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, January 10, 2008
7:30 P.M.

★ CALL TO ORDER - MAYOR RICHARD ANDREWS

The regular scheduled meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, January 10, 2008, at the Municipal Facility, 201 Acacia Drive, and was called to order at 7:30 p.m. by Mayor Richard Andrews. Deputy Clerk Kathy Leach called the roll as follows:

★ ROLL CALL: KATHY LEACH, DEPUTY CLERK

PRESENT (AND CONSTITUTING A QUORUM):

Mayor Richard Andrews
Trustee Debbie Anselmo
Trustee Brian T. Bailey
Trustee Anne Bermier
Trustee Carol Coleman
Trustee Norman L. Schnaufer
Trustee Matthew P. Walsh II

ALSO PRESENT:

Frank Alonzo, Chief of Police/Administration
Steve Busa, Treasurer
Monica Kiehl, Counsel, Storino, Ramello & Durkin
Edward Santen, Water/Public Works Superintendent

NOT PRESENT:

Joseph Consolo, Village Clerk (prior personal commitment)

★ PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Richard 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 Andrews and the Board of Trustees paused for a moment of silence in memory of full-time police officer, Jerry Formanski who passed away at his home on January 1, 2008. Mayor Andrews stated that Officer Formanski is survived by his two children, a daughter age 8 and a son age 5. He noted that the Formanski Children's Education Fund has been established at Hinsbrook Bank and Trust located at 63rd Street and Route 83 for anyone who wishes to make a donation.

Mayor Andrews wished everyone a Happy New Year as the Board faces a new year and new beginning. Mayor Andrews stated that the Board Room was recently painted and the work was entirely completed in-house by the Public Works Department staff. He thanked Superintendent Ed Santen and the Public Works staff for a job well done. Mayor Andrews thanked Village of Indian Head Park resident Mary Sanny who donated a check in the amount of $200.00 to the Indian Head Park Heritage Center and an additional $200.00 to the Indian Head Park Police Department. Mayor Andrews stated that it is through efforts such as Ms. Sanny that Indian Head Park continues to prosper. Mayor Andrews quoted the following statement from a recent Suburban Life news article "*finest residents make community what it is — if the wealth of a community is measured by the value of its resources, then by measure Western Springs and Indian Head Park are these communities*".

Mayor Andrews stated that he received a telephone call from Branden Houlihan from the Cook County Assessor's Office who informed the Village that the Lyons Township Assessor's Office is now open for appeals regarding property taxes and the appeal period will end on February 11, 2008.

★ **CONSENT AGENDA**

- ***Approval of Resolution and Engineering Agreement for Fiscal Year 2007/2008 for the MFT Street Maintenance Program (Resolution #R1-08-1)***
- ***Approval of an Ordinance Amending the Municipal Code Entitled "Right-of-Way Utility Construction Standards and Amending Title 15, Entitled Buildings and Construction of the Municipal Code" (Ordinance #08-1)***

Mayor Richard Andrews entertained a motion to approve the Consent Agenda items as presented.

Trustee Coleman moved, seconded by Trustee Anselmo, to approve the Consent Agenda items, as presented to the Board for approval. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh
Nay: None
Absent: None

- **APPROVAL OF BOARD MEETING MINUTES**

Minutes of the Regular Board Meeting - December 6, 2007

After review of Board meeting minutes, Trustee Schnaufer moved, seconded by Trustee Bermier, to approve the December 6, 2007 regular Board meeting minutes, as presented. Carried by unanimous voice vote (6/0/0).

- **FINANCIAL REPORTS - TREASURER BUSA**
  Approval of Financial Report for the month ending November 30, 2007
  Approval of Financial Report for the month ending December 31, 2007

Treasurer Busa presented the financial reports for the months ending November 30, 2007 and December 31, 2007. For the month of November, he noted: (1) total revenues were $309,249.69; (2) expenditures were $387,877.75 and; (3) total fund balances in all accounts at the end of November were $412,422.62. For the month ending December 31, 2007, Treasurer Busa noted: (1) total revenues were $322,587,08; (2) expenditures were $243,255.25 and; (3) total fund balances in all accounts at the end of December were $497,208.53. Trustee Schnaufer moved, seconded by Trustee Coleman, to approve the financial reports for the month ending November 30, 2007, and December 31, 2007, as presented by Treasurer Busa. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh
Nay: None
Absent: None

AGENDA ITEMS

1. Cellular Tower License Agreement between the Village of Indian Head Park and American Tower Asset Sub., LLC

Mayor Andrews stated that a request for an amendment to the license agreement between American Tower Asset and the Village of Indian Head Park was presented to the Village and the Board discussed the amendment to the license agreement at the December 2007 meeting. Mayor Andrews noted that one item discussed at the last meeting was to request that American Tower Asset increase the liability insurance coverages and Counsel Ramello at the last meeting advised that the Intergovernmental Risk Management Agency would provide coverage to the Village should there be a claim that would exceed the maximum insurance limits provided by American Tower. Mayor Andrews also noted that the Board reviewed the amendment to the license agreement that would extend the terms of the agreement through the year 2029. The initial agreement in 1994 allowed for renewals of the agreement in five year intervals. He noted that the proposed agreement is consistent with similar industry agreements with cellular tower companies and the extension on the lease agreement is to allow for possible future expansions.

Mayor Andrews pointed out that an extension of the lease agreement would allow American Tower to market space for a co-location on the tower that would also bring additional revenue to the Village. He noted that additional co-locations would generate an additional $500.00 per month with 3% annual increased. Mayor Andrews recommended approval of the amendment to the license agreement with American Tower. Frank Alonzo stated that he has received one request for approval for a co-location on the American Tower that can be signed once the Board approves the amendment to the agreement. Mayor Andrews noted that the Village receives approximately $1,600 per month (with 4% annual increases) from American Tower and the co-location would provide an additional $500 per month (with 3% annual increases).

Trustee Walsh moved, seconded by Trustee Bailey, to approve the amendment agreement between American Tower Asset and the Village of Indian Head Park. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh
Nay: None
Absent: None

2. Sub-Committee Assignments - Mayor Andrews

a. Arrowhead Memorial Pointe (Coleman/Bailey)
b. Heritage Center (Bermier, Walsh, Pellegrino)
c. Fees/Licenses - Rates (Anselmo/Schnaufer)
d. Public Works - Street Improvements (Coleman/Schnaufer)
e. Water Rates - (Bailey/Mayor Andrews)
f. Federal Transportation Bill Recommendation (Walsh/Andrews)

Mayor Andrews stated that he is designating Board members to Sub-Committee assignments to review and gather information regarding various issues that will come before the Board for possible consideration and a vote. Mayor Andrews asked each Sub-Committee to study each issue, determine a course of any action and to provide a recommendation to the Board. Mayor Andrews stated that donations have been received previously over the past couple of years for development and landscaping of the Village's passive park "Arrowhead Memorial Pointe". Trustee Coleman and Trustee Bailey have been assigned to determine what can be accomplished with the available funds that were donated. Trustee Bermier suggested that possibly the Sub-Committee assigned to Arrowhead Memorial Pointe could meet again with Mrs. Hampton. Trustee Bermier noted that she and Trustee Anselmo previously met with Mrs. Hampton a year or two ago because she donated money for the passive park in remembrance of her husband Marshall Hampton. Trustee Bermier stated that a landscape design plan for Arrowhead Memorial Pointe was previously discussed and the information will be shared with the Sub-Committee. Mayor Andrews appointed Trustee Bermier, Trustee Walsh and Heritage Center facilities docent Rich Pellegrino to the Heritage Center Sub-Committee.

He noted that the Heritage Center building is in need of maintenance including painting and funds are earmarked in the budget this year for those purposes. Mayor Andrews asked the Sub-Committee to analyze what needs to done at the Heritage Center, to determine the cost to complete any structural work as well as maintenance items and the funds that are available.

Mayor Andrews appointed Trustee Anselmo and Trustee Schnaufer to the Sub-Committee to analyze various fees charged by the Village for business licensing, permits and zoning matters. He noted that it has been five years since the Village has reviewed various fees. Mayor Andrews asked the Sub-Committee to review various fees and provide a recommendation if any adjustments or increases are in order. Mayor Andrews noted that Administration staff will work with the Sub-Committee to gather information from surrounding communities as well as the West Central Municipal Conference regarding fees established for various licenses, permits, zoning matters. Mayor Andrews asked that preliminary fee comparisons be compiled by January 24th for review by the Sub-Committee with a preliminary report regarding recommendations to the Board by February 7th. He noted that the Board will discuss the matter at the February 14, 2008 Board meeting. Mayor Andrews appointed Trustee Coleman and Trustee Schnaufer to a Sub-Committee to study public works and street improvements. He asked the Sub-Committee to analyze whether the present methodology used to determine street rehabilitation is the best method under the economic conditions and revenues.

Mayor Andrews stated that traditionally the Village has identified various streets that are in need of maintenance by utilizing Motor Fuel Tax funds within the budget after seeking bids on the scope of work to be completed. Mayor Andrews asked the Sub-Committee to research whether a combination of Motor Fuel Tax fund revenues as well as a bond issue would allow for the Village to complete a larger scope of work to be completed on streets that are in need of maintenance. Mayor Andrews stated as an example only that if the Village were to complete 50% of the street maintenance projects in town one time would it be feasible to pay that project off with Motor Fuel Funds and a bond issue. Then, when that is paid off possibly the other 50% of the road work could be completed by a bond issue and other Motor Fuel Tax funds. Mayor Andrews stated that a larger street maintenance project to complete at one time may be more economical with a better rate from a contractor than to complete smaller projects each year.

Mayor Andrews stated that he and Trustee Bailey will analyze water rates currently charged by the Village. He noted that Countryside notified the Village of Indian Head Park that the City of Chicago is increasing the pass-through water rate to Countryside who in turn increased the water rate to Indian Head Park by .25 per 1,000 gallons of water effective January 1, 2008, in 2009 the increase from Countryside to Indian Head Park will be .29 per 1,000 gallons and the year after at least .31 per 1,000 gallons. Mayor Andrews stated that in addition to the current rate increase from the City of Countryside, .03 per 1,000 gallons of water was passed along from Countryside in March of 2007 and absorbed by the Village without an increase at that time to the residents of Indian Head Park.

Mayor Andrews stated that there are also costs involved to maintain water infrastructure, equipment and supplies to provide water to the community and those costs will also be analyzed to determine if increases are necessary. Mayor Andrews further stated that he and Trustee Walsh will analyze the Federal Transportation Bill. Mayor Andrews noted that the Federal government passes a Federal Transportation funding bill every six years and the next Transportation Bill will be voted upon and implemented in 2009. Mayor Andrews stated that he and Trustee Walsh will gather any information that needs to be submitted to Congressman Lipinski as it relates to Indian Head Park to benefit the community. Mayor Andrews stated that everyone in the community pays state, federal and local taxes and if there are any Federal tax dollars that can benefit Indian Head Park, those issues will be explored.

Mayor Andrews asked each Sub-Committee to research the various topics assigned and to provide a recommendation to the Board by the March Board meeting with the exception of the fees comparison that will be discussed at the February Board meeting.

QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

There were no questions or comments from the audience.

EXECUTIVE SESSION

Trustee Walsh moved, seconded by Trustee Coleman, 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 and ***5 ILCS 120/2 (c) (5)*** to discuss land acquisition. Carried by unanimous voice vote (6/0/0).

RETURN TO THE PUBLIC MEETING

Trustee Coleman moved, seconded by Trustee Bermier, to return to the regular Board meeting. Carried by unanimous voice vote (6/0/0).

ADJOURNMENT

There being no further business to discuss, Trustee Walsh moved, seconded by Trustee Schnaufer, to adjourn the regular Board meeting at 9:10 p.m. Carried by unanimous voice vote (6/0/0).

Respectfully Submitted,
Kathy Leach, Deputy Clerk/Recording Secretary