

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

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

**October 8, 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, October 8, 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)
- Trustee Sean Conboy (attended via Zoom)
- 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)

**ALSO PRESENT:**

- John DuRocher, Village Administrator (physically present)
- Patrick Brankin, General Counsel, Schain, Banks, Kenny & Schwartz (physically present)
- 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)
- Don Lorenzen, Public Works Superintendent (attended via Zoom)
- Nick Tantillo, Cable Station Manager (physically present)
- Nick Bava, Senior Manager, Sikich, LLP (attended via Zoom)

**VISITORS:** 10 residents were physically present at the meeting.

Several residents were present on Zoom.

## **MAYOR'S REPORT:**

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

### **Coronavirus:**

The Cook County Department of Public Health has determined that Indian Head Park has 92 confirmed cases of Covid-19, 12 cases more than reported at last month's Village Board meeting. The state still has a state-wide face covering order in place. As a reminder, when at a restaurant or other business, when you are talking with an employee, owner or staff, you both need to have your face mask on.

### **Sidewalks—4 main areas:**

**Acacia Drive**—The road and sidewalk on Acacia Drive are expected to be done in the summer of 2021. The sidewalk and road will be torn up and replaced with base surface done in two parts, the northern half and the southern half. After both parts of the road have been completed, the final surface will be added to the road.

**Plainfield Road**—Phase I for Plainfield Road from County Line Road to East Avenue in Countryside has started. The Plainfield Corridor Study survey is on the Village's Facebook page and will soon be added to the website. You can see existing comments and make comments on the County's website, <https://wikimapping.com/improveplainfieldroad.html>.

**Wolf Road**—The Phase I project of Wolf Road from Plainfield Road south to 79<sup>th</sup> Street has started. The kickoff meeting was October 2<sup>nd</sup>. The cost of the Phase 1, paid entirely by Cook County, will be \$1,300,000. Prior communication with the cost at \$1,800,000 was in error. Mayor Hinshaw apologized for the mistake. Phase 1 will take about 2 years. There will be a public meeting to review alternatives, and to provide comments and feedback. The first meeting will be around April 2021.

**Joliet Road**—We have started the process of joining forces with Countryside, Hodgkins, West Central Municipal Conference, Senator Collins and the State to get this project moving forward. I received a notification from Senator Collins today. She has prioritized the \$175,000 project for land acquisition along Joliet Road for sidewalks. In terms of when it will be released, we cannot confirm at the time. However, in prioritizing the \$175,000 for land acquisition, it will be sooner than other capital projects. Regarding the release of the \$4,125,000, we are still awaiting further information from the Office of the Governor.

**I-294 Update**—Work in our area has been ongoing with the on and off ramps, tollway, and sewers on the west side of the tollway.

**2020 Census**—We are at 83% completion of the census. This is the 2<sup>nd</sup> best response rate in the township.

The on-line completion date has been extended to the end of October.

**Election of Trustees**—Next April the residents of Indian Head Park will have an election for 3 trustee positions. I would be happy to talk with anyone about the process to get on the ballot, answer any questions about being a trustee, or what is going on in the village.

**PUBLIC COMMENTS:**

One resident expressed dissatisfaction with the communication system of the Village regarding the recent change of trash pick-up companies (Groot to SBC). Three residents expressed complaints over the current outdoor dining and drinking that takes place at the Driftwood Lounge. Issues mentioned included noise, size of tent, sanitary accommodations, late hours, and several advertised dances every weekend. A business owner requested consideration of a lowered business license fee during the pandemic because of the loss of business. Another resident stated that a gas station should not be built on the corner of Wolf Road and Joliet Road as such a business would not be in compliance with the Triangle Plan.

**CONSENT AGENDA:**

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

- A. Approval of Regular Meeting Minutes of September 10, 2020
- B. Approval of Minutes from the Special Meeting of September 28, 2020
- C. Approval of Payables for the Period Ending September 30, 2020, in the amount of \$427,607.40
- C. Approval of Preliminary Financial Report for Month Ending September 30, 2020

Financial Report was presented by Treasurer Garcia:  
Cash on Hand on August 31, 2020, was \$3,402,139.71  
Payables for September 2020 amounted to \$427,607.40  
Total Revenues for September 2020 amounted to \$477,796.95  
Ending Balance on September 30, 2020, was \$3,452,329.26

**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. ACCEPT ANNUAL AUDIT/MANAGEMENT LETTER—SIKICH, LLP**

**A motion to accept the Village’s annual audit and management letter was moved by Trustee Metz; seconded by Trustee Farrell-Mayer.**

Administrator John DuRocher explained that each year an outside auditing firm is hired to confirm the finances of the village as prepared by the Village Administrator and the Finance Manager (Argelia Garbacz). This document provides proof that what DuRocher and Garbacz tell the residents of IHP is true and factual. It covers information about all village finances—invoices, payroll, capital assets, depreciation schedules, etc. This audit statement of trust and honesty is the most important document that is produced in IHP.

Nick Bava, from the auditing firm of Sikich, LLP, was introduced. He presented the audit of the annual financial report of the Village. He announced that IHP is in the top tier of similar-sized municipalities in terms of integrity of Village financial status. He also offered thanks and gratitude to Argelia Garbacz and John DuRocher for their cooperation in presenting the report to the auditors.

Mayor Hinshaw also thanked Argelia and John for their efforts to provide open and transparent financial information to the Village Board and the residents of IHP.

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

**B PRESENTATION OF POTENTIAL GASOLINE STATION SWC WOLF/JOLIET ROADS**

Kevin Burke, a property developer, approached the Board to discuss the possibility of building a gas station on the Triangle property. He represented a small group of gas stations (3) named Power. Board members asked many questions about this proposal—the amount of taxes that the Village would receive from gasoline sales, what types of gasoline would be sold, had the proposal been presented to the Planning and Zoning Commission, etc. Further information was requested. Several felt that the gas station did not fit the PUD of the Triangle. More info to follow.

**C. ORDINANCE 2020-29—CRACK FILLING—ACCEPTANCE OF BID**

**A motion to pass Ordinance 2020-29 accepting the bid for the Village’s annual crack sealing program was moved by Trustee Kennedy; seconded by Trustee O’Laughlin.**

Administrator DuRocher explained that each year the Village attempts to fill asphalt cracks in the roads. This road preservation is accomplished by placing a rubberized filling in cracks to prevent water from getting in the cracks, then freezing, then creating larger cracks. SKC was the lowest of 4 bids, thus will be doing the crack filling.

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

**D. ORDINANCE 2020-27--OVERNIGHT PARKING OF COMMERCIAL VEHICLES**

Administrator DuRocher presented a series of pictures of vehicles. Discussion followed as to size, license plates, advertising logos, etc. Also being considered is the number of trucks that can be parked in one drive-way at a time. After a lengthy discussion, it was determined that options for this ordinance will be presented for a vote at the next Board meeting.

**E. ORDINANCE 2020-28—OUTDOOR DINING CONTINUATION**

**A motion to pass Ordinance 2020-28, an ordinance allowing for the continuation of outdoor dining in the Village was moved by Trustee Farrell-Mayer; seconded by Trustee O’Laughlin.**

The previous Ordinance regarding outdoor dining was scheduled to expire on October 31,2020. This motion would extend the outdoor dining to a later date. The owner of the Driftwood Lounge was not abiding by certain of the issues of the ordinance. Therefore, the Board decided that the 2020-28 ordinance to be voted on at this time needed to be changed in order to make enforcement of the ordinance more sustainable. After considerable discussion of the issues involved, it was decided to amend the ordinance.

**The amendment to the 2020-28 Ordinance also included the following:**

- **The tent sidewalls would require 25% of openings to the outside.**
- **A typing error on page 3 of the ordinance would be changed from Stage 3 to Stage 5.**
- **Prohibition of dancing.**
- **Prohibition to noise emanating from beyond the property line so that sound decibels wouldn’t exceed 65 decibels. The decibels would decrease to 55 decibels after 10:00 P.M. on Friday and Saturday and 55 decibels after 9:00 P.M. Sunday through Thursday.**
- **There must be 10 feet of space between tables in the tent.**
- **The capacity for the building’s interior must be in accordance with state regulations subject to safety of the restroom facilities.**
- **This amended Ordinance will be effective immediately upon its passage.**

**An amended motion to pass Ordinance 2020-28 was moved by Trustee Farrell-Mayer; seconded by Trustee O’Laughlin.**

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

**F. SELECTION OF ARCHITECT**

**A motion to engage the services of AltusWorks and to direct the Village Administrator and Village Attorney to negotiate a contract for the scope of services for a building evaluation was moved by Trustee Wittenberg; seconded by Trustee Kennedy.**

Village Administrator John DuRocher informed the Village of an unusual but exciting proposal to IHP. About a year ago, the Village approached The First Congregational Church about selling their property. IHP asked to be notified first if this would ever be a possibility. Several months later the pastor approached the Village with their proposal—donate the bulk of the church building to the Village. The church does not want to sell the building; it wants to guarantee that the building would be used for the higher good of the community.

It is certainly an old building that will require repairs and maintenance. In order for the Village to determine usage of this donation, it needs to engage a very specialized architectural firm to shepherd us through the process of what it can look like. This is an opportunity to build a relationship between the architectural firm, the residents, the church members, and the Village. A series of town hall meetings will take place. This is the first of many steps. The Economic Development Committee recently met with the architectural firm. Trustee Metz, who attended this meeting stated that this is a very intriguing possibility that has been presented to the Village by the Church; he is excited to see where this goes.

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

#### **G. DISCUSSION—POTENTIAL NOISE ORDINANCE**

Mayor Hinshaw requested an opinion from the Board as to the need to establish a potential noise ordinance for the future. Board members agreed to consider this type of permanent ordinance at an upcoming board meeting.

#### **H. FENCES/SHEDS—APPOINTMENT OF COMMITTEE**

**A motion to accept the members of a newly-formed Fences/Sheds Committee as presented by Mayor Hinshaw was moved by Trustee Kennedy; seconded by Trustee Wittenberg.**

- Lawrence Brennen
- Danielle Svestka
- Lou Rawski
- Eileen Murphy Donnersberger
- Nick Dubak
- John Vedok
- Eileen Farrell-Mayer
- Shawn Kennedy, Chair

Trustee Kennedy announced that the first meeting of this Committee would be held in the Village Hall on Tuesday October 27, 2020, at 7:00 P.M. The goal of the Committee will be to look at the current ordinance and to see what adjustments can be made for the present and the future of sheds/fences in IHP. The meeting is open to all. It will also be streamed.

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

#### **REPORTS:**

##### **TRUSTEES:**

- Trustee O’Laughlin reported that Halloween will be celebrated in IHP this year. Trick or Treating will take place between 3:00 to 7:00 P.M. on Saturday, October 31. The Halloween Guidelines from the CDC were reviewed. Have a great Halloween.
- Trustee Wittenberg thanked all for the successful Movie Night held in September. Over 100 residents participated. Seaspar and SBC were thanked for their contributions of treats for the evening.

**VILLAGE CLERK:** None

**VILLAGE TREASURER:** Congratulations to the staff on a successful audit.

**VILLAGE ATTORNEY:** None

**VILLAGE ADMINISTRATOR:**

- Administrator DuRocher introduced Andy Ferrini, Village intern, who, to a great extent, handled the transition of the trash and garbage pick-up from Groot to SBC which took place on October 1. For the most part, it was a successful transition. There will be a Town Hall meeting on this topic on Tuesday, October 13, in the Village Hall. Leaf pick-up dates are scheduled for October 16, November 16, and November 30. The phone number for SBC is (312) 522-1115. Administrator DuRocher thanked Ferrini for a job well done on this project. Mr. Ferrini, in turn, thanked the office staff for their help on the project. It was a team effort.
- Administrator DuRocher announced that the Chicago Land Paving did a great job on the recent road paving.
- Next year the Village will begin a storm sewer study in the Old Town area.

**POLICE REPORT:** None

**PUBLIC WORKS:**

- Don Lorenzen, Public Works Superintendent, announced that Sanitary Sewer Camera will begin cleaning and taking pictures of the sewer line beginning on October 9 in the Village.

**PUBLIC COMMENTS:**

A resident thanked the Board for addressing the Driftwood Lounge noise request.  
Another resident (via text) criticized the Board for slow and unsatisfactory action regarding Driftwood Lounge.

**At 10:17 P.M. Trustee Kennedy motioned to adjourn the meeting; seconded by Trustee Metz.**

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

**Sharon Allison  
Village Clerk**

