

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

May 14, 2020

“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, May 14, 2020, 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 at Village Hall)
- Trustee Sean Conboy (via Zoom)
- Trustee Rita Farrell-Mayer (via Zoom)
- Trustee Shawn Kennedy (via Zoom)
- Trustee Christian Metz (via Zoom)
- Trustee Brenda O’Laughlin (via Zoom)
- Trustee Amy Wittenberg (via Zoom)

ALSO, PRESENT:

- John DuRocher, Village Administrator (physically present at Village Hall)
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz (via Zoom)
- Maureen Garcia, Village Treasurer (via Zoom)
- Linda Merrifield, Deputy Clerk and Administrative Assistant (physically present at Village Hall)
- Nick Tantillo, Cable Station Manager (physically present at Village Hall)
- Steven Stelter, Police Chief (physically present at Village Hall)

VISITORS: None Present

ADOPTION OF TEMPORARY RULES REGARDING PUBLIC PARTICIPATION

Motion was made to adopt the following temporary rules for this Board meeting only by Trustee Metz.

- a. The maximum capacity for the Board room shall be 10, including elected officials and required staff.**
- b. Prior commenting, each person shall state his/her name and address for the record, at the beginning of such address.**
- c. Each person shall be granted no more than three minutes for the entire meeting unless such time is extended by the Mayor.**
- d. Persons submitting questions may only do so via text or email to the provided numbers.**

Motion seconded by Trustee Farrell-Mayer.

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

MAYOR’S REPORT:

Coronavirus:

We are following the lead of our Governor and regional leaders. The best way that we all help to prevent coronavirus from spreading is to practice social distancing, stay at home, wash your hands, avoid touching your face, cover a cough and sneeze, and stay at home if you are sick. Cook County has listed Indian Head Park with 29 confirmed cases of Covid-19 with 6 deaths. Most of these cases are at Briar Place Nursing and Rehabilitation home. In our locality, Pillars is offering Covid-19 testing. The state reports that it has been doing 29,000 cases per day; this is up from 7,000 tests per day several weeks ago.

Some of our essential businesses are still open. Please support Oak Pantry, Capri-to-Go, 7-11, the UPS store, Walgreens, and all our open businesses.

Lastly, I have seen many more people in our beautiful Village out walking, running and riding bikes. I think it is important to get some exercise and a chance to clear our heads. Please practice good social distancing.

Sidewalks—4 main areas:

Acacia—We are still waiting on the state for the approval of plans between our Village and Strand, our engineering firm. We hope to have plans by the end of June which would lead to an August vote. Construction is planned for 2021.

Plainfield Road—Emails have been received regarding the kick-off meeting for the Phase 1 of the Plainfield Road sidewalk from the bridge in Indian Head Park to East Avenue in Countryside.

Wolf Road—This project is from Plainfield Road south to 79th Street. The County has slowed down approval of this project at this time.

Joliet Road—No new updates.

I-294 Update:

Work is to begin on the ramps in our area later this year. Some sanitary sewer work across from the tollway will take place later this year.

2020 Census:

We are at 77% completion of the census in IHP, making us 3rd in completion in the township. I strongly encourage every person to be counted in the census.

Police Chief News:

Steve Stelter, our police chief, has just completed his term as president of the Illinois Association of Chiefs of Police. Congratulations to Steve.

Restore Illinois:

Administrator DuRocher gave a synopsis of the 5 Phase plan to get back to normal again during the pandemic. The State has been divided into 12 areas. Indian Head Park is in Area 8 which mostly consists of DuPage County. Phases 1 and 2 have been in operation since the beginning. Phase 3 will begin perhaps this week. It will include outdoor activity with social distancing and the sale of restaurant food on a pick-up basis. Phases 4 and 5 are in the future and will be determined as continued improvement takes place. Trustee Kennedy questioned if the necessary information would be passed on to the IHP business owners. Administrator DuRocher assured the Board that owners would receive the information.

PUBLIC COMMENTS: (Via Zoom)

Several resident families requested opening a discussion on allowing chickens in the Village. Trustees asked questions about the present coyote population, the look of a coop, the length of a run, the neighbors' reactions.

A resident questioned the cost of water per thousand gallons that is paid to Countryside. Currently the charge is \$6.24 per thousand gallons. As of May 1, the cost will increase to \$6.31. The cost to residents per thousand gallons as of May 1 will be \$11.37.

A question was asked by a resident about a loss in water pressure recently. Administrator DuRocher explained that there had been a slight problem at the pump house that was immediately corrected.

Another resident requested the Board to vote to allow waiving fees for use of credit cards and/or electronic checks for bills (ie., water) or fees (ie., auto stickers).

Another resident requested the Board to consider Saturday morning meetings.

CONSENT AGENDA:

Motion to Establish Consent Agenda as Printed.

Moved by Trustee O’Laughlin; seconded by Trustee Farrell-Mayer.

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

Motion to Approve Consent Agenda as Established.

Moved by Trustee Wittenberg. Seconded by Trustee Kennedy.

- A. Approval of Regular Meeting Minutes of April 9, 2020
- B. Approval of Payables for the Period Ending April 30 ,2020
- C. Approval of Preliminary Financial Report Ending April 30, 2020
- D. Tabling Ordinance 2020-06—Native Plantings, until the June Meeting
- E. Sale of Surplus Property, Ordinance 2020-12
- F. Reappointment of Earl O’Malley to the Board of Fire and Police Commission for a term expiring April 30, 2021
- G. Reappointment of Greg Scovitch to the Planning and Zoning Commission for a term expiring April 30, 2023
- H. Appointment of a new member to the Planning and Zoning Commission for a term expiring April 30, 2023
- I. Waiver of Credit Card Fees/Online Payment Fees until October 31, 2020

Financial Report was presented by Treasurer Garcia. Cash on Hand on March 31, 2020, was \$2,505,489.75. Payables amounted to \$547,362.42. Total Revenues amounted to \$509,929.72. Ending Balance on April 30, 2020, was \$2,468,057.05.

Trustee Wittenberg announced that the new member to the Planning and Zoning Commission has been named. Dan Helm will be the new member of the Commission.

Mayor Hinshaw thanked Earl O’Malley for his service as a Board Member on the Fire and Police Commission. He also thanked Greg Scovitch for his service on the Planning and Zoning Commission.

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

NEW BUSINESS:

A. CONTRACTORS LICENSES DISCUSSION/CONSENSUS WATER HEATER PERMITTING REQUIREMENTS

Motion to give consensus to the Administrator’s recommendation that contractors licenses be only required in cases where a building permit is necessary was moved by Trustee Metz; seconded by Trustee Kennedy.

Administrator DuRocher explained that according to the current ordinance, we should not be charging a fee for a job that does not require a building permit. His recommendation is to continue to require a contractor license, but only charge a fee when a permit is issued.

Regarding a necessity of requiring a permit for a licensed plumber to install a water heater, Administrator Durocher recommended to continue using a permit. This secures safety. The fee for the permit could be dropped from \$100 to \$65. After several Trustees expressed opinions (no need for a fee), a vote was taken on this issue of requiring a permit for a water heater installation at a fee of \$65.

Motion carried by roll call vote (4-2). Trustee Farrell-Mayer, Kennedy, O’Laughlin, and Wittenberg voted Yay. Trustees Conboy and Metz voted Nay.

B. TASK ORDER 2020-01—PUMP STATION IMPROVEMENTS BY STRAND AND ASSOCIATES

Motion to accept the task order as submitted by Strand and Associates for the proposed pump station improvements study in an amount not to exceed \$19,650 was moved by Trustee Kennedy; seconded by Trustee Farrell-Mayer.

Administrator DuRocher explained that the pump station has not had any major improvements in decades. This proposed improvement will upgrade the pumps and the electric panel. Administrator DuRocher plans to apply for a grant through the Rebuild Illinois project.

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

C. DISCUSSION—GARBAGE BIDS

Administrator DuRocher reported that 3 companies bid on Village garbage pick-up—SBC, Groot, and Lakeshore. Lowest bid came from SBC, but it has had no experience with municipal customers. Groot and Lakeshore had higher bids, and municipal experience. Numerous pros and cons were discussed.

No one bid on leaf pick-up. There is too much of an unknown in this area. And it is not a money-maker for the companies. The possibility of doing the leaf pick-up in house would cost about \$40,000 per year, plus an additional \$40,000 the first year for purchasing necessary equipment.

All trustees agreed to continue further discussion and research about the leaf pick-up situation before a vote is taken on the Village garbage pick-up.

D. DISCUSSION—DRAFT ORDINANCE FOR ADMINISTRATIVE TOWING FEE FOR POLICE DEPARTMENT

Administrator DuRocher explained that this issue involves a towing fee of a vehicle when the vehicle has been impounded by the police department. Counselor Brankin stated that these fees could be appealed through the Village Adjudicating system which is already in place. This “tool to enforce” would generate about \$30,000 per year. The Board recommended preparing an ordinance for a vote at a future meeting.

E. DISCUSSION—AMENDMENTS TO VILLAGE CODE REGARDING OUTDOOR DINING/LIQUOR LICENSES

This discussion revolves around the restaurants in IHP and the restrictions they face during the Covid-19 pandemic. The question is—could there be a temporary (until the end of October) ordinance allowing alcohol with dining to be served outside of the restaurant—on the sidewalk or even into the parking lot fronting the restaurant. This would generate a start to the economy for these Village business owners. The Board requested a go-ahead to provide such an ordinance for a future meeting.

F. DISCUSSION—DRAFT ORDINANCE FOR REMOTE MEETING PARTICIPATION

Administrator DuRocher brought up the issue of attendance of Board meetings from an audio/video position in a future time when pandemic restrictions are in force. The Board asked Administrator DuRocher to draft such an ordinance for consideration.

G. DISCUSSION—DRAFT ANNEXATION ORDINANCE

Administrator DuRocher explained that the Village is in the process of annexing property (1 lot) along 70th Place. (The owner, Bob Pape, will be in attendance at the June meeting. It is at that meeting that the annexation vote will take place. Annexing this property will allow the Village greater opportunity in its zoning.

H. DISCUSSION--KEEPING OF CHICKENS IN THE VILLAGE

Trustees Farrell-Mayer and O’Laughlin requested copies of the ordinances regarding chickens from Western Springs and Darien. Trustee Conboy requested pictures of chicken coops. Administrator DuRocher will look into more information before recommending bringing this ordinance before a vote.

REPORTS:

TRUSTEES: None

VILLAGE CLERK: None

VILLAGE TREASURER: None

VILLAGE ATTORNEY: Attorney Brankin explained that he has been meeting with Administrator DuRocher regarding loss of revenue (primarily from the state) as a result of the pandemic. Some additional sources of revenue that are available for non-home rule municipalities are taxes on video gaming devices, streaming services, and ride shares.

Trustee Wittenberg requested that Attorney Brankin also look into cell phone towers revenue trends and Comcast revenue trends.

VILLAGE ADMINISTRATOR: Administrator DuRocher commented that anyone with questions about Restore Illinois should contact him.

He also informed the Board that he is planning to apply for grant money from Rebuild Illinois. This will mainly be for capital projects: the pump station, storm water drain-off improvements and shopping center revitalization. The minimum amount of the grant is \$250,000. This will be further discussed at the June meeting.

Trustee Wittenberg questioned cracking roadsides from soft shoulders in front of homes, particularly noticeable in Old Town.

There will be another Town Hall meeting regarding the Garbage decision. This will be streaming on May 20.

Administrator DuRocher stated that he placed a revised version of the Native Plantings ordinance in each Board Member's packet. Please send him any thoughts about this revised ordinance.

POLICE REPORT: Chief Stelter gave his report of the police calls and of tickets issued for the month.

He told of training, both virtual and on-line. He thanked Trustee O'Laughlin for bringing lunch to the department last week. All is going well. All are healthy.

PUBLIC COMMENTS: None

At 8:54 P.M. Trustee Wittenberg motioned to adjourn to closed session for the purposes of discussion regarding the purchase or lease of real estate per 5 ILCS 120/2(c)5; seconded by Trustee O'Laughlin.

Motion carried by voice vote.

At 9:20 P.M. Trustee Farrell-Mayer motioned to adjourn the Open Session; seconded by Trustee O'Laughlin.

Motion carried by voice vote. Meeting adjourned.

**Sharon Allison
Village Clerk**