

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HARWOOD HEIGHTS  
HELD ON WEDNESDAY, MARCH 31, 2010**

A. **CALL TO ORDER** at 7:05 pm by Mayor Arlene C. Jezierny

B. **PLEDGE OF ALLEGIANCE**

C. **ROLL CALL –**

Mayor	Arlene C. Jezierny
Clerk	Marcia L. Pollowy
Trustees	Mark Dobrzycki Michael Gadzinski Demetrios Mougolias (Absent) Therese Schuepfer Lawrence Steiner Lester Szlendak
Attorney	Rob Bush

Also present: Chief Mario Ricchio

D. **AGENDA ITEMS**

**Approval of COW Minutes for March 4, 2010**

**Motion by Trustee Szlendak, seconded by Trustee Steiner**

- Approval of Committee of the Whole Minutes for March 4, 2010

**On a voice vote, all being in favor, (Trustee Schuepfer abstained, Trustee Mougolias - Absent), the motion carried and the minutes for the March 4, 2010 Committee of the Whole meeting were approved.**

**WSSRA**

- Sandy Gbur, the Director of the WSSRA, provided the board with a memo answering a number of the questions they had regarding the village's shared cost, resident participation and the overpayment.
- Trustee Szlendak indicated to Ms. Gbur that the village will be cutting expenses by 18% for the next fiscal year and asked that the WSSRA consider doing the same. Ms. Gbur will take Trustee Szlendak's request for an 18% reduction back to the WSSRA board for consideration.
- Ms. Gbur indicated that there were 47 individuals with disabilities participating in 215 WSSRA programs in 2009 compared to 37 individuals with disabilities participating 187 WSSRA programs in 2008.
- Ms. Gbur reviewed the calculations for the share formula; the park districts and the village's share are based on property value of the homes and population of each member area. Trustee Schuepfer asked for a copy of the Norridge Park Districts calculations; Sandy indicated that she will provide the board with that information.
- Due to an error in the calculation for the village's share from 2006 to 2009, the WSSRA owes the Village of Harwood Heights a total including interest of \$43,161.00. Also, the corrected share payment for 2010, the Village will pay a share payment of \$48,021.00, instead of the original number of \$59,468.00.
- A meeting will be set-up between the WSSRA Finance Committee and the Village of Harwood Heights Finance Committee to discuss options for repayment. An official document will be prepared for review and approval by both boards for the payback.

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**LexisNexis**

- Chief Ricchio presented to the board background information regarding the current data information system currently being used by the Police Department to gather information on police investigations. The current system, ChoicePoint/AutoTrack, was sold about a year and a half ago and then was resold, causing information not to be updated. The current cost to the village on this program is \$300.00 a month.
- The Chief is recommending a data program called Accurant from Lexis/Nexis which provides more accurate and more up-to-date data for law enforcement agencies and has a monthly fee of \$180.00 plus a one-time set-up fee of \$175.00; saving the village about \$120.00 a month. The Police Department is currently using the Lexis/Nexis program on a 60-day trial period.
- Consensus of the board was to place the motion on the 4-8-10 board agenda for board approval.

**Declaration of Forfeiture**

- The Police Department was recently involved in an incident that resulted in the recovery of narcotics and over \$6,000.00 in cash was seized. According to state statute the Chief filed for seizure on the money recovered.
- The state will notify the Police Department to send the full amount of money collected to them and they will in turn send the Police Department a check representing 80% of the total collected.
- Chief Ricchio was asked to contact other law enforcement agencies to see how quickly the turn around time has been to receive the village's share.

**Law Enforcement Training-Advisory Commission**

- Chief Ricchio will be attending a 40-hour Illinois Law Enforcement Training seminar for new chiefs entitled "Enduring, Surviving, and Thriving as a Law Enforcement Executive in the 21<sup>st</sup> Century" April 19-23, 2010 in Springfield, Illinois.
- This seminar which includes lodging, is free to all law enforcement participants with a one-time administrative fee of \$75.00. The only cost incurred would be for travel and meal expenses.

**MSI Parking Ticket Software**

- Chief Ricchio reviewed the current software program being used and the ongoing software and data problems and made a second appeal to the board to consider the MSI Parking Ticket software; the cost would be about \$2,400.00 for a 1-yr contract with a 60-day cancellation notice.
- Chief Ricchio indicated that he's looking to purchase a new records management system with grant money and through 911 funding.
- Consensus of the board was to postpone the discussion on this item until the next Committee of the Whole meeting scheduled for May 5<sup>th</sup>. Trustee Szlendak is presenting a possible software company provider to give a presentation at the next COW meeting.
- A suggestion was made by Trustee Schuepfer that the Information/Technology Committee should get together and discuss all of the software needs of the village and Police Department.

**Ordinances:  
-Foreclosure**

- Attorney Rob Bush reviewed the memo prepared by his office dealing with legislation affecting foreclosures.
- The new law requires that municipalities "clearly publish on its website an address and key-person" where notices should be sent. Mayor Jezierny indicated that we already have that information on our website.
- The second new law passed effective March 1, 2010, deals with priority liens for property maintenance activities on vacant property. If the village is maintaining foreclosed properties, a priority lien is in affect and the village will have priority over all other liens in the foreclosure proceedings, except tax liens, and would be paid out of the sale proceeds.

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- The third new law deals with the authority to secure and enclose vacant structures and the fourth law deals with the consolidation of property maintenance liens. Discussion ensued regarding these three items; property maintenance, boarding up, police patrol, etc.
- The Village Attorney will prepare 3 amendments relating to the new laws to the current ordinance regarding foreclosures for the next Committee of the Whole meeting scheduled for May 6, 2010.

**-Adjudication**

- The current ordinance regarding the adjudication process is being amended to include other options for vehicles that are impounded. The consensus of the board was to prepare an amendment to the ordinance for approval at the next board meeting.
- The state is considering possibly eliminating the red-light camera system. The village currently charges an extra \$35.00 adjudication fee for violation review. The consensus of the board was to wait for the state's ruling before eliminating the \$35.00 fee.
- Chief Ricchio indicated that he reviewed a state statute with the Village Attorney regarding state, not local, citation that goes to court the court can assess an additional \$20.00 fee that would be earmarked for us for either squad purchase or squad maintenance. The Village Attorney will check out the state statute for further verification and as a possible amendment to include this fee in our current ordinance.

**-Commercial Water Meters**

- Public Works foreman George Assimakopoulos sent Mayor Jezierny a note indicating that the current ordinance regarding the installation of water meters to commercial properties and multi-family homes did not indicate that the cost for the meter would be the responsibility of the commercial/multi-family user and that the ordinance needed to be revised.
- Trustee Schuepfer reviewed a draft ordinance regarding both residential and commercial water meter replacements. The ordinance amendment will also include a \$1,000 fine for damaged and missing meters.
- Ordinance amendment for commercial users should also include that meter testing should be performed every 3-5 years at the owners' expense. Ordinance should also include an inspection fee for residential and commercial.

**-Home Business License & Inspections**

- It was been brought to the attention of the Ordinance Committee that there are some businesses being run out of homes that are not being inspected and may require a state license and do not have a village business license.
- Trustee Schuepfer reviewed the current section of the village code relating to home occupations in residential areas and provided the board with the proposed amended changes to this section.
- Discussion ensued regarding a number of "businesses" that would fall under the proposed changes to this ordinance.

**Emergency Services & Disaster program**

- In the absence of Trustee Mougolias, Trustee Schuepfer reviewed the purpose of creating this emergency team and the proposed ordinance from the Village Attorney.
- The consensus of the board was to place the motion on the 4-8-10 board agenda for board approval.

**Other Ordinances/Changes to be discussed**

- Solicitors – A photo ID and a \$250.00 permit fee. The Ordinance Chair will prepare an Ordinance based on the items discussed by the board members and guidance of the Village Attorney. Other villages/towns will be contacted to see if they have an ordinance regarding solicitation.

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- Clean up Bond – Building Inspector, Carmen Rinaldi in reviewing building ordinances recommended eliminating the \$75.00 clean up bond for fences. The ordinance amendment will be placed on the 4-8-10 board agenda for board approval.
- Another item that will be reviewed and discussed at the next meeting is Liquor Licenses.

**Request from Peter Kotur**

- After further consideration and review from the discussion at the March 4, 2010 Committee of the Whole meeting on Mr. Kotur's request, the consensus of the board was to eliminate the "1-yr waiting period" to rent a newly purchased condo unit.
- The motion to amend the current ordinance will be placed on the 4-8-10 board agenda for board approval.

**St. Rosalie's Carnival**

- Mayor Jezierny received a request from St. Rosalie's asking if the board members would volunteer their time like we did last year.
- The consensus of the board was to volunteer for bingo on Friday night, July 16<sup>th</sup>; Trustee Gadzinski will reply to Margaret.

**Cheerleaders**

- Mayor Jezierny received a request asking the village to subsidize \$40.00 per cheerleader for the N.Y.A. football season.
- The Mayor will check to see if girls are allowed to play on the football teams.
- If girls are not allowed to play, Trustee Schuepfer indicated that they should be subsidized at the same level as the players.

**Parade – Kick-off for Baseball season**

- Trustee Gadzinski reminded the board of the kick-off parade for the Harwood Heights/Norridge Baseball League scheduled for Sunday, April 18, 2010 at 9:30am starting from the Norridge show parking lot.

**Insurance Reimbursement**

- Mayor Jezierny stated that our insurance carrier will be reimbursing the village \$119,500 per the investigate relating to the accounting problem.

**Cook County Flood Grant**

- Cook County contacted Mayor Jezierny regarding a grant for 10.3 million for 2008 Flood Victim Relief program.
- The village will be hosting a 2008 Flood Victim Relief seminar on Saturday, April 24, 2010; it will begin at 9:30am with registration and at 10:00am a presentation regarding the grant and at 10:30am Cook County representatives will meet with individuals on a one-on-one basis.
- Cook County will review the hardship experienced by each participant; such items may include, mold remediation, property repairs and other flood related issues.
- Flyers will be available at Trustee Gadzinski's mini health fair, the Eisenhower Public Library, in the village lobby, and announcements will be placed on the village website, cable, and a robo call will be made to all village residents on CodeRed on Friday, April 23, 2010 as a reminder.

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**Lawrence Avenue – Flower Pots**

- Mayor Jezierny would like to contact the Horticultural Department at Triton College who offered their services, as a college class, to landscape the flower pots along Lawrence Avenue; there are about 30 pots.
- The horticultural class would do the planting but the village would be responsible for the cost of the flowers, etc.
- Mayor Jezierny will set-up a meeting with the Horticultural Department head to discuss ideas and cost for the Lawrence Avenue beautification.

**Dedication Park**

- Mayor Jezierny described the area by St. Rosalie's/Triangle Park as a possible "Dedication Park" with flowers, benches, solar lighting, etc.
- This park would be a commemorative "Residential Dedication Park" and would replace the naming of individual streets.
- Trustee Gadzinski offered to donate some small trees.

**Relay for Life**

- This years Relay for Life Walk is scheduled for August 13<sup>th</sup> & 14<sup>th</sup>. The Mayor encouraged the board members to set-up a team for this event.
- Chief Ricchio indicated that Detective DeVries and some of the police staff always volunteer for security detail for this event.

**Emergency expenditure**

- Mayor Jezierny had to do an emergency approval for \$2,797 for replacement of the computer server/motherboard that runs our FundWare programs.
- The replacement of the motherboard will warrant a service contract with WTI to reload all the FundWare data back unto the server. The new accountant, Bruno Bellissimo is working on the cost with WTI.
- Both motions will be placed on the April 8, 2010 agenda for board approval.

**Public Comment**

Roy Schmidt: Had questions regarding some of the line items on the financial report.

**EXECUTIVE SESSION**

**Motion by Trustee Gadzinski, seconded by Trustee Szlendak to enter into Executive Session at 9:38pm; on a roll call vote, all in favor – (Trustee Mougolias – Absent).**

**Motion to enter into Executive Session:** pursuant to (5 ILCS 120/2) Sec. 2. Open meetings © Exceptions. A public body may hold closed meetings to consider the following subjects: (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

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Motion by Trustee Szlendak, seconded by Trustee Gadzinski to close Executive Session at 9:46pm; on a roll call vote, all in favor – (Trustee Mougolias – Absent).

Return to open session at 9:47pm; Motion by Trustee Gadzinski, seconded by Trustee Dobrzycki; all in favor – (Trustee Mougolias – Absent).

**Adjournment**

Motion by Trustee Gadzinski, seconded by Trustee Dobrzycki to adjourn. On a voice vote, all being in favor, the motion carried and the Committee of the Whole Meeting of the Board of Trustees of the Village of Harwood Heights was adjourned by Mayor Arlene C. Jezierny on Wednesday, March 31, 2010 at 9:48pm.

Respectfully submitted,

  
Marcia L. Pollowy, Village Clerk