

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

February 13, 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, February 13, 2020, 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 Rita Farrell-Mayer
- Trustee Shawn Kennedy
- Trustee Christian Metz
- Trustee Brenda O’Laughlin
- Trustee Amy Wittenberg

ABSENT:

- Trustee Sean Conboy

ALSO PRESENT:

- John DuRocher, Village Administrator
- Mike Kurinec, Acting Chief of Police
- Robert C. Kenny, General Counsel, Schain, Banks, Kenny & Schwartz
- Maureen Garcia, Village Treasurer
- Linda Merrifield, Deputy Clerk and Administrative Assistant
- Argelia Garbacz, Finance Manager
- Andy Ferrini, Village Administrator Intern
- Byrne Lindsay, Cable Station Operator

VISITORS:

7 Indian Head Park Residents plus family members and friends attending the Swearing-in Ceremony of Police Chief Steven Stelter.

APPOINTMENT OF CHIEF OF POLICE—RESOLUTION 02-2020

A slight alteration was made in the meeting agenda. Under New Business, the appointment of a new Chief of Police was moved forward by Mayor Hinshaw who nominated Steven Stelter to the position of Chief of Police. He asked the Board to approve the resolution approving the employment agreement as part of the nomination.

Trustee Wittenberg moved to accept Mayor Hinshaw’s nomination and approval of Resolution 02-2020 authorizing the Village to enter into an employment agreement with Chief Stelter; seconded by Trustee O’Laughlin.

Administrator duRocher announced that Steven Stelter was at the top of the 32 candidates who applied for the position of Chief of Police. We are happy to have him.

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

Chief of Police Steven Stelter was sworn into office by Trustee O’Laughlin. Many family members and friends were present to support and congratulate the new Chief.

PROCLAMATION—LEAGUE OF WOMEN VOTERS RESOLUTION 01-2020

The Village of Indian Head Park proclaims February 14, the 100th Anniversary of its formation, as League of Women Voters Day in the Village. This Proclamation was delivered by Trustee Wittenberg.

RECOGNITION OF FORMER TRUSTEE GLENN MANN

Mayor Hinshaw presented former trustee Glenn Mann with a plaque for his dedicated service to Indian Head Park. Mr. Mann thanked the Village and stated that in his 22 years of serving on the boards of the park district, the school district, and the Village Board, he had found great pleasure in working with the IHP Board under the guidance of Mayor Hinshaw.

MAYOR’S REPORT:

I-294 Update—The Village continues to coordinate closely with the Illinois Tollway on plans, aesthetics, opportunities and work related to the Tollway improvements. There is potential that a road will be established in the Triangle between Vine and Wolf Roads. We are in discussions with the Tollway over signage on the 2 bridges in IHP. Current Tollway work is taking place on the mile-long bridge and the BNSF bridge over 47th Street. Tree clearing adjacent to the Tollway is also taking place. Later this year the Tollway will begin work on the I-55 and I-294 ramps.

Sidewalks—The following updates are in order of potential installation:

- Acacia Drive—In May we are expecting to get the options for the sidewalk. We heard the concerns of our residents, so we have asked our Village Engineer to provide options for the Acacia Drive sidewalk.
- Plainfield Road—When the Tollway and County replace the bridge over the I-294, we look to get a new sidewalk installed.
- Wolf Road—This project runs from Plainfield Road south to 79th Street. We are working with the County over the Phase 1 for the Wolf Road project. It involves installing a complete street which includes a new road with curbs and gutters on both sides, a center turn lane and sidewalk/pedestrian access on both sides of the road. The Wolf Road right-of-way is approximately 100 feet from side to side. This is about 30-40 feet from the edge of the road. Anyone can see the right-of-way on line at the Cook County Viewer.
- Joliet Road—In the current state budget, there is \$320,000 for work related to this road. There is \$150,000 for property acquisition; and \$170,000 for lighting along Joliet Road. We have provided Senator Collins more options for potential funding for the state budget. We have also recently received work about a potential bike lane from Wolf Road to East Avenue which would be in place from IHP through Countryside and Hodgkins.

PUBLIC COMMENTS:

Resident Carrie Dillon thanked the Village Board for approving the resolution acknowledging the Proclamation congratulating the 100th Anniversary of the League of Women Voters.

CONSENT AGENDA:

Motion to Establish Consent Agenda as Printed.

Moved by Trustee O’Laughlin. Seconded by Trustee Kennedy.

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

Motion to Approve Consent Agenda as Established.

Moved by Trustee Farrell-Mayer. Seconded by Trustee Wittenberg.

Financial report was presented by Treasurer Garcia. Cash on Hand on December 31, 2019, was \$2,192,372.77. Payables amounted to \$446,261.84. Total Revenues amounted to \$244,572.20. Ending Balance on January 31, 2020, was \$1,990,683.13.

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

NEW BUSINESS:

A. APPOINTMENT OF CHIEF OF POLICE—RESOLUTION 02-2020.

(Previously conducted at the beginning of this meeting.)

B. RESOLUTION 03-2020, INTERGOVERNMENTAL AGREEMENT WITH THE TOLLWAY AUTHORITY

Trustee Metz moved to pass Resolution 03-2020, a resolution approving the Village entering an intergovernmental agreement with the Illinois Tollway Authority for land conveyance; seconded by Trustee O’Laughlin.

Administer DuRocher explained that the Tollway needed a few parcels of land for storm water management. Negotiations took place between the Village and the Tollway to trade small spaces that we owned while receiving around \$500,000 toward road development. Administrator DuRocher recommended a Yay vote on this resolution.

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

C. and D. ORDINANCE 2020-04, GAMING LICENSE REDUCTION and ORDINANCE 2020-05, LIQUOR LICENSE REDUCTION

Trustee Farrell-Mayer moved to pass Ordinances 2020-04 and 2020-05, ordinances allowing for the reduction in the number of liquor and gaming licenses in the Village of Indian Head Park; seconded by Trustee Wittenberg.

Administrator DuRocher explained that The Village controls Gaming and Liquor licenses. The State law demands that a business must have a Gaming license before a Liquor license can be issued. Salon Suites recently received a Gaming/Liquor license that it wishes to return to the Village. The Administrator recommends that the Board honor this request by reducing the number of liquor/gaming licenses in the Village.

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

E. ORDINANCE 2020-06, FIRST READING OF NATIVE PLANTINGS PROPERTY MAINTENANCE CODE REVISION (Discussion Only)

Discussion followed as to tightening what consists of native plantings around a house. This topic is being addressed because several houses in the village are allowing yards to go untended. This discussion will be presented to the Planning and Zoning Commission to be considered.

F. TASK ORDER—THOMAS ENGINEERING—WOLF ROAD REPAIR, 2020 ROAD PROGRAM

Trustee Metz moved to accept the Task Order submitted by Thomas Engineering in an amount not to exceed \$81,226.91; seconded by Trustee O’Laughlin.

Administrator DuRocher explained that the bid for the cost of the road repair of Wolf Road came in lower than expected. Passing this Task Order will ensure that the cost charged will not be higher than this price.

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

G. PURCHASE OF CONTROLLING VALVE COMPONENTS FOR A COST NOT TO EXCEED \$17,129.00

Trustee Metz moved to approve the purchase from Dorner Company for a controlling valve repair/installation for a cost not to exceed \$17,129.00; seconded by Trustee Farrell-Mayer.

Administer DuRocher explained that a valve that supports the water system needs to be repaired. Dorner Company is the sole-supplier of this product. Its repair will last for several decades. Administrator DuRocher recommends this repair at this cost to be approved by the Board.

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

H. FIRST READING OF THE 2020-2021 BUDGET AND CAPITAL PLAN

Administrator DuRocher announced the first reading of the 2020-2021 budget. He explained that another reading will take place in March before a vote is taken in April. In addition, the Finance Committee will also study the proposal. The extra money that is available in the budget will be used in capital endeavors. We maintain a 4-month supply of cash reserves to continue operations. In review of the budget—revenue is increasing; operating expenses are within budget.

I. VILLAGE GOALS

The Goals for 2019-2020 were:

- Infrastructure
- Sidewalks
- Leaf Pick-up

The Goals for 2020-2021 that are being considered are:

- Proactive Marketing of the Triangle
- Façade improvement at Indian Head Plaza
- Spruce Up signage at entrances to Village
- Develop a 5-year plan for the Heritage Center
- Additional community events
- Infrastructure
- Security Cameras at entrances to each neighborhood
- Refuse franchise agreement
- Planned Unit Development (PUD) for 70th Place
- Electronic sign at Heritage Center

REPORTS:

TRUSTEES:

Trustee Metz brought forward a discussion regarding contractor licenses in the Village. This issue was originally discussed at a Finance Committee meeting. Several scenarios were discussed with a result that the issue would be further discussed at the next Village meeting. Trustee Metz brought up the upcoming Coffee and Donuts gathering with residents having the opportunity to visit with Mayor Hinshaw and new Police Chief Steven Stelter which will be held toward the end of March (date TBD).

Trustee Wittenberg reported on Economic Development. Mayor Hinshaw and Administer DuRocher met with the business owners from the Triangle to get feedback from their perspective. An Economic Development committee meeting will be taking place in March. Any residents who are interested in joining this committee as a member should get in touch with Trustees Wittenberg or Conboy.

Trustee O’Laughlin announced that the annual Easter Egg Hunt will be held in Blackhawk Park at 11:00 A.M. on Saturday, April 11. Mark your calendar.

VILLAGE CLERK: No Report

VILLAGE TREASURER: No Report

VILLAGE ATTORNEY: No report

VILLAGE ADMINISTRATOR:

- Administrator DuRocher congratulated the entire Village staff. There were no Workers’ Compensation claims for the year. This will advantageously affect the cost of insurance in the future.
- Bids for Leaf Pick-Up go out on February 14, 2020. This is a complicated bid because single-family homes, townhouses, and condominiums are all being considered. Leaf vacuuming, brush pick-up, Amnesty Day, etc, are all being considered along with garbage pick-up. A Town Hall meeting will take place after bids come in in April.
- The Water Main Project is on hold until spring when landscaping restoration will take place.
- Last year 101 Building Permits were issued.

POLICE REPORT:

Acting Chief of Police Kurinec reported that the November car accident that occurred in the Village actually is in the Closing-Up stage with unanswerable questions due to lack of information. He announced that the police department connection with the Cook County 911 Dispatch program had been a good fit. Various training sessions for officers took place. A question about the status of Briar Place and its many calls per day have caused concerns among Board members. Trustee Metz and Mayor Hinshaw thanked Officer Kurinec for serving as Interim Chief after the death of Police Chief Robert Cervenka.

PUBLIC WORKS:

Mayor Hinshaw thanked our public works team for the fine work they have done with snow removal this winter season.

PUBLIC COMMENTS:

Bill Kenney, Municipal Manager of Lakeshore Recycling Systems, questioned the bidding process for the trash and leaf removal project. He was directed to Andy Ferinni, Village Administrator Intern, who provided him with additional information.

At 8:51 P.M. Trustee Farrell-Mayer motioned to adjourn to Closed Session to discuss the following:

5 ILCS 120/2(c)(1)—The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee

(c) (21)—Review of Closed Session Minutes

Motion seconded by Trustee Wittenberg.

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

At 9:35 P.M. Trustee Farrell Mayer motioned to adjourn the Open Session; Seconded by Trustee Wittenberg.

Motion carried by voice vote. Meeting adjourned.

**Sharon Allison
Village Clerk**

