

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

BOARD OF TRUSTEES
REGULAR MEETING MINUTES

February 10, 2022

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

CALL TO ORDER: Mayor Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, February 20, 2022, at the Municipal Facility, 201 Acacia Drive, and was convened at 7:00 P.M. by Mayor Hinshaw. Due to the restrictions of the State of Illinois regarding gatherings of people during the Covid-19 pandemic, this meeting was conducted remotely via Zoom.

ROLL CALL: Sharon Allison, Village Clerk (attended via Zoom)

PRESENT (and constituting a quorum):

- Mayor Tom Hinshaw (physically present)
- Trustee Charles Eck (attended via Zoom)
- Trustee Rita Farrell-Mayer (attended via Zoom)
- Trustee Shawn Kennedy (attended via Zoom)
- Trustee Christian Metz (attended via Zoom)
- Trustee Brenda O’Laughlin (attended via Zoom)

ALSO PRESENT:

- John DuRocher, Village Administrator (physically present)
- Andy Ferrini, Assistant Village Administrator (physically present)
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz (attended via Zoom)
- Maureen Garcia, Village Treasurer (attended via Zoom)
- Argelia Garbacz, Village Finance Manager (attended via Zoom)
- Lisa Bujak, Administrative Clerk (physically present)
- Michael Kurinec, Police Chief (physically present)
- Don Lorenzen, Public Works Superintendent (attended via Zoom)
- David Karaffa, Cable Station Manager (physically present)

VISITORS:

- Kate Duncan, Petitioner’s Attorney (via Zoom)
- Several Residents (via Zoom)

MAYOR'S REPORT:

Wolf Road Update: A tentative date of April 7th, 2022, has been set for an open house for community members to see the Wolf Road alternatives. We will also be seeking community feedback, comments, and questions for a couple of weeks after the meeting.

Sidewalks: 4 Main Areas in the Village's Sidewalk Master Plan:

Acacia Drive: The northern half of the Acacia Drive sidewalk project will be done next year. The connections of this new sidewalk to Wolf Road are planned to be done when and if a sidewalk along Wolf Road becomes part of the County road projects. There will be a new sidewalk connecting Acacia Drive to Blackhawk Park added next summer.

Plainfield Road and Wolf Road: Both are in Phase I study at this time. Both are County roads. We are expecting to have Wolf Road alternatives available for sidewalks and pedestrian paths around April 7, as stated earlier. Watch the website and social media for more details.

Joliet Road: No new updates.

Acacia Drive Update: The northern section of Acacia Drive will begin early in 2022 as soon as the weather breaks. The landscaping and finishing touches will be completed after all the road work is completed. This Board has committed to make sure Acacia Drive is looking good when completed.

I-294 Tollway Update: The southern half of the sound wall between Joliet Road and Plainfield Road will be removed and reconstructed this summer. There will be some noise and disruption during the process. Overall, the I-294 project will continue for 3 more year.

Covid-19 Update: The Governor is lifting his mask mandate the end of February. We hope to be back in person for the March Village Board meeting. There are free masks for residents of the Village. If you need masks, please stop by the Village Hall to pick them up.

Final Comment: Please sign up to use the Simplicity app on your smart phone to get Village updates and information.

PUBLIC COMMENTS:

A resident read a letter expressing disappointment that the Smoke Signals will be published quarterly instead of monthly.

The Lyons Cemetery Association expressed thanks for the sidewalk extension and landscape improvements along the west side of the cemetery along Wolf Road.

A resident questioned the installation date of the police cameras throughout the Village.

A resident asked about the sale of property comprising the 70th Place PUD and, particularly, about the materials used to maintain quality parking and road structure within the area.

Another resident questioned the 2022 goal for additional money established for landscaping after the Acacia sidewalk and road construction on Acacia Drive is completed.

CONSENT AGENDA:

Motion to Approve Consent Agenda as Established moved by Trustee O’Laughlin; seconded by Trustee Farrell-Mayer.

- A. Approval of the Regular Meeting Minutes of January 13, 2022
- B. Approval of Payables for the Period Ending January 31, 2022, in the amount of \$435,732.02
- C. Approval of Preliminary Financial Report for Month Ending January 31, 2022

Financial Report was presented by Treasurer Garcia:
Cash on Hand on December 31, 2021, was \$2,950,926.51
Payables for January 2022 amounted to \$435,732.02
Total Revenues for January 2022 amounted to \$416,513.23
Ending Balance on January 31, 2022, was \$2,931,707.72

- D. Approve Separation Agreement
- E. Update Zoning Map
- F. Extension of Appointment of John Wittenberg to the Fire and Police Commission for a term expiring January 2025
- G. Reappointment of Earl O’Malley to the Fire and Police Commission for a term expiring April 2023

Motion carried by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

NEW BUSINESS:

A. APPOINTMENT OF MICHAEL KURINEC AS CHIEF OF POLICE

Mayor Hinshaw appointed Michael Kurinec to be the Chief of Police effective immediately.

Motion to affirm the Mayor’s appointment of Michael Kurinec as Chief of Police effective immediately was moved by Trustee O’Laughlin; seconded by Trustee Farrell-Mayer.

Motion affirmed by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

Michael Kurinec was sworn in, via Zoom, with the oath of office as Chief of Police, effective immediately, by Trustee O’Laughlin, Police Committee Chair.

B. SECURITY CAMERA UPDATE

Police Chief Kurinec spent time explaining the current situation regarding security cameras throughout the Village. The Committee is working with two companies, Flock and Vigilant, to determine which cameras would be more effective for our purposes. Each company will have 4 cameras in action for testing purposes. The cost of each camera (which includes installation) would be \$2,250 to \$2,500 per year (which includes maintenance). Locations for cameras will be on Joliet Road eastbound at Vine Street, Joliet Road westbound at Brookside Plaza, and Plainfield, to be determined more accurately after the bridge construction.

C. REJECTION OF SECURITY CAMERA BIDS

After the Camera Update discussion, a motion to reject all the bids received on November 30, 2021, for the video surveillance system and to direct staff to purchase up to four cameras each from two vendors for testing purposes was moved by Trustee O’Laughlin; seconded by Trustee Eck.

Motion approved by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

D. SELECTION OF VILLAGE AUDITING FIRM

Motion to hire Lauterbach and Amen as the Village’s auditor based on their proposal for up to a four-year term for a total cost not to exceed \$25,700 for the first year was moved by Trustee Metz; seconded by Trustee Eck.

Administrator DuRocher explained that every 4 years we evaluate the Village’s auditing services. At this time, we determine the best possible price and others get a chance to bid on our Village’s services. This year we had 3 bidders. The firm of Lauterbach and Amen was \$35,000 less over 4 years than our previous auditor. The staff recommends Lauterbach and Amen for the next 4 years of service.

Motion approved by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

E. APPROVAL DEVELOPMENT—11320 70TH PLACE

Motion, based on the recommendation of the Planning and Zoning Commission, to approve the development at 11320 70th Place, was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Assistant Ferrini presented information about the projected use of the property. He then introduced Kate Duncan, attorney for the owner of the property, Truck Center Kostich. The owner is seeking permission to improve the property and then use it as a holding place for trucks and the personal vehicles of the truck drivers. The trucks will be empty while parked in the lot. The lot will accommodate 5-10 vehicles. The owner presently operates a similar type of business in Illinois and Indiana.

Motion approved by roll call vote (4-0). Trustees Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. Trustee Eck voted Abstain. No Nay votes. Trustee Donnersberger was absent.

F. ORDINANCE 2022-02 REMOVED FROM TABLE—6557 HOWARD AVENUE—SPECIAL USE FOR A SHED

Motion to pass, based on the recommendation of the Planning and Zoning Commission, Ordinance 2022-02, an Ordinance allowing a special use shed at 6557 Howard was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Assistant Administrator Ferrini stated that this Ordinance had been tabled several months ago because of several issues that had to be re-considered. It is brought back to the table after the issues had been addressed and after the Planning and Zoning Commission voted 7-0 in favor to do so. Trustee Eck questioned one section of this Ordinance that still needed to be considered—if the Ordinance still stated that the shed could not be rebuilt in the future. He stated that, since none other of the Special Use for a Shed ordinances stated that requirement, that this request should not be restricted to rebuilding the shed if needed in the future.

At this point, a motion to amend Ordinance 2022-02 allowing a Special Use Shed at 6557 Howard without rebuilding restrictions was moved by Trustee Eck; seconded by Trustee Farrell-Mayer.

Motion passed by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

G. ORDINANCE 2022-03—1524 65TH PLACE—SPECIAL USE FOR A FENCE

A motion to pass Ordinance 2022-03, an ordinance allowing a Special Use Fence at 1524 65th Place was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Assistant Administrator Ferrini reported that the criteria for a special use fence were not met. Members of the Shed and Fence Committee voted No to this ordinance and recommended that the Board do the same.

Motion was not approved by roll call vote (0-5). No Yay votes. Trustees Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Nay. Trustee Donnersberger was absent.

H. ORDINANCE 2022-04—1724 ACACIA LANE--SPECIAL USE FOR A SHED

A motion to pass Ordinance 2022-04, an ordinance allowing for a Special Use Shed at 1724 Acacia Lane was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Motion passed by roll call vote (5-0). Trustee Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

I. ORDINANCE 2022-05—6527 LAUREL AVENUE—SPECIAL USE FOR A SHED

A motion to pass Ordinance 2022-05, an ordinance allowing a Special Use Shed at 6527 Laurel Avenue was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Motion passed by roll call vote (5-0)). Trustee Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

J. ORDINANCE 2022-06—6527 LAUREL AVENUE—SPECIAL USE FENCE

A motion to pass Ordinance 2022—06, an ordinance allowing for a Special Use Fence at 6527 Laurel Avenue was moved by Trustee Farrell-Mayer; seconded by Trustee Eck.

Assistant Administrator Ferrini reported that the criteria for a special use fence were not met. Members of the Shed and Fence Committee voted No to this ordinance and requested that the Board do the same.

Motion was not approved by roll call vote (0-5). No Yay votes. Trustees Eck, Farrell-Mayer, Kennedy, Metz, and O'Laughlin voted Nay. Trustee Donnersberger was absent.

K. APPROVE TASK ORDERS—THOMAS ENGINEERING

A motion to approve the following task orders submitted by Thomas Engineering--\$55,551.41 for engineering for the 2022 sanitary sewer rehabilitation program and \$15,096.41 for MWRD Compliance Engineering--was moved by Trustee Metz; seconded by Trustee O'Laughlin.

Administrator DuRocher informed the Board that these tasks orders are routine engineering projects that have been budgeted.

Motion was approved by roll call vote (5-0). Trustees Eck, Farrell-Mayer, Kennedy, Metz, and O'Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

L. VILLAGE-WIDE GOALS

After a tally of the suggested goals presented at the January meeting, Mayor Hinshaw and the Board had a lengthy discussion regarding which goals should be the target for the 2022-23 fiscal year. With the guidance of Administrator DuRocher who announced that there would be a budget amount of around \$200,000, it was determined that the following would receive the focus of our suggested goals:

- 1) Long-Range planning for the Village staff facilities
- 2) Saving for potential landscaping of Wolf Road after road-replacement project
- 3) More Village-wide entertainment activities
- 4) Sacajawea Park (electrical) improvements

M. FIRST READING—2022-2023 BUDGET AND CAPITAL PLAN

The first reading of the 2022 budget was presented by Administrator DuRocher who gave a comprehensive report of all revenues and expenses. An interesting note regarding an increase in revenue: the 2020 census numbers are in and confirm an increase in population of IHP to 4,065. An interesting note regarding a decrease in expenses: none of the elected officials (mayor, trustees, clerk) accept a salary for their public service. The bottom line—IHP has a balanced budget! Thanks to John DuRocher, Argelia Garbacz, and Andy Ferrini were extended from the Mayor and the Board.

A second reading will be a public hearing of the budget to take place at the March Board meeting.

A vote on the budget will take place at the April Board meeting.

REPORTS

Trustees:

Trustee Eck: He and Trustee Donnersberger have been working with the Planning and Zoning Commission. More info to follow.

Trustee Farrell-Mayer: The Communications Committee met recently. The Committee still takes the position that Smoke Signals should be distributed monthly. In the January 2022 Board Meeting, the Board recommended quarterly distribution. When asked for additional comment, Trustee Metz stated that he still prefers quarterly distribution..

On February 23, Trustee Farrell-Mayer and members of the Staff will be touring the Heritage Center to determine what improvements need to be made and what would be the cost of the improvements.

Trustee Metz: The Finance Committee will be meeting on February 21.

Trustee Kennedy: The Public Works Committee is still waiting on delivery of the new truck/snow plow.

There will be a public display at the March Board meeting of the street signs that need to be replaced due to non-compliance of the standards of the current signs that are now in use.

Mayor Hinshaw thanked the Public Works Committee and the Public Works staff for getting through the snow-plowing season without a truck/snowplow.

Village Treasurer: No Report

Village Clerk: No Report

Village Attorney: No Report

Village Administrator: No Report

Village Assistant Administrator: The date set for the Electronics and Shredding Day has been set for May 21 from 9:00 A.M. to 1:00 P.M. at the Public Works Building at 11308 70th Place.

The Village is in the process of negotiating façade improvements on the Brookside strip. A grant will likely not be available. The owner of the property will be expected to help support this project. That negotiation is in progress.

Public Works Report: Administrator DuRocher reported that the upcoming Water Pump Station project will be a very complex project which will take 13 months to complete (August 2022-September 2023).

Police Chief: Chief Kurinec reported the results of the 2021 Blood Drive: there were 4 collection dates resulting in 51 units of blood collected. The next drive will take place on March 3 from 10:30 A.M. to 2:30 P.M. in the Police parking lot.

Police are in the process of training for electric ticketing and accident reporting at this time.

PUBLIC COMMENTS:

As in the Opening Comments, a resident stated her displeasure with the Board's decision to deliver the Smoke Signals quarterly instead of monthly.

At 9:05 P.M. Trustee Metz moved to adjourn to Closed Session for purposes of the review of Closed Session Minutes per 5 ILCS 120/2(c)21, Collective Bargaining 5 ILCS 120/2(c)2 and Personnel 5 ILCS 120/2(c)1 with no intention to return to Open Session; seconded by Trustee Farrell-Mayer.

Motion carried by roll call vote (5-0). Trustees, Eck, Farrell Mayer, Kennedy, Metz, and O'Laughlin voted Yay. No Nay votes. Trustee Donnersberger was absent.

Meeting Adjourned

**Sharon Allison
Village Clerk**