

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

BOARD OF TRUSTEES
OPEN SESSION MINUTES

March 11, 2021

“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, March 11, 2021, 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)
- Trustee Rita Farrell-Mayer (attended via Zoom)
- Trustee Shawn Kennedy (attended via Zoom)
- Trustee Christian Metz (attended via Zoom)
- Trustee Brenda O’Laughlin (attended via Zoom)
- Trustee Amy Wittenberg (attended via Zoom)

ABSENT:

- Trustee Sean Conboy

ALSO PRESENT:

- John DuRocher, Village Administrator (physically present)
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz (attended via Zoom)
- Maureen Garcia, Village Treasurer (attended via Zoom)
- Argelia Garbacz, Finance Manager (attended via Zoom)
- Linda Merrifield, Deputy Clerk and Administrative Assistant (physically present)
- Andy Ferrini, Village Administrator Intern (physically present)
- David Karaffa, Cable Station Manager (physically present)

Several residents attended via Zoom

MAYOR'S REPORT:

Mayor Hinshaw reviewed the rules pursuant to Public Act 101-0640 prior to the meeting.

Governor's Executive Order:

The Village continues to operate under the emergency declaration of the Governor with regards to the Open Meetings Act. To this end, the Village Board will still conduct its meetings remotely. The Village will record this meeting and will make it available on its website as soon as possible after the meeting. Until the Executive Order is lifted, the Village will conduct its business 100% remotely. Our plan at this point is not to go to the hybrid system where some of the public attends remotely and some attend in person. We are planning to either be in 100% physical attendance or 100% remote attendance. Persons wishing to submit questions tonight may do so via text message, via e-mail, or verbally through Zoom during the public comment portions of the meeting. At some point in the future, hopefully, we will be returning to pre-pandemic meetings. Restaurants are now able to operate up to 50% capacity or 50 people per room, whichever is lower.

Coronavirus:

The Cook County Department of Public Health has determined that Indian Head Park has 257 confirmed cases of Covid-19 since the beginning of the pandemic. This is a 2% increase since our last Village Board meeting with only 4 new cases reported. In Cook County we have 10% of the population fully vaccinated. We have posted a vaccine sign-up from the Cook County Department of Public Health on our village website.

Sidewalks: 4 Main Areas in the Village's Sidewalk Master Plan:

Acacia Drive: New sidewalks will be added this summer (2021) alongside the new Acacia Drive on the east side. **Reminder—Acacia Drive will be dusty and messy all summer.**

Plainfield Road and Wolf Road: Both in a Phase I Study. We are expecting to have Wolf Road alternatives available in May for resident review. There will be public meetings for discussion, review and comment in the near future.

Joliet Road: A study of potential right-of-way land acquisition will be discussed and voted upon at tonight's meeting so that work can begin soon.

I—294 Update:

Joliet Road under the tollway is having new lanes reconstructed. The Plainfield Road bridge work may start this summer, as well as the noise wall from Joliet Road to Plainfield Road. The tollway wall close to Cochise, Pontiac, and Keokuk Roads may be coming down this summer. Before any noise wall comes down, all residents living alongside the tollway will get a letter about a month in advance. The Village leadership will receive the same letter. We will provide updates—another good reason to sign up for notifications on our website.

PUBLIC COMMENTS:

Residents questions or comments on Zoom or by email:

- Trash Pick-Up: Certain residents of Ashbrook feel that SBC has reneged on its separate contract for trash hauling with Ashbrook. The residents feel that SBC should honor its September 21, 2020, contract or allow Ashbrook to withdraw from said contract with SBC. The Ashbrook Town Home Association is now in negotiations with SBC over this issue.
- Rev. Sean Williams of the Lyonsville Congregational Church presented a brief explanation of the history and current negotiations of donating a major part of the church building to the Village of Indian Head Park. The church has been in existence since 1842. The membership has and always will be a positive force in the community. The Village is in negotiations to re-purpose the parts of the building that have been donated. Pastor Williams has asked the Village to let the church leadership know by September 9, 2021, of its decision to accept their offer. At that point they would seek other opportunities to promote other options.

CONSENT AGENDA:

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

- A. Approval of Regular Meeting Minutes of February 11, 2021
- B. Approval of Payables for the Period Ending February 28, 2021, in the amount of \$391,571.60
- C. Approval of Preliminary Financial Report for Month Ending February 28, 2021

Financial Report was presented by Treasurer Garcia:
 Cash on Hand on January 31, 2021, was \$2,704,908.93
 Payables for February 2021 amounted to \$391,571.60
 Total Revenues for February 2021 amounted to \$494,531.71
 Ending Balance on February 28, 2021, was \$2,807,869.04

- D. Extension of Strand Engineering Services Agreement from April 30, 2021 to April 30, 2023

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. OPEN PUBLIC HEARING 2021-2022 BUDGET AND CAPITAL PLAN

Motion to open the Public Hearing for the proposed 2021-2022 Budget and Capital Plan was moved by Trustee Metz; seconded by Trustee O’Laughlin.

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.

Public Hearing was opened at 7:16 P.M.

Finance Manager Argelia Garbacz was introduced by Administrator John DuRocher. She gave a synopsis of the upcoming budget for 2021-2022. She described the 3 funds under the budget: the governmental fund, the general and special fund, and the enterprise fund. The budget for 2021-2022 is balanced.

Ms. Garbacz then introduced Administrative Intern Andy Ferrini who reported on the Capital Plan which consists of the reconstruction of Acacia Drive and sidewalk, Village goals, water and sewer repairs, the leaf pick-up program, the water pumping system, the Wolf Road resurfacing project by the county, and the federal America Rescue Plan which may provide funds to Indian Head Park.

Administrator DuRocher commented on the 4-month cash reserve that is maintained, and the proposal of the short-and long-term goals of the Village and how they fit into the budget. The budget will be voted upon at the April Board meeting.

Mayor Hinshaw thanked John DuRocher, Argelia Garbacz, and Andy Ferrini for their stellar work in preparing and presenting the Budget and Capital Plan for 2021-2022.

B. CLOSE PUBLIC HEARING

Motion to closed the Public Hearing for the proposed 2021-2011 Budget and Capital Plan was moved by Trustee O’Laughlin; seconded by Trustee Metz.

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.

Public Hearing was closed at 7:29 P.M.

C. 2021-2022 BUDGET AND CAPITAL PLAN SECOND READING

Motion to provide a second reading of the Budget and the Capital Plan was moved by Trustee Kennedy; seconded by Trustee Farrell-Mayer.

Administer DuRocher stated that the staff readings of the Budget and Capital Plan would suffice as the second reading as long as there are no questions from the Board. No questions were asked.

Mayor Hinshaw once again praised and thanked the staff, the Finance Committee and the Board for its transparent proposal of the Budget and Capital Plan.

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.

D. CREATION OF ASSISTANT VILLAGE ADMIINISTRATOR POSITION

Motion to create the position of Assistant Village Administrator was moved by Trustee Farrell-Mayer; seconded by Trustee Kennedy.

Administrator DuRocher informed the Board that the work load for his position has increased considerably over the past several years. The number of staff will not be changing any more than what it had been when Administrator DuRocher assumed his position. The newly created position will be responsible to Administrator DuRocher.

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.

E. GARBAGE HAULING

Administrative Intern Ferrini reported the performance data regarding garbage hauling during the month of February. SBC received 6 complaints; the Village received 5 complaints. Of the 730 homes that are serviced by SBC, 157 have not paid their bill. There were 209 instances of contaminated recyclables. April 16 is the Amnesty date—up to 5 yards of materials can be picked up for 3 stickers. June 12 will be the day to recycle electronics and paint from 9:00 A.M.-1:00 P.M. at the Public Works building on 70th Place.

F. SECOND READING FENCE ORDINANCE REVISIONS

Administrator DuRocher read for the second time the rules established by the Shed and Fence Committee. The Fence portion of the ordinance has already been approved by the Planning and Zoning Committee. This Ordinance will be voted upon at the next Village Board Meeting. Committee Chair Trustee Kennedy and Administrator DuRocher answered several Board questions.

G. COMMITTEE CREATION—TO DISCUSS BUILDING OPPORTUNITIES

A discussion followed regarding the Lyonsville Congregational Church proposal. Mayor Hinshaw reminded the Board that a committee to study this proposal is being spearheaded by Trustees Farrell-Mayer and Kennedy. Trustee Farrell-Mayer expressed questions that she feels need to be addressed—what are the legal parameters of the proposal, what are the expectations of the Church leadership as to use of the building in the future, are there ramifications about the church/state situation, etc. Legal Counsel Brankin will be involved in the ongoing research with the Church Attorney. He reminded the Board that future discussion of this process can be held in Closed Meeting. Board members expressed cost concerns. Mayor Hinshaw, in answer to the question about whether the Village would be able to afford the project, answered, “Yes, we can do it (through availability to loans), but do we want to do it (go into debt)?” Consensus of the Board was to move forward by seeking additional information.

H. TASK ORDER—STRAND—SIDEWALK—JOLIET ROAD SURVEYING TASK ORDER—STRAND—WATER SYSTEM IEPA LOAN #2

Motion to approve the following task orders:

- **Strand Task order 21-03 Joliet Road Sidewalk Feasibility Study for a cost not to exceed \$59,800 and**
- **Strand Task Order 21-01 Pump Station Project Planning Document for a cost not to exceed \$25,000**

was moved by Trustee Kennedy; seconded by Trustee Metz.

Administrator DuRocher explained that the Joliet Road Study will be paid by the Village, but will

then be reimbursed by the state since Joliet Road is a state road.

He also explained that the Village has hopes that the Water Pump Project will ultimately be paid for by a loan grant or loan forgiveness.

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.

REPORTS:

TRUSTEES:

- Trustee Metz announced that the next meeting of the Finance Committee will be held on Tuesday, March 24, at 6:00 P.M., on Zoom.
- Trustee Wittenberg announced that the Village is sponsoring its annual Easter Egg Hunt again this year. Pony rides, a petting zoo, and an egg hunt would be available. The date is set for Saturday, April 3, (Covid allowing) from 11:00 A.M. – 1:00 P.M..

VILLAGE CLERK: None

VILLAGE TREASUR: None

VILLAGE ATTORNEY: None

VILLAGE ADMINISTRATOR: Administrator DuRocher announced that The Electrical Aggregation letters will be going out to residents next month.

PUBLIC COMMENTS:

One resident’s letter was read to the Board. It dealt with questions related to the Lyonsville Community Church proposal.

At 8:19 P.M. Trustee Wittenberg moved to adjourn the meeting; seconded by Trustee O’Laughlin.

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.

**Sharon Allison
Village Clerk**