

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

BOARD OF TRUSTEES
REGULAR MEETING MINUTES

July 8, 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, July 8, 2021, 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 Eileen Donnersberger (electronic attendance)
- Trustee Charles Eck
- Trustee Rita Farrell-Mayer
- Trustee Shawn Kennedy
- Trustee Christian Metz

ALSO PRESENT:

- John DuRocher, Village Administrator
- Andy Ferrini, Assistant Village Administrator
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz
- Maureen Garcia, Village Treasurer
- Police Chief, Steven Stelter
- Don Lorenzen, Public Works Superintendent
- David Karaffa, Cable Station Manager

ABSENT: Trustee Brenda O’Laughlin

VISITORS: 9 Residents

MEETING ATTENDANCE:

Motion to allow Trustee Donnersberger to attend this meeting electronically (by phone) was moved by Trustee Kennedy; seconded by Trustee Eck.

Motion carried by Voice Vote.

MAYOR'S REPORT:

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. Reminder—Acacia Drive will be a construction zone all summer.

Plainfield Road and Wolf Road: Both are in Phase I study at this time. Both are County roads. We are expecting to have alternatives available in the fall for residents to review and to make comments. In addition, the Plainfield Road bridge is being replaced. That project is under the jurisdiction of the Tollway.

Joliet Road: The engineering study has found that no land acquisition will be needed for a sidewalk on the north side of Joliet Road. We will now move to the next phase of working with our legislators to keep the project budgeted.

I-294 Update:

The northern half of the I-294 sound-wall between Joliet Road and Plainfield Road is under construction. The Tollway construction throughout Indian Head Park will last several years. Please note that the southern half of the sound-wall between Joliet Road and Plainfield Road will be constructed next summer.

A new sound-wall has been added along the south side of the Wolf Road ramp onto south-bound I-294 close to the Chestnut on the Green Association.

Employee Special Occasions:

Ed Ozemkowski is celebrating 26 years as a part-time Police Officer.

Patti Klein is celebrating 16 years as our Police Records Clerk.

Linda Merrifield from our Office Staff will be leaving us to pursue other adventures. She has been an important part of our administrative team. We wish her well.

Final Comment:

Lastly, I encourage everyone to sign up for Smart 911. This program allows residents to receive emergency updates. It also provides law enforcement information about you, your family, your pets, and your home that will be useful in case of an emergency.

PUBLIC COMMENTS:

A resident who has been attending the 10-week Police Academy Program gave thanks to Chief Stelter and the Board for promoting this activity for the benefit of its residents. Presently 10-12 people are enrolled. All residents are invited to participate. Kudos to the Chief for this great learning opportunity.

Several residents attended the meeting to voice concern about removing the fence around the Heritage Center. They are in favor of keeping the fence as it protects the property values of the neighbors. Since the Heritage Center is a public building, it should be treated as municipal property and be allowed to have a fence.

Another resident requested the Village to smooth out the curbing leading into the driveways in Acacia. Mayor Hinshaw stated that this is on a list of Public Works possible projects.

Several residents submitted on-line comments to the Board regarding the upcoming vote on an ordinance that will extend the outdoor liquor license of the Driftwood Lounge. They are opposed to this ordinance.

CONSENT AGENDA:

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

Prior to a vote, Counsel Brankin, requested that Item E (Appointment of Attorney Brankin and Administrator DuRocher as Whistleblower Auditors) be removed from the Consent Agenda as printed.

This request was approved by Trustees Farrell-Mayer and Kennedy.

- A. Approval of the Regular Meeting Minutes of June 10, 2021
- B. Approval of Payables for the Period Ending June 30, 2021, in the amount of \$408,420.97
- C. Approval of Preliminary Financial Report for Month Ending June 30, 2021
- D. Reappointment of Earl O'Malley to the Fire and Police Commission for a term expiring April 2, 2022

Financial Report was presented by Treasurer Garcia:
Cash on Hand on May 31, 2021, was \$2,721,594.43
Payables for June 2021 amounted to \$408,420.97
Total Revenues for June 2021 amounted to \$705,369.08
Ending Balance on June 30, 2021, was \$3,018,542.54

Motion carried by roll call vote (5-0) on Items A, B, C, and D of the Consent Agenda. Trustees Donnersberger (via phone), Eck, Farrell-Mayer, Kennedy, Metz, voted Yay. No Nay votes. Trustee O'Laughlin was absent.

Motion to refer Item E (Appointment of Attorney Brankin and Administrator DuRocher as Whistleblower Auditors) of the Consent Agenda as printed back to staff for further review was made by Trustee Farrell-Mayer; seconded by Trustee Kennedy.

Motion approved by Voice Vote.

NEW BUSINESS:

A. ORDINANCE 2021-10-- AWARD OF BID FOR CLEANING SERVICES

Motion to approve Ordinance 2021-10, an ordinance accepting the bid from Eco Clean for cleaning services was moved by Trustee Metz; seconded by Trustee Farrell-Mayer.

Administrator DuRocher explained that the cleaning service of the Village Hall and Heritage Center (once a month) is a yearly bidding process. This year Eco Clean was the lowest of 4 bidders. Staff recommends approval of this bid. Trustee Donnersberger questioned how staff addresses quality and capability of bids—not always the “low” bid but the “best” bid. Administrator DuRocher explained that vendors are thoroughly vetted. In this case, Eco Clean has been servicing the Village in the past and are doing a good job. Trustee Metz agreed that at all times, the staff attempts to choose the best value for the residents since the Village is spending residents’ tax dollars. Mayor Hinshaw recommended, and Trustee Donnersberger agreed to sit in on the bidding process with staff in the future to get a better feel of the process.

Motion was approved by roll call vote (3-0). Trustees Farrell-Mayer, Kennedy, and Metz voted Yay.

Trustees Donnersberger (via phone) and Eck abstained. Trustee O’Laughlin was absent.

B. ORDINANCE 2021-011—THE 2021 ROAD PROGRAM

Motion to approve Ordinance 2021-11 and awarding a contract to Chicagoland Paving for the 2021 Road Program was moved by Trustee Kennedy; seconded by Trustee Metz.

Administrator DuRocher explained that since the state motor fuel tax money is being used for part of this project, there are very specific rules to follow during the bidding process. There were 8 bids for this project. Chicagoland Paving was not the lowest bidder in the case. It was accepted because of the good service it provided to the Village in the past. (The lowest bidder had actually provided shoddy service in the past.) This project will be completed by October 15 of 2021.

Motion approved by roll call vote (5-0). Trustees Donnersberger (via phone), Eck, Farrell-Mayer, Kennedy, Metz, voted Yay. No Nay votes. Trustee O’Laughlin was absent.

C. ORDINANCE 2021-12—LIQUOR LICENSES FOR FESTIVALS

Motion to approve Ordinance 2021-12, an ordinance amending the Village’s Liquor Code was moved by Trustee Farrell-Mayer; seconded by Trustee Kennedy.

Administrator DuRocher explained that this ordinance will allow the Village to issue a liquor license by resolution for a specific time, location, date and event. Currently, the Village is anticipating one such event—the Car Show which is scheduled for September 19, 2021, in the Indian Head Plaza.

Motion to amend the Village Liquor Code was approved by roll call vote (5-0). Trustees Donnersberger (via phone), Eck, Farrell-Mayer, Kennedy, and Metz voted Yay. No Nay votes. Trustee O’Laughlin was absent.

D. SECURITY CAMERAS THROUGHOUT THE VILLAGE PRESENTATION/DISCUSSION

Police Chief Stelter was charged by the Village Board to research the possibility of cameras throughout the Village. He, in turn, met with Deputy Chief Kurinec and Administrator DuRocher to discuss the needs of our community. They investigated the services of three bidders. Their choice was ProvenIT. Chief Stelter then introduced Chris Van Eck and Kelly Lara of ProvenIT who spent considerable time describing the benefits of their company. Board members asked questions regarding solar panels, cameras needed, storage information, expandable factors for growth, the Cloud, zoom of cameras, facial recognition, contact tracing, legal ramifications, and numerous other questions. The Police Commission will be involved with the Board when it comes time to make a final decision.

E. VILLAGE GOALS—STATUS UPDATE

Administrator DuRocher gave a status update of the current Village Goals. Primarily discussed were security cameras throughout the Village, a path through Heritage Center, a mechanism to report goals accomplished, a technology infrastructure review, and status of the Acacia Drive re-structure. A similar report will be announced at each Board meeting in the future.

F. ACACIA DRIVE RECONSTRUCTION LANDSCAPING

Administrator DuRocher explained about the current plan for replacement of the landscaping on Acacia Drive after the road project has been completed. The Board discussed that it would be best to “wait and see” what the proposed plan will be like when completed. The plan proposes that every tree being removed will be replaced. If more landscaping will be needed, the Board will address the issue at that time.

REPORTS:

TRUSTEES:

- Trustee Kennedy stated that the Car Show is scheduled for Sunday, September 19. More info to follow. A Public Works Committee meeting will be held in the near future. Date to be announced.=
- Trustee Farrell-Mayer announced that a meeting of the Communications committee will be held in late August.

VILLAGE TREASURER: None

VILLAGE ATTORNEY: None

VILLAGE CLERK: None

VILLAGE ADMINISTRATOR:

Administrator DuRocher explained that the fence at the Heritage Center is being questioned. He discovered in the Village Code of Ordinances that a fence in that location is legal. A consensus was requested of the Board members. Two are for removal of the fence; two are in favor of keeping the fence. A decision will be delayed to the next meeting when Trustee O’Laughlin and Trustee Donnersberger are present to offer their opinions.

VILLAGE ASSISTANT ADMINISTRATOR:

Assistant Administrator Andy Ferrini announced that the Electronics, Paint, and Paper Recycling Event in June was a huge success. Between 400-500 cars drove into the recycling lot. About 50 tons of product was recycled on that day. Thanks to all of the members of the IHP staff for their assistance. And thanks to all of the Village residents who came out to recycle old materials. Next year will be bigger and better.

DEPARTMENT HEADS:

Chief of Police: Chief Stelter reported that the first Police Academy program will be graduating next week. He felt that it was very successful.

PUBLIC COMMENTS:

Four residents approached the Board with the request to not remove the fence at the Heritage Center.

At 8:45 P.M .Trustee Kennedy moved to adjourn to Closed Session for the review of Closed Session minutes per 5ILCS 120©21 with no intent to return to Open Meeting; seconded by Trustee Farrell-Mayer.

Motion carried by roll call vote (4-0). Trustees Eck, Farrell Mayer, Kennedy and Metz voted Yay. Trustees Donnersberger and O’Laughlin were absent.

Meeting Adjourned

**Sharon Allison
Village Clerk**