

**Village of Indian Head Park  
201 Acacia Drive  
Indian Head Park, IL 60525**

**MEETING MINUTES  
BOARD OF TRUSTEES**

*“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of votes taken.”*

**Thursday, February 13, 2014**

7:30 p.m.

**CALL TO ORDER – MAYOR RICHARD S. ANDREWS**

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, February 13, 2014 at the Municipal Facility, 201 Acacia Drive, and was convened at 7:30 p.m. by Mayor Richard S. Andrews. Village Clerk Joseph Consolo called the roll as follows:

**ROLL CALL: JOSEPH CONSOLO, VILLAGE CLERK**

**PRESENT (AND CONSTITUTING A QUORUM):**

Mayor Richard Andrews  
Trustee Brian T. Bailey  
Trustee Tom Hinshaw  
Trustee Brenda O’Laughlin  
Trustee Norman L. Schnauffer  
Trustee Matt Walsh  
Trustee Amy Jo Wittenberg

**ALSO PRESENT:**

Frank Alonzo, Chief of Police/Administration  
Steve Busa, Treasurer  
Joseph V. Consolo, Village Clerk  
Richard Ramello, Counsel, Storino, Ramello & Durkin  
Edward Santen, Water/Public Works Superintendent  
Dave Vandervelde, Christopher Burke Engineering

For the record, Mayor Andrews noted Board meetings are being videotaped by the Village as well as video or audio recordings by others.

## **PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Andrews and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *“I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands, one nation under God indivisible with liberty and justice for all”*.

## **MAYOR’S REPORT – RICHARD ANDREWS**

Mayor Andrews and the Village Board paused for a moment of silence in memory of Barbara Bailey who passed away. She was the mother of Trustee Brian Bailey.

Mayor Andrews stated he tried everything including a pay raise for Police Chief Alonzo so he could stay on as Chief of Police. However, Frank has expressed his intention to retire effective February 14<sup>th</sup> so he could spend more time with his family. Mayor Andrews stated Chief Alonzo will be deeply missed, all of Frank’s efforts and service to the Village has been appreciated in every facet from the Administration side to the Police Department. He noted Frank is a unique person that could juggle both jobs on a part-time basis and at the same time do a great job over the years. Chief Alonzo stated he will miss everyone but will stop in the offices from time to time.

Mayor Andrews presented Chief Alonzo with a desk clock to remind him every day of his time with the Village inscribed as follows: *“To Frank Alonzo in appreciation for your professionalism, service as Police Chief/Village Administrator 2006 to 2014. With our best wishes, your time is now all yours. From Mayor Rich Andrews and residents of Indian Head Park”*. Mayor Andrews stated the Board has unanimously decided to send Frank off into retirement with a bonus check for \$1,000, which will be included in the final paycheck. Frank Alonzo thanked the Board. Mayor Andrews issued a proclamation and read it in entirety into the record: *“A Proclamation to honor the service of Police Chief/Administrator Frank Alonzo upon his retirement. Whereas, Frank Alonzo has served as Village Administrator for the Village of Indian Head Park since February 2006 and whereas Frank Alonzo has also served as Police Chief for Indian Head Park since September, 2007. Whereas, Frank Alonzo is retiring from these positions on February 14, 2014 and whereas, Frank Alonzo has demonstrated on a daily basis his professionalism, integrity and loyalty in community matters of the Village of Indian Head Park and whereas, Frank Alonzo’s keen interest and devotion to duty has had a valuable effect on the efficiency and moral of Village employees. Whereas, Frank Alonzo’s wisdom, experience and service to the community has earned him the respect and admiration of residents throughout the Village of Indian Head Park and whereas, he will be missed both professionally and as a friend and we extend our very best wishes to him for a long and prosperous retirement. Therefore, I Richard S. Andrews, Mayor of the Village of Indian Head Park in recognition that Frank Alonzo has had a positive impact upon our community and on behalf of our residents, I, hereby proclaim Friday, February 14, 2014 as Frank Alonzo day in Indian Head Park”*. Frank Alonzo stated he enjoyed working for the Village of Indian Head Park and with the Village Board and residents.

Tom Reynolds, Chairman of the Police/Fire Commission, stated he as well as Commissioner Tom Anselmo are present to recognize Frank Alonzo for his contribution as Chief of Police. He noted Frank Alonzo wore two hats for many years and deserves special recognition in his role as Chief of Police for Indian Head Park. Chairman Reynolds and Commissioner Anselmo presented a plaque to Frank Alonzo on behalf of the Police and Fire Commission for his years of service as Police Chief as follows: *“To Frank Alonzo in recognition for your dedication, integrity, leadership and service to the Village of Indian Head Park as Chief of Police from 2006 to 2014 presented by the Indian Head Park Police Commissioners”*. He noted Frank Alonzo was a career police officer having served the Village of Hillside for 32 years before coming to Indian Head Park. He added Frank served as a patrol officer, police detective, patrol sergeant, commander of detectives, deputy chief, chief of police and he had a distinguished career in Hillside. Chairman Reynolds stated he also had a career in law enforcement and spent 30 years on the Chicago Police Department and this opportunity had given him unique insight into what he believes it takes to lead a police department. He further stated there are two ways to lead, one is by command and the other is by example as stated by an infamous Lieutenant General of the United States Marine Corp. who once said you could train a chimpanzee to lead by command but it takes a unique individual with talent to lead by example. Frank Alonzo led the Indian Head Park Police Department by example, during his tenure with the Police Department the officers had respect and admiration for Frank. Respect is never given it is earned by placing yourself with your men in situations without hesitation. Chairman Reynolds stated police officers have a simple way of measuring what it takes to be an outstanding police officer and it is as simple as would you go through a door with someone to place yourself in a situation at the height of risk in a mission. Frank has always had the faith, trust, confidence and respect of all the men who he served. Throughout his time as Chief of Police, he was never self promoting and he always spoke of the accomplishments of the department and never of himself and he often said officers worked with him not for him. Chairman Reynolds stated Frank was always held in the highest regard of the members of the department. He was a capable and humble boss who understood what it takes to be a law enforcement professional.

Police Commissioner Tom Anselmo stated it was hard for Frank when he came on board to fill the vacancy of the one of the best Indian Head Park Police Chief's Patrick Crowley, who passed away. He stated Frank served with dignity, he was always responsive to the needs of the community and we cannot say enough about Frank's contributions to the Village.

Mayor Andrews stated he received a communication from a resident of Indian Ridge who called to compliment the Public Works Department on a fine job in maintaining the Village streets during some extreme winter weather conditions.

## **CONSENT AGENDA**

Reappointment of Thomas Reynolds as Chairman of the Fire/Police Commission for the term ending January 14, 2017.

Reappointment of Bob Tantillo to the Planning/Zoning Commission for the term ending January 14, 2015

Trustee Bailey moved, seconded by Trustee Hinshaw, to approve the Consent Agenda, as presented. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees Bailey, Hinshaw, O'Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

## **APPROVAL OF FINANCIAL REPORT**

### ***Financial Report for the Month ending December 31, 2013***

Treasurer Steve Busa presented the financial report for the month ending December 31, 2013. For the month of December, he noted: total revenues were \$119,895.88; expenditures were \$197,617.20 and fund balances in all accounts at the end of December were \$1,382,333.56. Treasurer Busa noted the first installment of real estate tax bills for 2013 have gone out and the Village will soon be collecting its share of the property taxes. He further noted the first installment is based on the prior year's 55%, the due date is March 4, 2014 and revenues should start coming in during the month of March and reflected in the April or May statements.

Trustee Hinshaw stated the financial report presented is through December 31, 2013. He asked how much work would it take to get the financial report through the end of January, 2014. Treasurer Busa stated Dave Brink is currently working on the January financial statement and he is in the process of finalizing the report, it is very difficult to do it when a meeting is on the 8<sup>th</sup>, 9<sup>th</sup> or 10<sup>th</sup> of the month and it is easier when it is the 11<sup>th</sup>, 12<sup>th</sup> or 13<sup>th</sup> of the month. Treasurer Busa stated he spoke with Dave Brink and when the report is done he can review it. Trustee Hinshaw asked what the constraint is to not have a report ready from the last month. Treasurer Busa stated Dave is working on several items, with the new banking we are sometimes waiting for statements to reconcile numerous bank accounts to put the statement in a format that is ready for presentation to the Board. Trustee Hinshaw stated at the last meeting there was a discussion that details would be provided for legal services and engineering expenses and it was not included in the packets. Frank Alonzo stated he did not have a chance to follow-up with the Village Engineer regarding a breakdown of engineering expenses.

Dave Vandervelde, from Christopher Burke Engineering, stated he would provide a monthly statement of engineering expenses. Frank said we can count on that for each month. Mayor Andrews stated legal services details were not received in time to include with the packets. Trustee Hinshaw asked if legal expenses would be provided next month or if we will be a month behind in receiving that information. Counsel Ramello stated it depends when the bills go out from his office since there is a change in the formatting with a computer programming change to print details. Trustee Hinshaw asked how the Village is doing on the road salt budget. Frank Alonzo stated due to the extreme weather conditions, the overtime budget is over budget as well as road salt. He noted the 200 tons of road salt we had ordered. Only 80 tons were received and the state put a stop on the Village receiving the rest. The money will be credited back. However, the current cost for road salt is \$170.00 per ton. (the original contract for road salt was \$53.00 per ton and another 200 tons were ordered at \$75.00 per ton but the state would not release it even though the Village paid up front for it). Frank Alonzo stated if there is one more ice event we may use the rest of the salt supply.

Trustee O’Laughlin asked if salt could be mixed with sand. Frank Alonzo stated a good place to store sand would be needed so it does not get hard and a spreader is needed to mix it. He added the sand may cause a problem with storms sewers becoming clogged.

Mayor Andrews stated possibly the Finance Committee could look into salt to be ordered from the state program. Superintendent Santen stated the Village purchased 100% of salt plus 20% extra from the State of Illinois program. Frank Alonzo stated sometimes the exact cost for salt is not known until the state goes out for bid. Trustee Wittenberg asked if a monthly statement could also be included with the legal services retainer information for professional services as well as engineering expenses. Trustee Wittenberg asked if those documents could be sent in a PDF format with the Board packets all in one report. She requested those documents to be provided with the January financial statement prior to the next meeting. Frank stated it should come with the bills.

Trustee Schnauffer moved, seconded by Trustee Walsh, to approve the financial report for the month ending December 31, 2013, as presented by Treasurer Busa. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O’Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

## **APPROVAL OF BOARD MEETING MINUTES**

### ***Minutes of the Regular Board Meeting – January 9, 2014***

Mayor Andrews requested the following changes to the minutes: page 4, line 7 to incorporate the following after “Rich Ramello responded: insert *“a redacted copy, Trustee Hinshaw responded,”* and the rest of the sentence remains the same. Line 10, that starts Trustee Wittenberg stated, after the words legal services retainer it should read *“we are paying \$6,000 for a retainer per month”*. Last line in the same paragraph, should read *“the legal services retainer would be billed at \$6,000 per month”*.

After review of the regular meeting minutes, Trustee Schnauffer moved, seconded by Trustee Wittenberg, to approve the January 9, 2014 Board meeting minutes, as amended. Carried by unanimous voice vote (6/0/0).

## **AGENDA ITEMS (DISCUSSION AND A POSSIBLE VOTE MAY TAKE PLACE)**

### **1. *Water Rate Increase Ordinance (Ordinance #2014-1)***

Mayor Andrews stated the City of Countryside is passing along a pass through charge to the Village of Indian Head Park that was passed along from the City of Chicago and McCook adding 4 cents per 1,000 gallons for a total of an additional 48 cents per 1,000 gallons of water.

He noted that would raise the water rate for a single family homeowner from \$8.98 per 1,000 gallons of water to \$9.46 per 1,000 gallons and we bill quarterly. Mayor Andrews stated the proposed ordinance does not include any additional charges other than the pass through charges and he is not recommending at this time to add any additional charges. Trustee Hinshaw stated on page 2 of the red-lined version of the ordinance, the first two lines “occupied single family residences” are deleted and the same under “occupied multiple family residences”. He asked why those lines are deleted. Counsel Ramello stated the same sentence is below the deleted sentences on the redlined version and the redline program picked it up as a change to the section. Trustee Hinshaw stated at the last meeting there was a discussion about the potential to increase the money we are passing through and the only reason for doing that was to pay for the projects we had in the capital improvement plan for projects planned. He noted \$1.1 million dollars of capital projects were listed for work that was needed over the next two years and he is not sure how the Village can pay for it. Trustee Hinshaw stated the only reason he would want to increase the 48 cents per 1,000 gallons of water is to try to pay for some infrastructure work that is needed and if we do not get it in the water increase how do we pay for it.

Mayor Andrews stated the problem that developed before he became Mayor and in light of the economy and all the other financial needs the Village has, he does not support increasing the water rate further until the Board has a chance to look into it and study the matter further. Mayor Andrews stated Trustee Hinshaw mentioned a capital plan and an infrastructure plan but most of those studies were accomplished last summer. He further stated we know what needs to be done and how much the projects will cost, we reached a point and determined a street bond referendum was needed to help fund a road program but that does not cure all the other Village finances. Mayor Andrews stated this is the third election in a row we are going to residents to ask them to pay more money, residents indicated twice they do not want to pay more money, now is not the proper time to put that burden on residents until we can determine how we are going to go about raising that money. About 85% of the Village receives water from Indian Head Park and the rest is on the LaGrange Highlands Sanitary District system. Mayor Andrews stated the water increase went into effect January 1, 2014 from Countryside. If the ordinance is approved with the pass through charges of 48 cents per 1,000 gallons of water, the Village will not be in any worse shape than it is now but if the ordinance is not passed 48 cents per 1,000 gallons of water will be lost until the Board decides what to do.

Trustee Hinshaw stated he did not suggest not passing the ordinance but suggests adding a cost to help pay for the cost of delivering the water and to help pay for the \$1.1 million capital projects over two years. Trustee Walsh stated the Board could always revisit the issue next month to have an additional fee put on because it is not a one time a year event. Mayor Andrews stated the Board can revisit it at any time. Mayor Andrews stated the water rate increases from the City of Chicago go back three or four years, the pass through rates have increased each year, rate increases affect everyone and part of the bigger plan is to determine how to pay for capital infrastructure projects.

Joan Metz, of Arrowhead Court, stated at the last meeting there was a mention of a report on rates increases. Mayor Andrews said that he recalled an ordinance would be prepared by counsel to increase the pass through charges for water from the City of Chicago.

Joan Metz, stated she recalled that Frank was asked to work with Dave Brink to work on figures for infrastructure projects and the only item addressed was how to raise money for streets. Mayor Andrews stated counsel pointed out the minutes of the last meeting reads *“Mayor Andrews stated he is requesting Counsel Ramello to prepare an ordinance to increase the water rate by 48 cents per 1,000 gallons of water and if the Board decides to amend the ordinance to add more to the increase it can be done at that time.”*

Trustee Wittenberg stated at the last meeting there was discussion that is in the minutes about the plan that was developed last summer that does not prioritize projects and a lot more thought needs to be given to the long and short term plans for the water department. She noted there are other ways to raise money in the water department through the water rate, a sewer rate increase or a storm water rate. Trustee Wittenberg stated the right short term plan needs to be developed with the help of Superintendent Santen and the Village Engineer to make a decision at that time and discuss it with residents to determine how to pay for it. She noted the Board is not in a position at this time to earmark funds for exacts projects, a plan is needed for water infrastructure projects and once that is determined the Board can discuss it in a more tactical way.

Trustee Bailey moved, seconded by Trustee Walsh, to approve Ordinance #2014-1, as presented. Carried by roll call vote (4/2/0).

*Ayes: Trustees: Bailey, Schnauffer, Walsh, Wittenberg*

*Nays: Trustees Hinshaw and O’Laughlin*

*Absent: None*

2. ***Approval of an Ordinance Amending Title 15, Building, of the Municipal Code to Adopt the 2014 National Electric Code, 2012 International Building Code, 2012 International Energy Conservation Code, 2012 International Fire Code, 2012 Property Maintenance Code, 2012 One and Two Family International Residential Code. (Ordinance 2014-2).***

Mayor Andrews stated an ordinance was distributed to the Board including a summary of the changes prepared by counsel based on some input from our plan review consulting firm as well as the Pleasantview Fire Protection District. He noted the changes have been incorporated in the codes to be adopted, an email was also received from the Pleasantview Fire Protection District indicating our changes mirror changes adopted by the Village of Burr Ridge. Mayor Andrews stated the new code has a provision that would require automatic fire sprinklers systems in new single family detached residential homes but that requirement will be deleted as a local amendment to the code.

Trustee Wittenberg moved, seconded by Trustee O’Laughlin, to approve Ordinance #2014-2, regarding building code updates and local amendments, as presented. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O’Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

**3. Elected Officials & Compensation Pay Ordinance (Ordinance #2014-3)**

Mayor Andrews stated the following ordinance is being presented for Board considered entitled:

*An ordinance amending Section 2.36.010 of the Municipal Code "Compensation of President", Section 2.36.020 entitled "Compensation of Trustees" and Section 2.36.030 entitled "Compensation of Village Clerk" of Chapter 2.36 entitled "Salaries of Village Officers and Employees" of Title 2 entitled "Administration and Personnel" and Section 5.08.080 entitled "Disposition of Fees" of Chapter 5.08 entitled "Alcoholic Liquor Sales" of Title 5 entitled "Business Licenses and Regulations" of the Indian Head Park Municipal Code".*

Mayor Andrews stated the proposed ordinance would eliminate any pay stipends for elected officials as well as health insurance reimbursement for the liquor commissioner who is the Village President. He noted the ordinance would take effect upon completion of an incumbent's term of office or the next municipal election, which is April, 2015. Mayor Andrews stated this matter was brought up during the last election campaign and he is in agreement with eliminating pay for elected officials. Trustee Walsh stated the residents of the Village have elected and entrusted the Board to make important decisions for the Village at the local level. He pointed out a lot of time is put into serving on the Board and each Board member is worth the stipend that was paid for that service. Trustee Walsh noted if we are asking residents to make a sacrifice with the importance of a bond referendum, which will add to the future of the Village financially, it is an important statement if the Trustees and Mayor agree to make a sacrifice to give up their salaries as well.

Trustee Hinshaw stated the ordinance addresses elected officials but the position of Village Treasurer is not included. He asked what would the Board have to do to reduce that pay for the Treasurer position. Mayor Andrews stated the Treasurer is an appointed position and the Board could legislate to change that salary. Counsel Ramello stated the salary could be changed by ordinance that would take effect at the end of the term of the Treasurer. Trustee Hinshaw asked why the disposition of fees reference is noted in the proposed ordinance. Counsel Ramello stated that section of the code refers to the health insurance benefit for the liquor commissioner. Trustee Hinshaw stated it is important to the Village to eliminate the compensation for elected officials, there are some financial issues facing the Board, it was important to the newly elected officials to not take the pay. He hopes the road bond passes and if it does not pass the Board will need to look to more areas to make changes or cuts. Trustee Hinshaw asked if any current elected officials are interested in giving up their pay, it would be symbolic and it would show the sacrifice that he, Brenda and Amy have made by not taking the compensation.

Trustee Wittenberg asked if there are any other paid positions where there is a disposition of fees that is currently in effect that have not been addressed. Mayor Andrews stated he is not aware of any. Donna Smith, of Ashbrook, stated this is a long time coming, many of the surrounding towns have many volunteer boards that serve without compensation, she also served on a board in another community and never had expectations of being paid, when someone takes a job on a board they knowingly are giving time and effort to the community they live in for the betterment

of the Village. Donna Smith stated she was shocked to learn that the current Board received a salary for a stipend.

Trustee Hinshaw stated he received an email from resident Tami Zepnik-Holzheuter at 11345 Hiawatha Lane that she supports the change to the Board compensation. Mayor Andrews asked for the email address of the person who submitted the comments. Trustee Hinshaw stated he cannot disclose the email address because the resident did not agree to it but he is giving the address of the resident. Mayor Andrews stated when someone comes in person to a meeting they identify who they are by address and it should be a similar disclosure of an email address if someone is sending a communication in that manner.

Trustee Hinshaw moved, seconded by Trustee O’Laughlin, to approve Ordinance #2014-3, regarding elected officials compensation, as presented. Carried by roll call vote (5/1/0).

*Ayes: Trustees: Bailey, Hinshaw, O’Laughlin, Walsh, Wittenberg*

*Nays: Trustee Schnauffer*

*Absent: None*

**4. Disability Placard Fine Increase Ordinance (Ordinance #2014-4)**

Mayor Andrews stated an ordinance is being presented entitled:

*“An Ordinance Amending Chapter 10.04 entitled Village Traffic Code of the Village of Indian Head Park Municipal Code”.*

Mayor Andrews stated the proposed ordinance is a result of a new law that took effect January 1, 2014 in the State of Illinois with regard to handicap parking placards and misuse of those parking placards. The new law gives local municipalities the authority to raise fines for parking in handicap spaces from \$250.00 to \$350.00. The ordinance if approved, would increase the fine from \$250.00 to \$350.00.

Trustee Bailey moved, seconded by Trustee O’Laughlin, to approve Ordinance #2014-4, as presented. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O’Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

**5. Vehicle Sticker Report – Trustee Hinshaw**

Trustee Hinshaw thanked Mary Crowley for all of her hard work in compiling the vehicle sticker data. Trustee Hinshaw stated he met with Mary once or twice, he communicated a few times by email to gather information and volunteered to give a report to the Board. He noted there is a line item in the budget for vehicle stickers revenues of about \$152,000, to date we have received about \$153,540 so we have collected a little more than we anticipated, we collect money for vehicle stickers every month and in January twenty-three stickers were purchased so money is

still coming in. Trustee Hinshaw stated the number of stickers sold is slightly over from last year (last year we sold 3,017 and this year we sold 3,060). Mary Crowley stated there are some replacement stickers sold in the total number so it may be a little more than that number. Trustee Hinshaw stated there are a number of unpaid stickers estimated to be about 579, there may be some new cars we are not aware of yet and the bigger issue is enforcement. He noted Frank Alonzo and the police officers conducted two road inspections at entrances in town about two hours each, each inspection yielded about 4 stickers per hour, those that did not buy a sticker were issued a citation and some came in to buy a sticker when they heard about the road inspections. That yielded about 20 stickers during those two times over four hours. Trustee Hinshaw stated other issues were discussed including possibly sending letters out to the 579 people on the unpaid list to determine if it is an error or they are required to buy a sticker, to do more road inspections and more enforcement.

Trustee Hinshaw stated some residents have suggested we take the list of 579 people on the unpaid list and post it on the Website but not sure if we can do that, maybe can we go back and collect from those that did not buy a sticker for two years. There are many unknowns and the reason he became involved was to try to help the Village to collect more revenue and compliance. Trustee Hinshaw stated it was also discussed to possibly consider raising vehicle sticker fees to increase revenue but if the price goes up the compliance might go down a little. Frank said the compliance moves to the next person who replaces him. Frank Alonzo stated he did not believe the Village could enforce collecting money from two years ago for a sticker, sending a letter out is a good step and road blocks help with enforcement when there is sufficient staffing. Frank stated he thinks letters to be sent should be in the mix.

Mayor Andrews stated in terms of letters if we can identify someone who should have a current sticker but did not buy one we can send a letter stating our records indicate they are required to buy a sticker. Trustee Hinshaw stated the letter would have an option to inform the Village if there is an error. Jim Gazis, of Wolf Road, asked how much would a ticket be for not having a sticker and possibly the fine would be too low if someone is not buying a sticker. Frank Alonzo stated a sticker purchased late is \$100.00 plus the fee for a ticket if they received one is \$50.00.

Bill King, of Briarwood Court, stated if letters are sent out it should include "do not forward" so they come back to the Village if someone has moved so those people can be removed from the system. Trustee Hinshaw stated former Village President Ed Jaeky mentioned previously letters would be sent out to residents who did not buy stickers and after another letter an officer would issue a citation to the resident at their home.

Aileen Henkel, of Algonquin Drive, asked if anything could be done about someone who registers their car out of state but the car is garaged here. Mayor Andrews stated that person would not show up on the list of vehicles registered in Indian Head Park. However, if the car is garaged here and they live in Indian Head Park a sticker should be purchased.

Mayor Andrews stated he agrees with Trustee Hinshaw that enforcement is needed for compliance, there is a cost involved in whatever we do, there may be a need to bring in another officer for road blocks and it may not be much more revenue.

## **6. *Street Bond Discussion***

Mayor Andrews stated the street bond is on the agenda for Board discussion and resident input. Trustee Walsh stated he had a resident inquire about the impact the street bond would have on them if they have a senior freeze on their tax bill and would it be a separate line item. Mayor Andrews stated other residents have asked the same questions, he discussed it with counsel and checked a few websites. The answer is if a senior at 65 applies for a senior homeowner exemption and meets the annual income amount up to \$55,000, they can apply for a senior freeze which freezes the equalized assessed valuation (EAV) at the current level. However, if the taxing district raises the levy in that area the property tax may go up. He noted even though someone may have a tax freeze as time goes by over the years home values around the area will increase in value so the assessed valuation will go up. Those property owners will have more of an increase than someone in a tax freeze program. Mayor Andrews stated once the Village knows if the road bond is approved, the rate can be determined as well as how much needs to be raised every year from the road bond, the Village can tell the County how much will be raised from the General Obligation Road Bond and the County will figure the appropriate rate to apply to the total EAV in order to generate that revenue.

Trustee Walsh asked if a senior freeze would result in a reduction in the EAV compared to someone else in that area with a similar house that does not have a senior freeze or senior exemption. Trustee Hinshaw stated Dave Brink prepared a spreadsheet with some figures based on a question from a resident. He noted based on the figures provided, a senior in a freeze program might pay about \$8.00 less than a person without a senior freeze or exemption. Mayor Andrews stated based on a home value of about \$250,000 with a fifteen year road bond with senior exemptions or a freeze might pay about \$8.00 less than someone without any exemptions. Mayor Andrews stated on the Cook County Assessor Website there is a good example of how the assessed valuation is determined based on the market value of a home, 10% of the market value is used, the multiplier is added which varies from year to year, that generates the EAV and any homeowner exemptions are applied.

Trustee Hinshaw stated a resident pointed out that early voting will be taking place March 3<sup>rd</sup> through March 15<sup>th</sup>, the Village of Hodgkins is one of the early voting locations, the Cook County Website has a list of all early voting locations as well as how to vote by mail and there is also a link on the County website on how to apply for an absentee ballot. Trustee Hinshaw stated he would send the information to the Village Office so the links could be posted on the Village website.

Trustee Hinshaw stated the road bond is very important to the Village, he is in favor of the road bond and in favor of fixing the streets that are in need of repairs and hopes people with support it. Trustee Hinshaw further stated if the road bond does not pass we have to figure a way to get money for it to be done to start to work on some roads and infrastructure because it is the responsibility as a Village to take care of what we have to get it done one way or another. Mayor Andrews stated he appreciates Trustee Hinshaw's input and agrees the Board has been trying to get it done for several years.

Chris Metz, of Arrowhead Court, asked what would be the increase if the road bond referendum passes. Mayor Andrews stated we do not know yet what the term of the bond will be (10, 15 or 20 years) and what the rate will be. Trustee Hinshaw stated some examples were in the Smoke Signals newsletter about the road bond: A 10 year term was \$169.39 on a \$250,000 market value home assuming some other things, a 20 year term was \$109.78 on a \$250,000 market value home. Mayor Andrews asked if there is an interest rate in the information on-line and in the newsletter. Trustee Hinshaw stated based on a 10 year term there is an interest rate of 3.2% but the rates could change. Jim Gazis, of Wolf Road, asked if the referendum question will be written as a yes or no question on the ballot with the term of the bond and rate. In his opinion, in the past not enough information was provided and how that would affect their tax bill. Trustee Wittenberg stated at the last meeting the Board discussed what it would support as far as the terms of the bond but until the Village can meet with bond counsel if the referendum passes, exact numbers and the rate is not known until we get to that point to work out the details of the financing. Mayor Andrews stated the terms of the bond and interest rate would be another decision at the Board level.

Mayor Andrews stated the last two attempts at a general property tax increase not only had the question about raising money but also had an explanation of the expected impact that would have on a fair market value home of \$100,000 so someone could extrapolate how much it would be. He noted the question on the ballot this March only is a yes or no question for a road bond because it cannot be projected at this time what it will be.

## **7. *Electric Aggregation Discussion***

Mayor Andrews stated Trustee Hinshaw is the Trustee liaison on utility matters, Counsel Ramello was also requested to provide a response to a question from Trustee Hinshaw about the timetable regarding the electric aggregation. Constellation Energy was contacted who is the current company the Village is with under the electric aggregation. Mayor Andrews asked Counsel Ramello to provide an update about the Village's electric aggregation program, when it expires and what needs to be done to go forward to continue with the current company or a contract with a new company.

Counsel Ramello stated the terms of the current power supply agreement is twelve consecutive billing periods from the initial metering date when the switch over took place from Commonwealth Edison to the alternate energy supplier which was in May or June last year. He noted the contract provides if the Village does not obtain a new alternate energy source that the contract will continue on a month to month basis at a mutually agreed rate. Counsel Ramello stated the Commonwealth Edison rate has come down to 5.5 cents/kwh so the mutually agreed rate would be somewhere between the current rate of 4.9 cents/kwh to 5.5cents/kwh. He noted the timeline would be to issue a request for proposal, then open bids at least a month before the current power supply agreement expires to get bidders to be able to provide a market rate, the farther the bids are in advance of when the switchover took place the more speculation there is from energy providers about what the rate will be in 30, 60 or 90 days (the further a company has to project into the future generally the rate is higher).

Counsel Ramello stated generally bids would be opened 30 days before the Village is ready to switch over to give energy suppliers enough confidence that the quoted rate will still be a market rate. He noted the request for proposals should be issued approximately three or four weeks in advance, since the Village already has a contract and request for proposal changes will not be significant and a couple of weeks would be needed to direct his office or a consultant to prepare the request for proposals.

Trustee Wittenberg asked if the request for proposal process could be waived since we already have a contract, can a market assessment be done and is there a renewal option. Counsel Ramello stated there is nothing in the Illinois Power Act that actually addresses renewals for non-home rule communities and it is questionable whether the Village can renew because the Power Act states the Village is supposed to go out for bid. Counsel Ramello stated there are some non-home rule communities renewing, it is questionable whether they have the power to do it and there are no cases on it because most contracts are just now coming up for renewal. Trustee Wittenberg stated one option would be to have a request for proposal process to start getting bids from suppliers. Counsel Ramello stated the requests would be issued to suppliers who are certified suppliers, the ICC monthly or quarterly report of suppliers shows companies that have the best record, last time two categories were chosen to pick suppliers from, three responses were received out of about twelve who received the request for a proposal and it would be up to the Board to determine if enough responses are received.

Trustee Wittenberg asked if there are any other options with a renewal because the Power Act website talks about current contract renewals, it has been done, it would be good to know what the current market rate is from energy supplies and the contract language needs to be reviewed to determine if a renewal process can be incorporated that does not have to have a request for proposal because it would take a lot less time for counsel and vendors. Mayor Andrews stated the current electric supply company can be contacted for the best estimated rate for 1, 2 or 3 years or the Board can decide to go out for a request for proposal from a group of companies. Trustee Hinshaw stated if the electric aggregation contract is up in May we need to start planning now, if it is June we have another month, he likes Trustee Wittenberg's idea, the goal is to get the residents the best rate and not too concerned with vendors that have to shuffle request for proposals.

The consensus of the Board agree to update the request for proposals. Mayor Andrews stated electric aggregation is a new process, a one year contract was selected because it was a new experience, at that time the Commonwealth Edison rate was 8 cents per kilowatt hour and the result of the electric aggregation process was a lower rate for residents per kilowatt hour which is below the ComEd rate of 5.5 cents/kwh. He recalled if a contract was for two or three years the rate fluctuated because suppliers did not know what the rate would be projected over a longer period. Mayor Andrews asked what happens if there is no new contract in place when the current contract expires. Counsel Ramello stated Constellation Energy can be directed to continue to supply electricity on a month to month basis at a mutually agreed upon price until a new contract is in place because under the contract the rate would be lower than the Commonwealth Edison rate. Mayor Andrews stated if the Commonwealth Edison electricity supplier rate goes up in the future and there is no contract in place the rate could go up.

Mayor Andrews entertained a motion to direct counsel to prepare a request for proposal to electric suppliers with companies that have a four or five star rating including the current company of Constellation Energy. Trustee Walsh moved, seconded by Trustee O'Laughlin, to direct counsel to prepare an ordinance to seek requests for proposals for electric aggregation with companies of at least a four or five star rating including Constellation Energy. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

### **8. Purchases Ordinance Discussion**

Mayor Andrews stated there has been discussion at previous meetings regarding a purchases ordinance. It is his recommendation that there are current provisions in the ordinance in Section 2.08 that allows approval by the Village Administrator up to \$20,000 and above that amount we need to go out for bid. He noted there may be four or five times a year when a purchase may exceed \$5,000 such as purchase of road salt. If we put an arbitrary limit of \$5,000 on purchases without Board approval someone may exceed \$20,000 to try to lock us into a contract whether it is set at \$5,000, \$10,000, \$12,000, \$15,000 or \$19,999. Mayor Andrews stated his position is that a purchases ordinance is micro-managing, we do not need one and it is not recommended because the current code covers this issue. Mayor Andrews stated there is a transition and eventually there will be a new Village Administrator, when that person is hired it will be made clear that major purchases are not made without getting input because if they do they can be terminated. He noted there may be times when there is an emergency purchase that is not defined. Mayor Andrews stated he asked Counsel Ramello to hold off on preparing a purchases ordinance to review the current ordinance which is sufficient.

Trustee Wittenberg stated she felt strongly about a purchases ordinance and does not look at this issue as micro-managing. She noted it would show residents we are establishing an accountable, transparent, proactive oriented environment. Trustee Wittenberg stated fiscal management has been going on in other places, it is not about what we have or have not done, it is about the future of fiscal management in government and it is not a huge burden on the Village manager. We can set the limit at \$10,000 if \$5,000 is too low. Trustee Wittenberg stated she is in favor of a purchases ordinance to be discussed with the Village manager, it would show the residents we are being accountable and transparent to the public and an action oriented Board, most Villages have this in place, other options could be discussed and she asked for a vote from the Board.

Trustee Hinshaw stated that Trustee Wittenberg phrased it very eloquently, he also heard from some residents that they would like a purchases ordinance implemented and he is in favor of \$10,000 for a spending limit to see how that works out. Trustee Walsh stated he would like more discussion on what the dollar amount will be, it would be cumbersome to have a special Board meeting to approve a road salt purchase and possibly Frank Alonzo could provide input on a reasonable dollar amount.

Frank Alonzo stated \$10,000 would be a reasonable amount for purchases, the road salt need was due to extreme weather conditions, the Board may not be able to meet that quick to approve a purchase and most large purchases have always come before the Board. Chris Metz, of Arrowhead Court, stated it is a good idea to have a purchases ordinance.

Trustee Wittenberg moved, seconded by Trustee Hinshaw, to direct counsel to prepare a purchase ordinance for further consideration at the April, 2014 Board meeting with a dollar amount to be determined at a future Village Board meeting. Carried by roll call vote (4/2/0).

*Ayes: Trustees: Hinshaw, O'Laughlin, Walsh, Wittenberg*

*Nays: Trustees Bailey and Schnauffer*

*Absent: None*

### **QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE**

Trustee Hinshaw stated last month the Board talked about term limits, it is a good idea and he asked for it to be placed on a future agenda. He noted if someone had damage from the pothole on Wolf Road, a police report can be filed and a resident can submit a complaint form to file with the Cook County Highway Department for possible reimbursement. Trustee Hinshaw stated at the last meeting a question was asked about the liquor commissioner duties, a resident was instructed to go on-line to find out what the duties were, based on that the liquor commissioner duties are about a couple hours a year for a compensation of \$5,000. He asked how many hours are spent by the Mayor as the liquor commissioner. Mayor Andrews stated all of his time spent as Village President he is exercising his duties as liquor commissioner.

Anne Bermier, of Stonehearth, thanked Chief Alonzo for his years of service, it was an honor working with Frank over seven years, before Frank started the moral in the police department was low due to the passing of Police Chief Pat Crowley, Frank lifted the spirits of everyone, all of the officers highly respected Frank whose door was always open and Frank helped a lot with the community awareness and neighborhood watch programs. Trustee Wittenberg stated there will be a presentation from ADT and another company about home security systems at the next community awareness and neighborhood watch meetings.

Kathleen Ochs, of Briarwood Lane, stated on January 9<sup>th</sup> she had a situation at her home and a problem with a leaking water meter, she called the water department after hours at 10:30 p.m., the water started to leak through her closet, she called 911 and two officers came out to look at the situation, the water valve to shut the water off on the outside of the home could not be turned off because she could not reach the water department.

Kathleen Ochs stated on the morning of January 10<sup>th</sup> Bill from the water department called and came right over to shut off the water coming into the house, about a year or two ago she called the office to try to get a new meter because the meter is very old and it needed to be replaced but there was no problem with the water meter at that time. In the meantime, she called a plumber to replace the shut-off valve on the inside of the house and a new meter was left for the plumber to install. She asked in the future it would be helpful to be able to reach the water department after hours.

Bill King, of the Acacia Board, stated the Public Works Department has been pushing snow back into the Acacia driveways, it is expensive and the cost is thousands of dollars to pay private companies to plow driveways in Acacia. After the Acacia driveways are cleared the Public Works plows come back and push snow back into the driveways. He added one resident of Acacia said when she spoke to the Public Works driver about it he said that is your problem and that is not a response to give a resident. Frank Alonzo stated the Village cannot work around the timetable of when Acacia crews clear the driveways. Bill King stated the Acacia driveways are not cleared until the streets are plowed but someone keeps coming back around and pushing more snow back into the driveways after they are done. Frank Alonzo stated most towns will make one pass down a street to clear a path of snow so people can get to the main roads then come back later to clear curb to curb.

Chris Metz, of Arrowhead Court, stated there was a mention that the liquor commissioner compensation was a moot point because the Board approved an ordinance to end the compensation. He asked if there would be no more compensation before the term is up. Mayor Andrews stated he had no comment. He stated it would be nice if Mayor Andrews and the rest of the Trustees would forego their pay as well.

Vern Kramer, of Ashbrook Lane, stated the Public Works crews are continuously plowing and salting the roads and it does not need to be done that often. Mayor Andrews stated the Public crews are doing the best job they can, while some people want to cut expenses some people are content with the services provided and it has been a difficult winter season.

### **EXECUTIVE SESSION**

Trustee Walsh moved, seconded by Trustee Wittenberg, to adjourn to Executive Session pursuant to 5 ILCS 120/2 (c) (1) to discuss the appointment, employment, compensation, discipline or performance of specific employees. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

### **RETURN TO THE OPEN MEETING**

There being no further business to discuss in the Executive Session, Trustee Walsh moved, seconded by Trustee Wittenberg, to return to the regular Board meeting. Carried by unanimous voice vote (6/0/0).

### **ADJOURNMENT**

There being no further business to discuss, Trustee Schnauffer moved, seconded by Trustee O'Laughlin, to adjourn the regular Board meeting at 11:05 p.m. Carried by unanimous voice vote (6/0/0).

Minutes prepared by,  
Kathy Leach, Deputy Clerk/Recording Secretary