

**Village of Indian Head Park  
201 Acacia Drive  
Indian Head Park, IL 60525  
MEETING MINUTES  
BOARD OF TRUSTEES  
SPECIAL MEETING**

*“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, June 26, 2014**

7:30 p.m.

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

The special meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, June 26, 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 Tom Hinshaw  
Trustee Brenda O’Laughlin  
Trustee Norman L. Schnauffer  
Trustee Matt Walsh

**ALSO PRESENT:**

Dave Brink, Finance Director  
John Brooks, Chief of Police/Administration  
Joseph V. Consolo, Village Clerk  
Richard Ramello, Counsel, Storino, Ramello & Durkin  
Edward Santen, Water/Public Works Superintendent

**NOT PRESENT:**

Trustee Brian T. Bailey  
Trustee Amy Jo Wittenberg

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”*.

## **QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE – AGENDA ITEMS ONLY**

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

1. ***An Ordinance Providing for the Issuance of \$2,500,000 General Obligation Bonds, Series 2014, of the Village of Indian Head Park, Cook County, Illinois, for the Purpose of Providing for the Payment of Costs of Roadway Improvements within the Village, for the Payment of the Expenses Incident Thereto and Providing for the Levy and Collection of a Direct Annual Tax Sufficient for the Payment of the Principal and Interest of Said Bonds. (Ordinance #2014-14)***

A representative from Speer Financial summarized there were three bidders at the bond auction as it relates to the road bond project, bid results were provided to the Board, the winning bid was Robert W. Baer at 3.11% over a fifteen year period and the Standard and Poor Rating was favorable at AA-, the Village scored high on social and economic factors with strong management of the Village and liquidity and budget performance which resulted in a good interest rate.

Trustee Hinshaw asked if there have been any changes to any of the documents presented to the Board other than dates. Counsel Ramello responded the purchaser of the bonds was inserted and the interest rate was added.

Trustee Walsh moved, seconded by Trustee O’Laughlin, to remove Agenda Item #1 from the table. Trustee Walsh moved, seconded by Trustee Schnauffer, to approve the ordinance providing for the issuance of \$2,500,000 in General Obligation Bonds, Series 2014 in connection with the 2014 Road Improvement Project. Carried by unanimous voice vote (4/0/2). Trustee Walsh moved, seconded by Trustee O’Laughlin, to approve the \$2,500,000 General Obligation Bond Ordinance #2014-14. Carried by unanimous roll call vote (4/0/2).

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

*Nays: None*

*Absent: Bailey, Wittenberg*

2. ***A Resolution Authorizing the Execution of a Legal Services Agreement by and Between Storino, Ramello & Durkin and the Village of Indian Head Park, Illinois, for the Issuance of the Village's \$2.5M General Obligation Bond, Series 2014;(Resolution #R6-14-2)***

The agreement presented to the Board allows for a payment for legal services to Storino, Ramello, Durkin in connection with the issuance of the General Obligation Bonds. Counsel Ramello noted the document was amended to include language pertaining to the Ethics Act and any former officer or former employees of the Village. Trustee Hinshaw asked how many hours have been spent on attorney fees working on the agreement. Counsel Ramello stated his agreement and Chapman and Cutler's agreement are based on a transactional basis based on legal opinions on the bond issue.

Trustee O'Laughlin asked if the Village will be paying an additional \$5,000 above the retainer amount. Mayor Andrews stated legal fees in connection with the road bond will be paid from the road bond funds.

Trustee Hinshaw moved, seconded by Trustee Schnauffer, to remove Item #2 from the table. Carried by unanimous voice vote (4/0/2). Trustee Schnauffer moved, seconded by Trustee Walsh, to approve the resolution executing a legal services agreement between Storino, Ramello & Durkin and the Village of Indian Head Park. Carried by unanimous roll call vote (4/0/2). ***(Resolution #R6-14-2)***.

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

*Nays: None*

*Absent: Bailey, Wittenberg*

3. ***A Resolution Authorizing the Execution of a Legal Services Agreement by and between Chapman and Cutler, LLP and the Village of Indian Head Park, Illinois, for the Issuance of the Village's \$2.5M General Obligation Bonds, Series, 2014;***

The document presented was distributed previously to the Board in connection with the legal services provided by Chapman and Cutler to be paid by proceeds from the road bond at a flat fee of \$15,000 which includes an amount for the legislative services to go to Springfield to cure the bond issue. Trustee O'Laughlin asked if the Board received something in writing the legal service was amended. Mayor Andrews responded, yes.

Trustee Walsh moved, seconded by Trustee O'Laughlin, to remove Item #3 from the table. Carried by unanimous voice vote (4/0/2). Trustee Walsh moved, seconded by Trustee Schnauffer, to approve a resolution authorizing a legal services agreement between Chapman and Cutler and the Village of Indian Head Park. Carried by unanimous roll call vote (4/0/2). ***(Resolution #R6-14-3)***.

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

*Nays: None*

*Absent: Bailey, Wittenberg*

4. ***A Resolution Awarding a Contract and Authorizing the Issuance of a Notice of Award for the 2014 Road Improvements Project for the Village of Indian Head Park, Illinois; (Resolution #R6-14-4).***

Mayor Andrews noted the resolution authorized the Village President to enter into an agreement with the lower bidder, Central Blacktop Co., Inc. for the 2014 Road Improvement Project at a cost of \$2,113,596.05. He noted there were three bidders on the road project and the engineering estimate was \$2,228,000.

Trustee Schnauffer moved, seconded by Trustee O’Laughlin, to remove Item #4 from the table. Carried by unanimous voice vote. (4/0/2). Trustee Hinshaw moved, seconded by Trustee O’Laughlin, to approve the resolution awarding the contract for the 2014 Road Improvement Project. Carried by unanimous roll call vote (4/0/2).

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

*Nays: None*

*Absent: Bailey, Wittenberg*

Mayor Andrews extended thanks to financial consultants, staff, the Village Engineer and Village Counsel who helped to draft legislation to work towards finalizing details of the 2014 Road Improvement Project to move forward.

5. ***Approval of the Village of Indian Head Park Budget for Fiscal Year 2014/2015.***

The Budget for fiscal year 2014/2015 was presented to the Village Board with respect to certain items that the Board last time voted to include in the budget. The Board discussed the total proposed budget revenues of \$6,404,646 that includes the road improvement project and expenditures of \$6,842,665 with a deficit of \$438,019 (\$389,961 is the cost of the two water mains to be replaced on Cascade/Pontiac Drives – expenses to be paid from the water and sewer fund that has a balance of about \$530,000 in that fund). Mayor Andrews mentioned there are certain expenses in order to keep the Village running, the legal services retainer is by agreement at @ \$7,500 per year (annual cost of \$90,000) and a recommendation to reduce the amount is not being suggested, we may need to do more than four issues of Smoke Signals since we have special meetings and items to inform residents and recommended we put the funds back in the budget, \$2,000 for microphones could be eliminated from the budget, \$50,000 for depreciation could be removed from the budget, \$10,000 for the Website could be removed. Mayor Andrews suggested a line item of \$10,000 be added to the budget for expenses relating to responding to F.O.I.A. request from all sources that have caused a large amount of administrative time to research and compile information. Mayor Andrews mentioned there are other possible revenue sources to be explored such as a restaurant tax.

The Board discussed various budget lines and a list that was presented by Dave Brink. Trustee O’Laughlin stated we will be getting new roads, a new police car, codification, new software, new computers and a 2% pay raise for employees and we are spending a lot of money.

Chief Brooks summarized the police vehicles currently in the Police Department fleet and noted the price is good for the second police car through the State purchasing program to set aside funds to purchase another vehicle.

Sue Kiley of Ashbrook asked about the procedure to ask questions of the Board regarding agenda items and asked if there were other printer options with the newsletter. Mayor Andrews stated the agenda is posted 48 hours before the meeting and other printer options were explored. He noted the Village is not required to have a budget but only an Appropriations Ordinance. Shirley Yang of Ashbrook asked if \$2.5 million in revenue will be received from the road bond. Dave Brink said 2,480,000 will be the net revenue from the road bond. John Corcoran of Apache Drive stated the discussion about the dump truck and the cost for the vehicle should have been discussed during the finance committee discussions and paying for things with cash in the current year to plan for expenses is the reason for depreciation. Chris Metz, of Arrowhead Court stated he did not agree that microphones are not needed when the liquor commissioner reimbursement for health insurance was a lot of money. Mayor Andrews stated reimbursement for health insurance was determined by an ordinance and it cannot be reduced during a term in office as Village President. Sue Kiley stated F.O.I.A. requests can be time consuming and maybe asking someone what they need might limit the response time. Noel Whitman, of Indian Woods Drive stated when the notice appeared about the road bond referendum Indian Woods Drive was listed for crackfilling and will the Village do it even though the street is a private road. Mayor Andrews stated private roads will not be included in the road project because it is not a dedicated street.

The Board members discussed various memberships, expenses relating to a new dump truck included in the budget, the fees charged, expenses related to implementing a credit card device for payments and the condition of the Public Works dump truck.

After review and discussions by the Village Board of the proposed budget, Mayor Andrews entertained a motion for the following items discussed by the Board:

Trustee Walsh moved, seconded by Trustee Schnauffer, to authorize a five year lease for a dump truck at \$110,000 @ 4.897% (\$24,202 per year) including a salt spreader and plow for the Public Works Department. Carried by roll call vote (3/2/2).

*Ayes: Trustees: Schnauffer, Walsh and Mayor Andrews*

*Nays: Trustees Hinshaw and O'Laughlin*

*Absent: Bailey, Wittenberg*

Trustee Walsh moved, seconded by Trustee Schnauffer, to authorize the purchase of a second squad car on a three year lease term with option to purchase @ (\$7,000 first year of lease). Carried by roll call vote (3/2/2).

*Ayes: Trustees: Schnauffer, Walsh and Mayor Andrews*

*Nays: Trustees Hinshaw and O'Laughlin*

*Absent: Bailey, Wittenberg*

VBT Minutes  
June 26, 2014 Special Board Meeting

Trustee Schnauffer moved, seconded by Trustee Walsh, to authorize a 2% cost of living pay raise for employees. Carried by roll call vote (4/0/2).

*Ayes: Trustees: Hinshaw, O'Laughlin, Schnauffer, Walsh*  
*Nays: None*  
*Absent: Bailey, Wittenberg*

Trustee Walsh moved, seconded by Trustee Schnauffer, to allocate \$4,000 to modify the Village Website using tech students and \$5,000 to keep Smoke Signals a quarterly newsletter. Carried by roll call vote (3/1/2).

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

Trustee Hinshaw moved, seconded by Walsh, to authorize the purchase of microphones at a cost of \$2,000. Carried by roll call vote (3/1/2).

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

Trustee Walsh moved, seconded by Trustee Schnauffer, to authorize an increase in the sewer rate of \$1.20 per month. Carried by roll call vote (3/1/2).

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

Trustee Walsh moved, seconded by Trustee Schnauffer, to include legal expenses at \$90,000 per year. Carried by roll call vote (3/1/2).

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

Trustee Hinshaw moved, seconded by Trustee Walsh, to authorize the purchase of a credit card machine at a cost of \$800.00. Carried by roll call vote (4/0/2).

*Ayes: Trustees: Hinshaw, O'Laughlin, Schnauffer, Walsh*  
*Nays: None*  
*Absent: Bailey, Wittenberg*

Trustee Hinshaw moved, seconded by Trustee O’Laughlin, to allocate \$50,000 for road depreciation. Motion denied by roll call vote (2/3/2)

*Aye: Trustee Hinshaw, O’Laughlin*  
*Nay: Trustees Schnauffer, Walsh and Mayor Andrews*  
*Absent: Bailey, Wittenberg*

Trustee Schnauffer moved, seconded by Trustee Walsh, to allocate \$10,000 for expenses incurred in connection with Freedom of Information Act responses. Carried by roll call vote (3/2/2).

*Ayes: Trustees: Schnauffer, Walsh and Mayor Andrews*  
*Nays: Hinshaw, O’Laughlin*  
*Absent: Bailey, Wittenberg*

Trustee Walsh moved, seconded by Trustee Schnauffer, to have a quarterly issue of Smoke Signals. Carried by roll call vote (3/1/2).

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

Trustee Walsh moved, seconded by Trustee Schnauffer, to approve the Village of Indian Head Park budget for fiscal year 2014/2015. Carried by roll call vote ((3/2/2).

*Ayes: Trustees: Schnauffer, Walsh and Mayor Andrews*  
*Nays: Hinshaw, O’Laughlin*  
*Absent: Bailey, Wittenberg*

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

## **ADJOURNMENT**

There being no further business to discuss, Trustee Schnauffer moved, seconded by Trustee O’Laughlin, to adjourn the regular Board meeting at 10:00 p.m. Motion Carried by unanimous voice vote (4/0/2).

Submitted by,  
Joseph V. Consolo, Village Clerk  
Kathy Leach, Recording Secretary