

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HARWOOD HEIGHTS
HELD ON WEDNESDAY, FEBRUARY 4, 2009**

- A. **CALL TO ORDER** at 7:10 pm by Deputy Clerk Marcia Pollowy
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**

Mayor	Margaret P. Fuller (Absent)
Deputy Clerk	Marcia Pollowy
Trustees	Mark Dobrzycki Michael Gadzinski Arlene Jezierny Demetrios Mougolias Therese Schuepfer Lester Szlendak (Electronic Attendance – disconnected at 8:06pm)

In the absence of Mayor Fuller, Deputy Clerk Pollowy requested a nomination for a Temporary Chair for tonight's meeting. Trustee Mougolias nominated Trustee Jezierny as acting chair, seconded by Trustee Schuepfer; on a voice vote, all in favor.

D. AGENDA ITEMS

CDBG Side Street Parking – Presented by Lee Fell from Christopher Burke Engineering

Lee Fell from Christopher Burke Engineering presented the new side street designs for the boards review. Lee asked if the board had received the responses to the questions that were asked at the last board meeting; Lee emailed the responses to the Mayor and tonight the trustees indicated that they did receive those responses. Lee indicated that the village received a \$100,000 CDBG grant and that he was asked to look at alternate parking for the side streets of Octavia and Oconto. Lee presented two designs for Octavia and three designs for Oconto and reviewed each design. The first option on Octavia is the same design presented on the Lawrence Avenue Streetscape project design; diagonal parking on the east side of the street with 5 parking stalls and 1 handicap stall and no parking on the west side. The second option design would only allow for 1 diagonal parking space on the west side of Octavia due to the driveway coming out of Biago's parking lot and would also make Octavia from the alley to Lawrence Avenue one-way going north because there is only 14 feet between the back to stall/back to stall and the guidelines require a minimum of 20 feet. To eliminate making Octavia one-way from the alley, instead of 1 diagonal stall, put in a parallel parking space; the board seemed to be in consensus with this design option.

On Oconto, Lee presented 3 options; option 1 is the original design which included 5 parking stalls and 1 handicap stall on the west side of the street. Option 2 on Oconto adds 5 parking stalls and 1 handicap stall on the east side in addition to the 5 parking stalls and 1 handicap stall on the west side; this option would eliminate the northern driveway of the existing parking lot and then Oconto would become a one-way street to the south from Lawrence Avenue to the alley. Option 3 would add 5 parking stalls on the east side of Oconto in addition to the stalls already on the west side and this would keep the north driveway but Oconto would become a one-way street. Lee indicated that the east side of Oconto could become parallel parking instead of diagonal; if we keep the north driveway 2 parallel spaces could be added, if we eliminate the driveway, a third stall could be added. Trustee Szlendak suggested that we hold a public meeting for the residents in that area for their feedback. Lee indicated to Lester who was attending by electronic attendance that the trustees were not for all the options that were presented. Lee suggested keeping the two-way traffic and putting 2 or 3 parallel stalls on the east side. Trustee Mougolias and Trustee Schuepfer indicated that they would not be in favor of a one-way street on both Octavia and Oconto; this would cause people to use the alley as a thoroughfare and create more problems. Trustee Jezierny asked Lee Fell if it was possible to get a "Do Not Block Intersection" sign on the southwest corner of Lawrence and Oconto; Lee felt that request should come from the Mayor and he would supply the name of the person to contact at IDOT and could draft a letter for that request.

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Lee Fell will prepare a proposal to prepare plans and specs to utilize CDBG funds and MFT funds with a base bid for Octavia and then an alternate to do both streets and will include an exhibit for each street showing the changes; 1 diagonal space on the west side of Octavia and 2 parallel spaces on the east side of Oconto keeping the north driveway (Bank/Old Warsaw).

There was a board consensus to draft the proposal to prepare the plans and specs for the side street improvements as discussed.

SSA Audit

Trustee Szlendak indicated that he would like to engage Miller Cooper to perform a cost accounting report for the Lawrence Avenue Streetscape Project. The report will include: 1.) What money was spent; 2.) What were the sources of the money; 3.) How much revenue was received in the SSA? 4.) What is the maximum amount of MFT funds that can be used on this project? 5.) Engineering costs, consulting costs, etc. that can be accounted for; 6.) How much of the Water fund can be used? Trustee Szlendak also wanted to know what the yearly maintenance fee cost will be. The consensus by the board was to place a motion on the February 12th agenda to engage Miller Cooper to do a cost accounting analysis of the streetscape project.

Refund of Tax Overcharge

Trustee Szlendak commented that he has not received a reply from the Mayor on his request regarding the taxpayer listing that she received from the Cook County Assessor's office; he had asked if the report had been received in electronic format. If the list is in electronic format it can be sorted by name or address and can be compared to the water billing listing. If the report is a hard copy report it can be scanned, extracted into a excel spreadsheet and then sorted. Instructions need to be given to the Village Accountant to perform this data sort. Trustee Szlendak feels that the proposal proposed by the Mayor instructing residents to come in and show proof of tax payments is unacceptable. By filtering the report, Trustee Szlendak believes that 95% of the names will match and the refunds checks can be sent out without having residents come in and show proof of the tax payment. Trustee Szlendak will define and prepare motions on the refund mailing procedure for board approval for the 2-12-09.

Approval of Committee of the Whole Minutes

Trustee Schuepfer moved to approve the minutes of the Committee of the Whole meetings for the dates listed, seconded by Trustee Gadzinski.

Trustee Dobrzycki asked for the motion to be tabled, that he did not have a chance to review all the minutes prior to tonight's meeting.

Motion to Table the approval of the Committee of the Whole minutes by Trustee Dobrzycki, seconded by Trustee Szlendak.

Trustee Schuepfer indicated that an ordinance was passed by the board at the last board meeting and that the Mayor's did not veto the approval of Committee of the Whole minutes at a Committee of the Whole meeting.

A roll call vote to Table the Committee of the Whole minutes resulted as follows:

A YES: Trustee Dobrzycki, Gadzinski, Jeziorny, Mougolias, Schuepfer, Szlendak

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

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Request for "Resident Only" Parking

Trustee Schuepfer indicated that she spoke with Mrs. Pat Renk regarding the request for "Resident Only" parking and that Mayor Fuller had the Police Department do a check on Leland where Mrs. Renk lives and reported that a number of the cars parked on Leland were non-resident cars. Previously Mrs. Renk had approached the board at a Committee of the Whole meeting with a request for "Permit Parking." Mrs. Renk stated that she is working on getting the new signatures for the "Resident Only" request, but due to the cold weather and snow she has not been able to get all the required signatures. Mrs. Renk will contract Trustee Schuepfer when she has completed the petitions.

Finance Committee Minutes

The Finance Committee meeting minutes for November 25, 2008 and January 22, 2009 will be approved at the next scheduled Finance Committee meeting.

Cost Estimate for the 2009 Tree Trimming Program

Trustee Gadzinski stated that he has been in contact with Hendrickson Tree Service throughout the last few months and at this time there is no estimate for the 2009 Tree trimming Program; the program also needs to be coordinated with Superintendent Tom Wolfe. Trustee Gadzinski will inform the board when the cost estimates are received. The cost estimates will be for the next appropriation budget.

NEW BUSINESS

Trustee Mougolias informed the board that the Harwood Heights/Norridge Chamber of Commerce is coming out with a new Community Guide and he is reviewing it for any changes that need to be made; the mail date will be sometime in March.

E. PUBLIC COMMENT

Roy Schmidt: Asked if the November 25th Finance Committee meeting minutes had been approved?

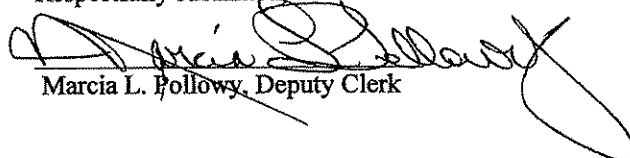
Response was that the Deputy Clerk was instructed by the Mayor to release the unofficial, unapproved minutes to the two individuals who had requested that information under an FOIA request.

F. EXECUTIVE SESSION

G. 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 Temporary Chair Trustee Jezierny on Wednesday, February 4, 2009 at 8:15pm.

Respectfully submitted,


Marcia L. Followy, Deputy Clerk