

VILLAGE OF INDIAN HEAD PARK, ILLINOIS

201 Acacia Drive

Indian Head Park, Illinois 60525

**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
7:00 p.m. May 11, 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.”

I. CALL TO ORDER: Mayor Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, May 11, 2023 at the Municipal Facility, 201 Acacia Drive, and was convened at 7:00 p.m. by Mayor Hinshaw.

ROLL CALL: Lisa Bujak, Deputy Clerk

PRESENT (and constituting a quorum):

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

ALSO PRESENT:

- John DuRocher, Village Administrator
- Andy Ferrini, Assistant Village Administrator
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz
- Sharon Allison, Village Clerk
- Maureen Garcia, Village Treasurer
- Argelia Garbacz, Finance Manger-Treasurer
- The Honorable Joanne Rosado
- Lisa Bujak, Deputy Clerk
- Justin Fuller, Water Superintendent
- Michael Kurinec, Police Chief

- Steve Ruban, Police Commander
- David Karaffa, Cable Station Manager

VISITORS:

Approximately 50 residents and guests

II. PLEDGE OF ALLEGIANCE

Recited

III. MAYOR'S REPORT

Federal Funding: Thanks to our US Congressional Representative Sean Casten Indian Head Park has potential for \$947,775 for water main repairs as part of the FY2024 omnibus government funding package. Thanks to John, Andy and staff along with trustee Kennedy for their efforts in working with Representative Casten.

Acacia Drive: This week Strand and the landscaping company have been working on planting 20 trees, bushes and plants along Acacia Drive. Next year the IDOT arborist will come out and inspect the 20 trees and if any need to be replaced they will order the replacements.

Civility Pledge: The Illinois Municipal League (IML), which is Illinois' premier municipal organization recently adopted a Civility Pledge and they ask all municipalities to also adopt the pledge. The pledge seeks to restore civility in local governments, encourage productive dialogue and build public trust. Residents and elected officials are often faced with challenging and complex issues that can spark strong emotions and create conflict. The pledge reads, "In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are all striving to support and improve our community and understanding that we each may have different ideas for achieving that objective."

294 Tollway: The village has worked with the tollway to stop the installation of a new fence along part of Cochise Drive near the Flag Creek bridge, and to get additional plantings for the embankment along Keokuk with landscaping plans due to the village in the late summer or early fall of this year. Final update: As mayor I have always thought of my job as like part of a relay race. To do the best that I can in my time in the office, knowing the work is never done. In the history of the village, a village board has never left the new board over \$2.3 million in unencumbered funds. This board, staff and volunteers should be very proud of their planning, capital investments, improvements in the village and financial stewardship. Tuesday night at an Acacia meeting a resident apologized to the village board that she was wrong for opposing the sidewalk for Acacia Drive. She said the street looks great, the sidewalk is wonderful, and she thanked the board for their vision. I believe the same will be true with the Wolf Road improvements, that it will look much better than it does today when Completed, with vastly improved stormwater management, and of course, be considerably safer. With this meeting I will be turning over the baton to Amy to continue the job.

Employee Anniversaries this month: Argelia Garbacz – 7 years, Don Lorenzen and Jill Pilipchuk – 4 years each.

Happy Mother's Day to all!

IV. PUBLIC COMMENTS

Danielle S. Thank you to the outgoing Mayor and Trustees, you've done an amazing job and thank you for your guidance.

Assistant Village Administrator read a public comment received via email: Hello. This is Laurie Tsukuno, I'm one of the trustees for the Lyonsville cemetery. I wasn't sure if during the public comments if I or you could mention that there is an open invitation to the community to come to the Memorial Day observance at the Lyonsville cemetery. It will be on Monday, May 29th at the corner of Wolf and Joliet Road approximately at 9:45. More info is on the IHP website, and Smoke Signals.

Thank you,
Laurie Tsukuno

V. CONSENT AGENDA:

Trustee Donnersberger moved to approve the consent agenda, seconded by Trustee O'Laughlin.

- A. Approval of the Regular Meeting Minutes of April 13, 2023
- B. Approval of Payables for Period Ending April 30, 2023 in the amount of \$523,355.81
- C. Approval of Preliminary Financial Report – Month Ending April 2023

Financial Report was presented by Treasurer Maureen Garcia:

Cash on Hand on March 31, 2023 \$3,234,819.86

Total All Warrants for April 2023 \$523,355.81

Total Revenues for April 2023 \$708,989.35

Ending Bank Balance on April 30, 2023 \$3,420,453.40

Motion carried unanimously via roll call vote, Trustees Donnersberger, Eck, Kennedy, Metz, O'Laughlin, and Farrell-Mayer voted yes, there were no nay votes.

VI. NEW BUSINESS

A. Resolution 04-2023 Approving the Collective Bargaining Agreement with MAP Chapter #501

Trustee O'Laughlin moved to approve Resolution 04-2023 approving the Collective Bargaining Agreement with MAP Chapter #501, seconded by Trustee Farrell-Mayer.

Administrator DuRocher indicated that the Trustees have before them a four-year agreement with the Police Union and had provided updates to the Board during executive session. The agreement is solid, with both sides compromising to avoid arbitration.

Motion carried unanimously via roll call vote, Trustees Donnersberger, Eck, Kennedy, Metz, O’Laughlin, and Farrell-Mayer voted yes, there were no nay votes.

B. Accepting Canvas of Vote from the Cook County Clerk for the April 4, 2023 Consolidated Election

Trustee Farrell-Mayer moved to accept the canvas of vote from the Cook County Clerk for the April 4, 2023 consolidated election, seconded by Trustee O’Laughlin.

Attorney Brankin stated that the Village is in receipt of the official canvas of votes from the April 4th, 2023 consolidated election. Accordingly, pursuant to State Statute and the Village Code, the motion that is on the table is in order and a vote is recommended so the newly elected officials can be sworn in.

Motion carried unanimously via roll call vote, Trustees Donnersberger, Eck, Kennedy, Metz, O’Laughlin, and Farrell-Mayer voted yes, there were no nay votes.

C. Thank You to Outgoing Officials

- **Treasurer Garcia**

Mayor Hinshaw thanked Treasurer Garcia for her service and help on the Finance Committee. Treasurer Garcia stated that it has been an honor and pleasure to service and we accomplished a lot. Best of luck to the incoming Board.

- **Clerk Allison**

Mayor Hinshaw thanked Clerk Allison and expressed how fantastic her service has been over the past four years. He informed the audience that Clerk Allison is his mother-in-law and mentioned that her minutes are the best minutes he’s ever seen. Clerk Allison stated that she moved to the Village 33 years ago and raised her family. Since then, her family has multiplied and there are more Allison’s living in the Village. Clerk Allison also mentioned that it has been an honor and a privilege to serve along side these very fine people. Clerk Allison finished up by thanking “all of you who came before us, and those of you who will come after us.”

- **Trustee Kennedy**

Mayor Hinshaw thanked Trustee Kennedy for his time service on the Board and also the many committees that he served including Head of Public Works, Head of Tree & Landscape, Economic Development, Shed & Fence and for his contributions to the Village Car Shows. Trustee Kennedy said his best takeaway from his time was the people that he served with. Everyone who currently works for the Village does so because they care. Thank you to all Staff members, especially Public Works crew, it is amazing what they accomplish with only four of you. Trustee Kennedy also thanked the residents for their input and for their help.

- **Trustee Farrell-Mayer**

Mayor Hinshaw thanked Trustee Farrell-Mayer for her many years of service and mentioned how she began serving the Village on the Planning & Zoning Commission, before becoming a Trustee and serving on the Communications Committee and liaison to Planning & Zoning Committee. Trustee Farrell-Mayer said she has lived in the Village for 27 years and raised her family here. She loves this Village and is very proud of all of she and her fellow Board Members were able to accomplish over the last eight years. Trustee Farrell-Mayer listed those she has worked with including: Heidi Lopez, Glenn Mann, Sean Conboy, Amy Wittenberg, Brenda O’Laughlin, Chris Metz, Shawn Kennedy, Charlie Eck, Eileen Donnersberger, and Mayor Hinshaw and commended them on their hard work.

- **Trustee Metz**

Mayor Hinshaw thanked Trustee Metz for his 8 years of service for the Village, including leading the Finance Committee and serving on the Public Works Committee and the Heritage Center Committee. Mayor Hinshaw stated that the Finance Committee is one of the most important committees in the Village and he appreciated Trustee Metz’s leadership. Trustee Metz mentioned that he has been a resident for 17 years and has attended meetings for most of those years. He commented that when he was first elected there was only \$35,000 in the water account and he is proud of how far the Village has come. He is proud of the accomplishments the Board achieved over the last eight years, especially the installation of sidewalks in the Village. He expressed his desire for Wolf Road to move forward in the best way possible and noted that it is easier to undo than to do. He hopes the Village will continue to operate as a small Village rather than as a business. He thanked Village Staff members, Heritage Center docents and residents for helping the Board to make the Village a better place.

Trustee Donnersberger thanked the outgoing Board members and Mayor Hinshaw for serving the Village and for introducing her to public service. She gifted each of the outgoing members with a “Man in the Arena” plaque. Trustee Eck thanked the outgoing members for the work they did especially for the substantial financial changes that were made. He presented each of the outgoing members with an Indian Head Coin.

- **Mayor Hinshaw**

Administrator DuRocher thanked Mayor Hinshaw’s wife for sharing her husband with us for the last 10 years in Indian Head Park and 8 years before that with the School Board. He then presented her with a present as a token of his appreciation. Mayor Hinshaw said he was honored to serve the Village. He thanked his family and also Village Staff. He thanked the Village Attorney and current and past Board members. He wished lots of luck to the new Board in their new endeavors.

D. Oaths of Office – The Honorable Joanne Rosado

Village President Amy Jo Wittenberg, Trustee James Gazis, Trustee Cristina Saldana, Trustee Danielle Svestka, and Treasurer Argelia Garbacz were sworn in by The Honorable Joanne Rosado.

ROLL CALL

President Wittenberg

Trustee Donnersberger

Trustee Eck

Trustee Gazis

Trustee O’Laughlin

Trustee Saldana

Trustee Svestka

All were present, a quorum was established.

VII. WELCOMING COMMENTS BY VILLAGE PRESIDENT WITTENBERG

Thank you all for being here this evening. I am privileged and grateful to have the opportunity to serve our Community as Village President for the next four years, and to work with an energetic and proactive Village Board of Trustees and committed and dedicated staff.

There are many important issues facing the Village of Indian Head Park in the short and long-term, and I am confident we have a Board and supporting committees and commissions that can move the Village forward in a way that is consistent and in keeping with our residents needs and preferences.

There are several details I’d like to share with you regarding key positions in the Village.

John DuRocher, our Village Administrator has previously announced his retirement on June 23rd. We are appreciative of John’s service to our Community and wish him a restful and fulfilling retirement. The Village Administrator position has been posted on various professional municipal administration websites and we will be conducting interviews during the weeks of May 29 - June 9. After June 23rd, as we are awaiting our new Village Administrator, I’ve asked Andy Ferrini our Assistant Village Administrator to serve as Interim Village Administrator until our new hire is in position.

Regarding the Chief of Police Position, we will start the recruiting process for this position over the next month or two, Mike Kurinec will remain in the Chief of Police position until a new Chief has been hired, at which time he will serve as Deputy Chief of Police.

I would like to take the opportunity to thank John and Mike for their service in these leadership positions. Also I'd like to extend a Thank you to our former Village President and Trustees, we are grateful and thankful to inherit a Village in strong financial standing, There is much work to do and we are hitting the ground running, next week we will be meeting with the Tollway regarding the Plainfield Rd Bridge and the fence, discussing our Treasury management options with our bank and reviewing our transition priority lists as we all settle into the new Administration.

We will be forming two new Committees - we have recognized that IHP seniors and families could benefit from a Committee to focus on activities, information and resources benefiting those residents. We will also be establishing a Committee of the whole, where our board can meet together in a public meeting format with, agenda, minutes, and all. It is meant to be a discussion format to share ideas and materials. We can use this Committee to formally move items to the Board for approval.

It gives Trustees a chance to move something to the formal Board agenda if it has the consensus to do so. All of this should make the board meeting a true business meeting and does not require Counsel. One of our goals is to shorten up the monthly VBT meeting and make it truly a brief business meeting, and residents can also choose to attend the Committee of the Whole for details and discussion. It is my preference to have all Committees and Commissions pre-scheduled for the year and they will be posted on the Village Website.

I invite all of you to be active with our team, and step up with your ideas and energy to be part of the solution - throughout the last few months I have been truly inspired by our insightful and energetic residents – keep the momentum and involved moving forward because our Village can only prosper with us all working together.

Thank You!

VIII. NEW BUSINESS CONTINUED

A. Trustee Assignments – President Wittenberg

New Committees:

Family and Senior Connections Primary: Cristina Saldana Secondary: Eileen Donnersberger

Committee of the Whole- All Trustees

Public Works Primary: Charlie Eck Secondary: Cristina Saldana

Landscaping and Trees Primary: Danielle Svestka Secondary: Brenda O'Laughlin

Economic Development Primary: Eileen Donnersberger Secondary: Danielle Svestka

Finance Primary: Charlie Eck Secondary: Brenda O'Laughlin

Communications: Primary: Cristina Saldana

Police: Primary: Brenda O'Laughlin Secondary: Jim Gazis

Jim Gazis 1. Planning and Zoning – Primary 2. Police - Secondary

Cristina Saldana 1. Family and Senior Connections – Primary 2. Communications – Primary
3. Public Works - Secondary

Danielle Svestka 1. Landscaping and Trees – Primary 2. Planning and Zoning – Secondary
3. Economic Development - Secondary

Eileen Donnersberger 1. Economic Development – Primary 2. Family and Senior Connections-
Secondary

Brenda O’Laughlin 1. Police – Primary 2. Finance - Secondary

Charlie Eck 1. Public Works – Primary 2. Finance - Primary

B. Resolution 05-2023 Authorized Banking Signatures

Trustee Saldana moved to approve Resolution 05-2023 authorizing banking signatures, seconded by Trustee O’Laughlin.

Trustee Eck clarified that currently there are two signatures required on all checks.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

C. Open Positions – Treasurer Argelia Garbacz Appointment

Trustee Saldana moved to approve the appointment of Argelia Garbacz to the position of Treasurer, seconded by Trustee Eck.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

D. Ordinance 2023-19 Allowing a Variation at 11326 Arrowhead Trail

Trustee Donnersberger moved to approve the allowance of a variation at 11326 Arrowhead Trail, seconded by Trustee O’Laughlin.

AVA Ferrini provided the Board with some background information on the proposed Ordinance. The petitioner, Ron Durso is requesting a variance to construct an addition outside of the buildable area. Mr. Durso would like to extend his home an additional 5 feet than is currently allowed in the R-1 zoning district. Lots located in an R-1 district in the Village are required to be a minimum of 20,000 square feet. Mr. Durso’s lot is approximately 11,000 square feet which is not uncommon for homes along Arrowhead Trail. Based on the unique circumstance of the home/lot size being non-compliant, staff is recommending approval.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

E. Ordinance 2023-20 Allowing for Dunkin Donuts – STRUCK FROM AGENDA

F. Facility Plan – Refer to Public Works Committee

Trustee Donnersberger moved to refer the Facility Plan study to the Public Works Committee, seconded by Trustee Svestka.

Administrator DuRocher explained how the Facility Study initially began to take a closer look at the Heritage Center, specifically what requirements were needed to bring the building up to code. The study expanded to include Village Hall/Police Department and Public Works facility. Due to the magnitude of the project, Staff recommends referring the Facility Study to the Public Works committee so it can be studied greater.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

G. Task Order 20-02 Amendment No. 1 – Wolf Road

Trustee Saldana moved to approve Task Order with Strand Associates 20-02 No. 1 in an amount not to exceed \$1,737,235.78, an increase of \$434,783.00, seconded by Trustee Eck.

Administrator DuRocher explained that the price increase was initiated from the increased public involvement and input that received last year during the Phase I study. The County listened to the residents and agreed to form a PIP (Public Involvement Plan) and CAC (Corridor Advisory Committee). Both groups will be made up of stakeholders of the project which include our Village, Burr Ridge, Willow Springs, homeowners who live on Wolf Road, MWRD, and Pleasantdale School to name a few. The exact makeup of the groups is yet to be determined, but the County has agreed to have at least one member from the Wolf Road Advocacy Group. The County agrees to assist the Village in holding one public information meeting, however the Village may choose to hold additional public information meetings as it sees appropriate.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

H. Motion to Sunset the Master Sidewalk Plan that was approved by the Village on July 11, 2019 be Sunset as of May 31, 2023.

Trustee Eck moved to sunset the Master Sidewalk Plan that was approved by the Village on July 11, 2019 be sunset as of May 31, 2023, seconded by Trustee Gazis.

Trustee Eck explained that this motion will soften the constraints of the PIP and the CAC moving forward. The safety of children walking to school along Wolf Road is important, however this motion should not require sidewalks on both sides of the road.

Motion carried unanimously via roll call vote with Trustees Saldana, O’Laughlin, Donnersberger, Eck, Gazis and Svestka voting yes. There were no nay votes.

IX. REPORTS

A. Trustees

Trustee Donnersberger provided an update on the Spring Fling that took place on April 29th. It was a first-class event with great vendors and music, an estimated 300 people attended the event. Next year a raffle or some other type of fundraiser may take place to help off-set some of the costs. She thanked the Economic Development Committee and the Board for their hard work towards the event.

Trustee Saldana mentioned that the event was wonderful and she had a lot of fun.

B. Village Clerk

No Report.

C. Village Treasurer

No Report.

D. Village Attorney

No Report.

E. Village Administrator

No Report.

F. Assistant Village Administrator

AVA Ferrini provided totals for the Paint and Electronics Recycling & Shred Event from April. There was a total of 6,780 lbs. of paint, 3,490 lbs. of electronics and 3,427 lbs. of paper that were recycled at the event.

G. Police Department

No Report.

H. Public Works

No Report.

X. PUBLIC COMMENTS

None.

XI. ADJOURNMENT

With there being no additional business to discuss, Trustee Saldana moved to adjourn the meeting at 8:16 p.m., seconded by Trustee Gazis. Motion carried unanimously by roll call vote. The next meeting is scheduled June 8, 2023.

Respectfully Submitted,

Lisa Bujak

Deputy Clerk

Village of Indian Head Park