agencies.

Section 6 Signatory Page

**This signatory certifies that this mutual aid agreement, for the Illinois Law Enforcement Alarm System (TLEAS), has been adopted and approved by ordinance, resolution, memorandum of understanding or other manner approved by law, a copy of which document is attached hereto.**

**ORDINANCE NO. 2016-05**

AN ORDINANCE ACCEPTING THE BID, AWARDING A CONTRACT AND  
AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD FOR WATER METER  
REPLACEMENT PROGRAM FOR THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS  
PASSED AND APPROVED BY THE PRESIDENT AND BOARD OF TRUSTEES THE 11<sup>TH</sup>  
DAY OF FEBRUARY 2016

Published in pamphlet form by  
authority of the Corporate Authorities  
of Indian Head Park, Illinois, the 11<sup>th</sup>  
day of February 2016.

## **ORDINANCE NO. 2016-05**

### **AN ORDINANCE ACCEPTING THE BID, AWARDING A CONTRACT AND AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD FOR WATER METER REPLACEMENT PROGRAM FOR THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS**

WHEREAS, the Village of Indian Head Park solicited through the public bidding process bids for the installation and replacement of water meters in the area served by the water system of the Village of Indian Head Park and in the opinion of the majority of the corporate authorities of the Village of Indian Head Park (hereinafter the “Village”) it is advisable, necessary and in the public interest for the Village to award such bid to the bidder submitting the lowest cost bid that met all of the terms of the bid specification; and

WHEREAS, the corporate authorities of the Village have determined that Mid-West Meter has in fact submitted the lowest cost responsible bid meeting the specification of the bid document issued by the Village.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Indian Head Park, Cook County, Illinois, as follows:

Section 1: The corporate authorities hereby incorporate the foregoing preamble clauses into this Ordinance.

Section 2: The corporate authorities hereby determine that it is in the best interest of the Village to and do hereby accept the Bid submitted by Mid-West Meter

Section 3: The Village does hereby determine that it is in the best interests of the Village to award a contract for the Project and does hereby direct that a Notice of Award be issued to Midwest Meter, Inc. for the Project at the prices set forth in its Proposal subject to the furnishing of the proper bonds and insurance.

Section 4: The Village President is hereby authorized to execute and the Village Clerk to attest and seal a Notice of Award substantially in the form attached hereto marked as Exhibit “A” and made a part hereof. Further, the Notice of Award shall be issued to Mid-West Meter, Inc. for the Project. The Notice of Award shall be accompanied by a sufficient number of contracts with all other necessary written contract documents attached for execution.

Section 5: The general prevailing rate of wages in Cook County, Illinois, for each craft or type of worker or mechanic needed to execute the contract or perform the work, also the general prevailing rate for legal holiday and overtime work, as ascertained by the Illinois Department of Labor shall be paid for each craft or type of worker needed to execute the contract or to perform such work.

Section 6: Provided further that Mid-West Meter, Inc. returns to the Village within ten (10) days of the receipt of the Notice of Award the executed contract with all other necessary written contract documents attached, properly executed by it, along with the proper contract bonds, then the Village President is authorized to execute and the Village Clerk to attest the contract with such terms therein, consistent with this resolution as may be approved by the officials executing the same, their execution thereof shall constitute conclusive evidence of their approval of the same, subject to review and approval of such contract by the Village President and the Village Attorney.

Section 7: This ordinance shall take effect upon its passage and approval in pamphlet

form.

ADOPTED this 11<sup>th</sup> day of February 2016, pursuant to a roll call vote as follows:

APPROVED by me this 11<sup>th</sup> day of February 2016.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Tom Hinshaw, President of the  
Village of Indian Head Park, Cook County, Illinois

\_\_\_\_\_  
ATTESTED and filed in my  
office, this 12<sup>th</sup> day of February  
2016.

Laurie Scheer, Clerk of the Village of  
Indian Head Park, Cook County,  
Illinois

EXHIBIT "A"

VILLAGE OF INDIAN HEAD PARK, ILLINOIS NOTICE OF AWARD

TO:Mid-West Meter

PROJECT DESCRIPTION: Village of Indian Head Park, Illinois, Water Meter Replacement Program

The Village of Indian Head Park has considered the Bid submitted by you for the above-described work in response to its Notice of Bidders.

YOU ARE HEREBY NOTIFIED that your bid has been accepted for items in the amount of submitted in your Bid payable on a unit cost basis, subject to the furnishing of the proper bonds and insurance.

You are required to execute the Contract and furnish the required contract bonds and insurance within ten (10) calendar days from the date of the receipt of this Notice.

If you fail to execute said Contract and to furnish said bonds and insurance within ten (10) days from the issuance of this Notice, the Village will be entitled to consider all your rights arising out of the Village's acceptance of your bid as abandoned and as a forfeiture of your bid security. The Village will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the Village of Indian Head Park. Dated this 11<sup>th</sup> day of February 2016.

Village of Indian Head Park, Illinois,

By:

Tom Hinshaw, President of the  
Village of Indian Head Park, Cook County,  
Illinois

ATTESTED and  
filed in my  
office, this 11<sup>th</sup>  
day of February  
2016.

Laurie Scheer, Clerk of  
the Village of Indian  
Head Park, Cook  
County, Illinois

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged by this 11<sup>th</sup> day of February, 2016

By: Mid-West Meter Representative

<b>SCHEDULE OF PRICES for Orion ME Drive-By</b>		<b>DRIVE BY</b>	
<b>ITEM</b>	<b>ESTIMATE D QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL COST</b>
<b>WATER METERS</b>		<b>UNIT</b>	
Supply and install 5/8" Water Meter including Meter Interface Unit (This line item includes both 5/8" x 1/2" and 5/8" x3/4" water meters as determined by the owner. Cost for either meter will be the same.)	(EACH)	\$ 275	\$ 275
Supply and install 1" Water Meter including Meter Interface Unit	(EACH)	\$ 400	\$ 400
Supply and install 1 1/2" Water Meter including Meter Interface Unit (Residential Meter)	(EACH)	\$ 600	\$ 600
Supply and install 2" Water Meter including Meter Interface Unit (Residential Meter)	(EACH)	\$ 900	\$ 900
Supply and install 3" Water Meter including Meter Interface Unit	(EACH)	\$ 2,800	\$ 2,800
Supply and install 4" Water Meter including Meter Interface Unit	(EACH)	\$ 3,700	\$ 3,700
Supply and install 6" Water Meter including Meter Interface Unit	(EACH)	\$ 5,300	\$ 5,300
<b>SUBTOTAL WATER METERS</b>			\$ 13,975
<b>AUTOMATIC METER READ INFRASTRUCTURE (AMI)</b>		<b>UNIT</b>	
Supply, install, configure and test collector, collector antenna, mounting hardware, computer equipment, software and all other items necessary for the complete installation of a fixed based network automatic water meter reading infrastructure system per the technical specifications.	1 (LUMPSUM)	N/A	N/A
Hand held device to communicate with individual MIU	1 (EACH)	\$ 8,200	\$ 8,200
<b>SUBTOTAL AUTOMATIC METER READ INFRASTRUCTURE (AMI)</b>			\$ 8,200
<b>TOTAL (BASE PACKAGE)</b>			\$ 22,175

270,000

<b>SCHEDULE OF PRICES</b>			
<b>ITEM</b>	<b>ESTIMATED QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL COST</b>
<b>ADDITIONAL UNIT PRICE ITEMS</b>			
	<b>UNIT</b>		
Supply and install 3/4" Water Meter including Meter Interface Unit	1 (EACH)	\$ 275	\$ 275
Installation of 1/2" ball valve before meter with flared fittings	1 (EACH)	\$ 95	\$ 95
Installation of 3/4" ball valve before meter with flared fittings	1 (EACH)	\$ 130	\$ 130
Installation of 1" ball valve before meter with flared fittings	1 (EACH)	\$ 165	\$ 165
Additional cost to install 3/4", 1", or 1 1/2" meter in pit location	1 (EACH)	\$ 250	\$ 250
Replace/Retrofit existing MIU with new MIU for existing meters that are not being replaced (MIU only)	1 (EACH)	\$ 270	\$ 270
Replace/Retrofit existing MIU with new MIU for existing meters that are not being replaced (MIU and new wiring)	1 (EACH)	\$ 350	\$ 350
Installation of grounding wiring and grounding straps (per Illinois Electrical Code)	1 (EACH)	\$ 18	\$ 18
Annual Maintenance Service Contract for Equipment and Software (5 year guarantee price)	1 (EACH YEAR)	See Below	See Below
<b>ADDITIONAL MANUFACTURER SUBMITTED ITEMS (LIST BELOW)</b>			
Subtract \$7 per meter for Plastic Body M25 Meter		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

<b>SCHEDULE OF PRICES -</b>			
<b>ITEM</b>	<b>ADD</b>	<b>DEDUCT</b>	<b>TOTAL COST</b>
<b>ALTERNATE ITEMS / OTHER OPTIONAL ITEMS</b>	<b>CIRCLE ONE</b>		
Remote "CLOUD BASED" Data Management System ( Includes 1 <sup>st</sup> year reads)	<b>ADD</b>	<b>DEDUCT</b>	\$10,900
Annual Maintenance Service Contract for Equipment and Software (5 year guarantee price) - "CLOUD BASED" Begins in year 2	<b>ADD</b>	<b>DEDUCT</b>	\$ 2,540
Supply and install 1/2" Water Meter including Meter Interface Unit (Compound Meter)	<b>ADD</b>	<b>D E D U C T</b>	\$See above
<b>ADDITIONAL MANUFACTURER SUBMITTED ITEMS (LIST BELOW)</b>			
	<b>ADD</b>	<b>DEDUCT</b>	\$

**THIS BID IS BEING SUBMITTED BY THE FOLLOWING:**

<b>Name of Company</b>	Calumet City Plumbing & Heating Co., Inc.
<b>Address 1</b>	281 River Oaks Drive
<b>Address 2</b>	P.O. Box 150
<b>City, State, Zip Code</b>	Calumet City, Illinois 60409
<b>Contact Person</b>	Michael Giglio
<b>Contact Person Phone</b>	(708) 868-0074
<b>Contact Person Email</b>	mg@ccp1967.com
<b>Date of Submittal</b>	01/29/16
<b>Signature</b>	

## **Motion index**

Made by a Trustee

Consent Agenda Two Motions Needed ANY TRUSTEE

1. I make a motion to accept the consent agenda as printed.

This should be seconded.

A voice vote is in order.

2. I make a motion to approve the consent agenda.

This should be seconded.

A roll call vote is needed as we are spending money.

New Business

1. Appointment of Residents to Finance Committee

Mayor Hinshaw

“I nominate Treasurer Garcia, Charlie Eck, John Corcoran, and Shirley Yang to be members of the finance committee for a one year term commencing 2/12/16.

Trustee Metz

I make a motion to accept the Mayor’s recommendation as to appointing members to the Finance Committee for a one year term commencing 2/12/16.

This should be seconded.

A roll call vote should be taken.

2. Inter-governmental Services Agreement-Ordinance 2016-03

Trustee O’Laughlin

I make a motion to accept Ordinance 2016-03 **AN ORDINANCE TO APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS, AND McCOOK PUBLIC LIBRARY DISTRICT TO**

**ALLOW FOR ACCESS TO LIBRARY SERVICES BY THE  
RESIDENTS OF THE VILLAGE OF INDIAN HEAD PARK**

**This motion should be seconded.**

**A roll call vote is required**

3. Mutual Aid Agreement Ordinance 2016-04

Trustee Wittenberg

I make a motion to approve ordinance 2016-04

AN ORDINANCE PROVIDING FOR ACCEPTANCE OF AN  
AGREEMENT AUTHORIZING THE APPROVAL OF AN  
INTERGOVERNMENTAL MUTUAL AID AGREEMENT THROUGH  
THE ILLINOIS LAW ENFORCEMENT ALARM SYSTEM BY THE  
VILLAGE OF INDIAN HEAD PARK, COOK COUNTY, ILLINOIS

This should be seconded.

A roll call vote is required.

4. Award of Bid-Trustee Mann

I make a motion to approve ordinance 2016-05

AN ORDINANCE ACCEPTING THE BID, AWARDING A CONTRACT  
AND AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD FOR  
WATER METER REPLACEMENT PROGRAM FOR THE VILLAGE OF  
INDIAN HEAD PARK, ILLINOIS

This should be seconded.

A roll call vote is required.

5. Comprehensive Plan Table to march 10, 2016

I make a motion to table the Comprehensive Plan until the March 10, 2016  
Board meeting.

This motion should be seconded.

A voice vote is recommended.

6. Executive session

A motion is needed. Any Trustee.

I make a MOTION TO CLOSE OPEN SESSION AND ENTER INTO CLOSED SESSION PURSUANT TO ILLINOIS STATUTES TO DISCUSS THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE PERFORMANCE OR DISMISSAL OF EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL OF THE PUBLIC BODY SPECIFICALLY ILCS 120 SECTION 2(c)(1)

A second is needed.

A voice vote is required