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

**BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

April 13, 2023

“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, April 13, 2023, at the Municipal Facility, 201 Acacia Drive, and was convened at 7:00 P.M. by Mayor Hinshaw.

ROLL CALL: Sharon Allison, Village Clerk

PRESENT (and constituting a quorum):

- Mayor Tom Hinshaw
- Trustee Eileen Donnersberger
- Trustee Charles Eck
- Trustee Rita Farrell-Mayer
- Trustee Shawn Kennedy
- Trustee Chris Metz
- Trustee Brenda O’Laughlin

ALSO PRESENT:

- John DuRocher, Village Administrator
- Andy Ferrini, Assistant Village Administrator
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz
- Argelia Garbacz, Village Finance Manager
- Michael Kurinec, Police Chief
- Don Lorenzen, Public Works Superintendent
- Justin Fuller, Water Superintendent
- David Karaffa, Cable Station Manager

VISITORS: Approximately 12 Residents and Guests

MAYOR'S REPORT

Congratulations: To Amy Wittenberg as our new village president and to Cristina Saldana, Danielle Svestka, and James Gazis as our new village trustees. We are starting the transition with a meeting tomorrow (April 14) with the soon-to-be new board members. The new board members will be sworn in at the May 11 village board meeting.

Wolf Road Update: After the County hopefully approves the amendment to the Intergovernmental Agreement on Thursday, April 27, the next step would be for the Village Board to approve the new Strand task order for the work on the Public Involvement Plan (PIP). After IDOT approves the PIP, the Corridor Advisory Committee (CAC) can begin getting more community input.

Pedestrian Access Master Plan: The 3 main areas in the Village:

- **Plainfield Road and Wolf Road:** Both are County roads, and both are in a Phase 1 Study.
- **Joliet Road:** This is a State road and we are waiting for approval to begin Phase I of a sidewalk along Joliet Road. The state budget has over \$4,300,000 allocated to this project in Indian Head Park.

294 Tollway: There are 4 separate Tollway projects in Indian Head Park and work continues on all 4 projects. The approximate 180-foot gap in the noise abatement wall just south of Plainfield is needed for construction access and will be replaced in the fall of 2023.

Acacia Drive: The work on the landscaping at the entrance islands and other remaining items will be started soon in order to complete that project.

Thank You: A big thank you to the outgoing volunteer Trustees—Rita Farrell-Mayer, Chris Metz, and Shawn Kennedy; Village Clerk—Sharon Allison; and Village Treasurer—Maureen Garcia for all their efforts. Also thank you to all the volunteer residents who served on the committees, commissions, fun clubs, and in other ways over my last 10 years on the Board. We also have a fantastic staff of people who care about our residents and businesses, and do a great job. Almost daily we receive compliments on things, large and small, that the staff does. Lastly, a huge thank you to Village Administrator—John DuRocher—who sadly submitted his resignation effective June 23rd. John has made a huge impact in his time in the village. Indian Head Park is a wonderful village with residents who gladly volunteer to keep our community one of the best in Illinois. Thank You All!

PUBLIC COMMENTS:

Resident Concerns:

A resident requested a detailed explanation of the number of current gaming licenses in the village. Mayor Hinshaw explained that we have a certain number of licenses in the ordinance. When a business drops its license, then another business is entitled to apply for that license.

CONSENT AGENDA:

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

- A. Approval of the Regular Meeting Minutes of March 9, 2023
- B. Approval of Payables for the Period Ending March 31, 2023, in the amount of \$535,725.50
- C. Approval of Preliminary Financial Report for Month Ending March 2023

Preliminary Financial Report was presented by Trustee Metz in the absence of Treasurer Garcia:

Cash on Hand on February 28, 2023, was \$2,892,982.10
Total Warrants for March 2023 was \$535,725.50
Total Revenues for March 2023 amounted to \$877,563.26
Ending Balance on March 31, 2023, was \$3,234,819.86

- D. Ordinance 2023—Surrender of Liquor License for Willow Hills
- E. Ordinance 2023-10—Surrender of Gaming License for Willow Hills

Motion carried by roll call vote (6-0). Trustees Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes.

NEW BUSINESS:

- A. Mayor Hinshaw recommended that Richard Minshall be appointed to the Planning and Zoning Commission for a term expiring April 13, 2026.

A motion to pass the Mayor’s recommendation that Ricard Minshall be appointed to the Planning and Zoning Commission for a term expiring April 13, 2026, was moved by Trustee Farrell-Mayer; seconded by Trustee Kennedy.

Motion carried by roll call vote (6-0). Trustees Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes.

- B. **ORDINANCE 2023-11 ALLOWING A LIQUOR LICENSE FOR WILLOW HILLS**

Motion to approve Ordinance 2023-11 allowing for a liquor license for Willow Hills was moved by Trustee Kennedy; seconded by Trustee Metz.

Village Administrator DuRocher explained that Willow Hills is changing ownership. Therefore, new owners are seeking a new license. Mayor Hinshaw introduced the Patels, the new owners, who were present at the meeting.

Motion approved by roll call vote (6-0). Trustees Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes.

F. LPR CAMERA PURCHASE

A motion to purchase 5 License Plate Reading cameras plus two intersection cameras for a first-year cost of \$24,800 was moved by Trustee O’Laughlin; seconded by Trustee Farrell-Mayer.

Police Chief Kurinec presented a video describing the cameras recently purchased—5 license plate reading cameras and 2 intersection cameras. The intersection cameras will be placed at the busiest entrance roads into the village—at Joliet and Wolf Roads and at Joliet and Willow Springs Roads. Additional cameras will be added with the anticipation of grants in the near future.

Motion approved by roll call vote (6-0). Trustees Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Yay. No Nay votes.

G. ORDINANCE 2023-18— PUMP HOUSE REHABILITATION CHANGE ORDER

A motion to approve Ordinance 2023-18, an ordinance allowing for a change order for the Village’s Pump Station Rehabilitation Project, the change order being in the best interests of the Village to accept, was moved by Trustee Kennedy; seconded by Trustee Metz.

Representatives of Strand Associates, Inc., the Village’s engineering firm, were present to explain the pending request for a change order with respect to the pump house rehabilitation project. Staff and Strand explained that the vendor requested the change order to the existing contract due to its inability to obtain the necessary equipment required to complete the project due labor and material shortages and delays. The vendor proposed completing the project with alternative equipment that it could obtain with a shorter delay and at a lower cost than the equipment called for in the contract. The change order will result in modifications in equipment, resulting in a lower cost and a more reasonable time schedule for construction of the project. Strand specifically recommended that the Village Board approve and authorize the change order to reduce delays, to replace oversized equipment, to replace equipment that is not code compliant, and due to the overall emergency nature of the repairs. Strand further provided a written recommendation to the Board recommending approval of the change order which also contains their professional opinion that it is the Village’s best interests to approve the change order as presented. Staff also recommended these changes to ensure that the Village’s water system can continue to meet the water needs of the village in the future and for the efficiency and safety of the staff who operate the pump house. Strand answered Trustee questions regarding the equipment to be used and its appropriateness to the task. The Village Attorney answered questions as to the status of the contract.

Motion approved by roll call vote (3-2). Trustees Farrell-Mayer, Kennedy, and Metz voted Yay. Trustees Eck and O’Laughlin voted Nay. Trustee Donnersberger voted to Abstain.

H. ORDINANCE 2023-16—FEE SCHEDULE

A motion to pass Ordinance 2023-16, establishing the fee schedule was moved by Trustee Metz; seconded by Trustee O’Laughlin.

Assistant Administrative Ferrini recapped that the Finance Committee had a good discussion regarding the current fee schedule. Every fee was scrutinized resulting in the removal of redundant and non-applicable fees. The Committee also recommended a 4.5% increase in the water bills based on U.S. Bureau of Labor Statistics data.

Motion approved by roll call vote 6-0). Trustee Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz and O’Laughlin voted Yay. No Nay votes.

I. VILLAGE GOALS

In order to maintain the Budget and Capital Plan (which is about to be voted on in the next agenda item) as it now stands, a discussion ensued regarding whether or not the Village Goals should remain the same as voted upon during the March final reading. The discussion was basically to determine if the Goals should be determined by the outgoing Board or the incoming Board (those being sworn in at the May 11 meeting).

Trustees Eck, Farrell-Maier, and O’Laughlin feel that the incoming Board members should make the decision. Trustee Donnersberger, Kennedy, Metz, and Mayor Hinshaw felt that the decision should be made by the outgoing Board as they were the ones who prudently saved village funds to save for the future. The final decision was to keep \$300,000 for Wolf Road landscaping in the Budget; remove the \$45,000 for the establishment of a special financing district for the Triangle and \$20,000 for Sacajawea Park landscaping out of the Budget. Thus, money for certain goals will be movable.

J. ORDINANCE 2023-17—ANNUAL BUDGET AND CAPITAL PLAN

A motion to approve Ordinance 2023-17, an ordinance establishing the 2023-2024 Budget and Capital Plan and modified to include \$45,000 for the study for the establishment of a special financing district for the Triangle and \$20,000 for Sacajawea Park landscaping was moved by Trustee Metz; seconded by Trustee O’Laughlin.

Village Administrator DuRocher again announced that we have a balanced budget that begins on May 1, 2023, to April 30, 2024. We have cash on hand to pay bills. Yet, we are always looking for ways to increase our revenue. DuRocher gave high praise to Village Finance Manager, Argelia Garbacz, who is so dedicated to the financial health of Indian Head Park. Mayor Hinshaw also thanked DuRocher, Trustee Metz, chair of the Finance Committee, and the entire Finance Committee for its dedication.

Motion approved by roll call vote (6-0). Trustee Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz, and O’Laughlin voted Yay. No Nay votes.

REPORTS:

Trustee Donnersberger: Spring Fling is fast upon us—April 29 from 2:00-8:00 in the Triangle. Sixteen vendors have registered. It will be a fun family event for our Indian Head Park residents.

Trustee Kennedy: Thanks to Don Lorenzen, Public Works Superintendent, and Justin Fuller, Water Superintendent, for sprucing up the Triangle area for the upcoming Spring Fling.

Trustee Metz: No report.

Trustee O’Laughlin: The Easter Egg Hunt which took place in Blackhawk Park on Saturday, April 8, was a phenomenal success. There were pony rides, a petting zoo, an Easter Bunny, and 5000 Easter Eggs that disappeared in about a minute.

Regarding the Garden Plots in Blackhawk Park --all accounted for and ready for spring planting.

Trustee Farrell-Mayer: No Report

Trustee Eck: No Report

Village Clerk: No Report

Village Attorney: No Report

Village Treasurer: Absent

Village Administrator DuRocher: Administrator DuRocher stated that in his career as a municipal administrator, he has never worked with a finer office staff. They work well together; they play well together. They have made it easy to produce a balanced budget over and over again—36 times in his career!

Assistant Administrator Ferrini:

Important dates:

Spring Clean-Up—week of April 10-14

3rd Annual Shredding and Electronics Removal—April 15

The Winter Photo Contest runs through May.

The Spring Photo Contest starts on June 10

Police Report: No Report

Public Works: Street signs are shown on line and are on display in front of the Village Hall. Check them out and choose your favorite.

PUBLIC COMMENTS: No Comments

FINAL COMMENTS:

Trustee Donnersberger thanked outgoing Trustees Farrell-Mayer, Kennedy, and Metz for their service to the community as trustees over the past years.

ADJORNMENT:

At 9:11 P.M. a motion to go to Closed Session to discuss Personnel per 5 ILCS 120/2(c), Collective Bargaining per 5 ILCS 120/2(c)2 and Review of Closed Session Minutes per 5 ILCS 120/2 (c)21 and to adjourn the Open meeting to begin a Closed Session with no intent to return to Open meeting was moved by Trustee Kennedy; seconded by Trustee Farrell-Mayer.

Motion carried by roll call vote (6-0). Trustees Donnersberger, Eck, Farrell-Mayer, Kennedy, Metz and O'Laughlin voted Yay. No Nay votes.

Meeting adjourned.

Respectfully submitted,

Sharon Allison

Village Clerk