

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

**BOARD OF TRUSTEES**  
**OPEN SESSION MINUTES**

**June 11, 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, June 11, 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 remotely via Zoom)

**PRESENT (and constituting a quorum):**

- Mayor Tom Hinshaw (physically present)
- Trustee Sean Conboy (attended remotely via Zoom)
- Trustee Shawn Kennedy (attended remotely via Zoom)
- Trustee Christian Metz (attended remotely via Zoom)
- Trustee Brenda O’Laughlin (attended remotely via Zoom)
- Trustee Amy Wittenberg (attended remotely via Zoom)

**ALSO PRESENT:**

- John DuRocher, Village Administrator (physically present)
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz (attended remotely via Zoom)
- Maureen Garcia, Village Treasurer (attended remotely via Zoom)
- Steven Stelter, Police Chief (attended remotely via Zoom)
- Linda Merrifield, Deputy Clerk and Administrative Assistant (physically present)
- Don Lorenzen, Public Works Superintendent (attended remotely via Zoom)
- Andy Ferrini, Village Administrator Intern (attended remotely via Zoom)
- Nick Tantillo, Cable Station Manager (physically present)
- Justin Fuller, Water Superintendent (attended remotely via Zoom)

**VISITORS:** Several Zoom Participants

## **ADOPTION OF TEMPORARY RULES REGARDING PUBLIC PARTICIPATION**

**Motion was made to adopt the following temporary rules for this Board meeting only by Trustee Kennedy; seconded by Trustee Wittenberg.**

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

## **MAYOR’S REPORT:**

### **Coronavirus:**

The Cook County Department of Public Health has determined that Indian Head Park has 37 confirmed cases of Covid-19 with 6 deaths. I believe that most of these cases are at the Briar Place nursing and rehabilitation home. We are still asking that everyone practice social distancing, wear a mask, wash your hands, and stay home if you are sick. In our area, Pillars Community Nurse Association in LaGrange is offering Covid-19 testing.

### **Sidewalks—4 main areas:**

**Acacia**—The state has approved our project, so in about a month our village engineer Strand will get the options to us. We hope to have plans ready by the July meeting which would then lead to an August vote. Construction is planned for 2021.

**Plainfield Road**—The kick-off meeting recently took place for the Phase I of the Plainfield Road sidewalk from the tollway bridge in Indian Head Park to East Avenue in Countryside. Phase I will take about 18 months and be completed at the end of 2021.

**Wolf Road**—This Phase I project is from Plainfield Road south to 79<sup>th</sup> Street. It is expected to start around August 1, 2020, and be completed in about 18 months.

**Joliet Road**—No new updates.

**I-294 Update:**

Work in our area has begun on the sound walls in Countryside, sewer system in Burr Ridge, and ramps on I-55 and I-294.

**2020 Census:**

We are at 79% completion of the census in IHP, making us 2<sup>nd</sup> in completion in the township. The Township is at 68% completion. I strongly encourage every person to be counted in the census.

**Vehicle Stickers:**

Vehicle Stickers are on sale. They expire at the end of June. They can be purchased on-line.

**Water Bills:**

Water Bills are due today. They can be paid on-line.

**PUBLIC COMMENTS: (Via Zoom)**

Jake Dilberto, Chief Operating Officer, and Karen Coley, President and CEO of SBC Waste Solutions, approached the Village Board as prospective suppliers of the garbage pick-up and leaf vacuuming in IHP. They introduced themselves and described their goal as the future waste management team of the Village. The vote will be taken later in this meeting.

A resident thanked Administrator DuRocher for his handling of a garbage pick-up situation at the 111 Acacia Building.

Another resident reported that some residents and businesses are not abiding by the “wear masks” rule. Administrator DuRocher stated that he would look into this complaint, send police to warn people, issue a ticket, and/or revoke a business license as a last resort measure for those who do not comply.

**CONSENT AGENDA:**

**Motion to Establish Consent Agenda as Printed moved by Trustee Kennedy; seconded by Trustee O’Laughlin.**

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

**Motion to Approve Consent Agenda as Established moved by Trustee Kennedy; seconded by Trustee O'Laughlin.**

- A. Approval of Regular Meeting Minutes of May 14, 2020
- B. Approval of Special Meeting Minutes of May 28, 2020
- C. Approval of Payables for the Period Ending May 31, 2020, in the amount of \$333,509.75
- D. Approval of Preliminary Financial Report Ending May 31, 2020
- E. Approval of Subscriber Agreement with the Clerk of the Circuit Court of Cook County

Financial Report was presented by Treasurer Garcia. Cash on Hand on April 30, 2020, was \$2,468,057.05. Payables amounted to \$333,509.75. Total Revenues amounted to \$764,826.91. Ending Balance on May 31, 2020, was \$2,899,374.21.

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

**NEW BUSINESS:**

**A. RESOLUTION 03-2020—REJOINING THE WEST CENTRAL MUNICIPAL CONFERENCE**

**Motion to pass Resolution 03-2020 regarding the Village rejoining the West Suburban Municipal Conference made by Trustee Wittenberg; seconded by Trustee O'Laughlin.**

Administrator DuRocher explained that IHP was a member of this group until 5 years ago. He feels that we should rejoin, as all of the neighboring municipalities are presently members. The cost, which is already budgeted, will be \$7500.

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

**B. ORDINANCE 2020-06—REGULATION OF NATIVE PLANTINGS**

**Motion to pass Ordinance 2020-06 regulating native plantings in the Village was made by Trustee Wittenberg; seconded by Trustee Conboy.**

Administrator DuRocher reported that Milkweed would be removed from the list of noxious plants. They attract and support the life of the monarch butterfly population and are thus beneficial. A second issue in this ordinance pertains to buckthorn. After considerable conversation among the Board about the removal of invasive trees/bushes of buckthorn and honeysuckle on Village property and ultimately upon resident property, it was decided to table the vote on this ordinance to a future meeting.

**Motion to table Ordinance 2020-06 was made by Trustee Wittenberg; seconded by Trustee O'Laughlin.**

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

**C. ORDINANCE 20213—WATER RATE INCREASE**

**Motion to pass Ordinance 2020-13, an Ordinance setting water rates in the Village was moved by Trustee Wittenberg; seconded by Trustee Metz.**

Administrator DuRocher explained that our water source, the City of Countryside, is passing along a water increase that their source, the City of McCook, received from their source, the City of Chicago.

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

**D. ORDINANCE 2020-14—ANNEXATION ORDINANCE FOR 7079 70<sup>TH</sup> PLACE**

**Motion to pass Ordinance 2020-14, an annexation ordinance for 7079 70<sup>th</sup> Place, was moved by Trustee Wittenberg; seconded by Trustee O’Laughlin.**

Counselor Brankin explained that by state statute, this property is allowed to be annexed by an ordinance by the Village. According to Administrator DuRocher all necessary notifications have been provided, particularly to the property seller and the potential property buyer. The property will be listed as R-1 zoning, single family residence.

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

**E. ORDINANCE 2020-15—POLICE DEPARTMENT ADMINISTRATIVE TOWING FEES**

**Motion to pass Ordinance 2020-15, an Ordinance establishing administrative towing fees in the Village was moved by Trustee O’Laughlin; seconded by Trustee Wittenberg.**

Administrator DuRocher stated that this ordinance is a request of the Police Department. The ordinance will establish a towing fee schedule to charge an owner if towing of a vehicle has to be arranged by the Village. Counselor Brankin stated that this is a common ordinance among local municipalities. Chief Stelter spoke in favor of this ordinance.

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

**F. ORDINANCE 2020-17—REMOTE MEETING PARTICIPATION**

**Motion to pass Ordinance 2020-17, an ordinance allowing for the remote electronic participation in meetings, was moved by Trustee Kennedy; seconded by Trustee Metz**

Administrator DuRocher explained that once the pandemic has passed, this ordinance will allow for remote attendance and voting, at a meeting. An exception by state law—if official is on vacation, he/she can attend meeting remotely, but cannot vote. A slight addition was made to the ordinance—an absent member must notify the Village President, Administrator, or Village Clerk about the absence at least a day before the meeting to be missed. This addition was moved by Trustee Kennedy and seconded by Trustee Metz.

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

## **G. GARBAGE BIDS/LEAF VACUUMING—ACCEPTANCE OF BIDS**

**Motion to accept the bid for garbage removal services as submitted by SBC and to direct the Village Attorney to prepare such agreements as necessary for approval at the next Board meeting moved by Trustee Metz; seconded by Trustee Kennedy.**

Andy Ferrini, the Village Administrator Intern, a graduate student at Northern Illinois University, presented an outline of the staff recommendation of SBC to handle garbage pick-up and leaf-vacuuming for the Village. SBC will cover all resident homes and the 111 Acacia Building. Tote sizes, recycling, a Village Clean-Up Day, debris pick-up, and leaf vacuuming were discussed. Karen Coley and Jake Dilberti answered questions about the company structure, the owners of the business, and the location of the facility in Broadview. A lively question- and-answer session followed.

**Motion carried by roll call vote (4-1). Trustees Kennedy, Metz, O’Laughlin, and Wittenberg Voted Yay. Trustee Conboy voted Nay. Trustee Farrell-Mayer absent.**

## **H. DISCUSSION—KEEPING OF CHICKENS IN THE VILLAGE**

Administrator DuRocher stated that this issue of keeping chickens is basically a modification of the current code of ordinances. Several residents are requesting this policy change of code. DuRocher feels that a chicken coop is basically a structure, and our current code does not allow structures in our back yards. He, therefore, feels that this issue should be brought up before the Planning and Zoning Commission. Trustees questioned about other residents who might consider a coop to be a shed, and sheds are not allowed in IHP. Others wondered how chickens would be disposed of after their useful life (egg laying?).

A consensus of the Board was requested by Trustee Wittenberg and seconded by Trustee Kennedy to bring this discussion to the Planning and Zoning Committee for further discussion. A consensus was reached by voice vote.

## **REPORTS:**

**TRUSTEES:** Trustee Metz reported that the Heritage Center has re-opened for 2 people who are wearing masks at a time. He also stated that Yoga on the Green may start up again; watch for new developments on social media.  
No other Trustee Reports.

**VILLAGE CLERK:** None

**VILLAGE TREASURER:** None

**VILLAGE ATTORNEY:** None. The Board will be meeting in closed session after this meeting.

### **VILLAGE ADMINISTRATOR:**

- The State in its Restore Illinois program gave \$45,000 to IHP for lost revenue.
- A Town Hall meeting will take place in July/August to provide information to the residents regarding the new waste hauling and leaf vacuuming process.

- Parking overnight in a resident's driveway with a commercial vehicle that advertises a business is not allowed, according to a recent Ordinance. These vehicles must be kept in a garage. IHP will start enforcing this Ordinance more diligently in the near future.
- Andy Ferrini looked into potential revenue sources that may be available to the Village as a result of loss of revenue due to the economic status of the pandemic. The following taxes may be considered: PUSH Tax (on video games); Ride Share Tax (on Uber and Lyft); and Streaming Tax (on streaming services such as Netflix, Amazon Prime, etc.). We will continue to monitor these possibilities for additional revenue as time goes by.  
ComEd is offering a grant program that will allow IHP to convert present street lights to LED lights. We will continue to monitor this program.
- Under Finance, DuRocher announced that, as of this moment, 1401 residents have purchased their vehicle stickers. And 178 residents now pay their water bills via auto pay.
- Don Lorenzen, our village certified arborist, has applied for the Tree City Award for IHP. We have maintained this award status for the past 28 years.
- IHP has an Ordinance against fences in the Village. We will start notifying residents with fences that they will be expected to take them down in the future.
- Regarding Public Works, we are in the process of bidding out sewer repairs, the ditch program and the road program. A final Punch List is in process for last year's water main work in Old Town.

**POLICE REPORT:** Chief Stelter gave his 90-Days-on-the-Job Report. He feels that Covid-19 certainly affected how much he had been able to accomplish in his 90-day plan. Here is what he has done: met with all officers, got new patches, inspected old gear and purchased new gear, got rid of about 300 old uniforms, traded in old guns from the armory for newer more efficient weapons, got an AED (heart attack) in each squad car, assisted in 4 different municipalities in protest marches. He is presently re-doing the police manual specific to IHP. Chief Stelter stated that he has enjoyed working in IHP with very efficient, professional people.

**PUBLIC COMMENTS:** None

**At 8:57 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 and to adjourn the open meeting immediately thereafter; seconded by Trustee Kennedy.**

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

**Sharon Allison  
Village Clerk**