

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HARWOOD HEIGHTS  
HELD ON THURSDAY, NOVEMBER 3, 2011**

- A. **CALL TO ORDER** at 7:00pm by Mayor Arlene C. Jezierny
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL –**

Mayor	Arlene C. Jezierny
Clerk	Marcia L. Pollowy
Trustees	Mark Dobrzycki (Absent) Michael Gadzinski (Absent) Demetrios Mougolias Therese Schuepfer Lawrence Steiner Lester Szlendak (Arrived 7:33pm)
Attorney	Rob Bush

Also present: Attorney Mark Heinle  
Chief Mario Ricchio  
Treasurer Joe Russo  
Accountant Bruno Bellissimo

**D. AGENDA ITEMS**

**Approval of Committee of the Whole Minutes for October 11, 2011.**

Motion by Trustee Steiner, seconded by Trustee Schuepfer

- Approval of Committee of the Whole Minutes for October 11, 2011.

On a voice vote, all being in favor (Trustee Dobrzycki, Gadzinski, Szlendak – Absent), the motion carried and the minutes for the October 11, 2011 Committee of the Whole meeting were approved.

**WSSRA Share formula**

- Village Accountant Bruno Bellissimo spoke with the Executive Director of the WSSRA who indicated that they are finalizing the share formula for the 2012 WSSRA contribution as they are still waiting for the current EAV from the county for the 440 properties that pay taxes to the Norridge Park District.
- The current estimated share amount for the Village of Harwood Heights is \$48,650, which is about the same as our last year share which was \$48,493.
- Accountant Bruno Bellissimo stated that Trustee Gadzinski will update the board when additional information is received.

**IML – Risk Management Renewal**

- Accountant Bruno Bellissimo reviewed the 2 options regarding the 2012 Contribution to the Illinois Municipal League Risk Management program.
- Due to the high claim exposure the last couple of years, Bruno recommends that the village again next year pay the full annual contribution rather than the min/max. 2012's contribution is about \$7,000 more than last year.
- The motions for approval of the ordinance and the 1st half payment of the annual contribution will be on the November 10, 2011 board agenda.

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**Financial Update thru September 2011**

- Accountant Bruno Bellissimo provided the board with the September 2011 financial report for fiscal year 2012 interim (cash basis) actual to budget.
- The September 2011 report showed that the General Fund expenditures exceeded the revenues by (\$61,443). The Water & Sewer Fund expenditures exceeded the revenues by (\$29,508). The Garbage Fund expenditures exceeded the revenues by (\$79,590). The Motor Fuel Tax Funds revenues exceeded expenditures by \$72,088.
- Compared to last year, the General Fund is approximately \$85,000 ahead of last year and the village is moving in a positive direction.
- Accountant Bruno Bellissimo also indicated that the reports are now showing monthly and year-to-date numbers for payroll as requested by Trustee Szlendak and Schuepfer.
- Chief Ricchio indicated that most of his revenue line items are on target or exceeding the budgeted amount and he will continue to monitor all these items for the balance of the fiscal year.

**Old Village Hall property taxes**

- Attorney Mark Heinle updated the board on a situation where a resident's tax payment for his home was inadvertently applied/credited by Cook County to the exempt old Village Hall property for \$780; the residents pin number is just one number off from the old Village Hall pin number.
- The village should be receiving a one-time tax refund around the first of the year for about \$2,600; the village will then refund to the resident the amount of \$780.18.

**Next Steps for TIF implementation process**

- Attorney Mark Heinle reviewed the initial TIF study that was done by Kane, McKenna and the village's option to go forward with the approval for the second step of the TIF study as it was presented in the original contract passed by the board in June, 2011.
- The second step in the TIF study creates a formal redevelopment plan which sets the stage to determine if the village wants to continue and go forward to approve a TIF District or use another type of financing that may be available.
- Trustee Szlendak requested that we have another meeting regarding this next step since 2 of the trustees are absent tonight.
- It was agreed that we would have a Committee of the Whole meeting prior to the regularly scheduled Board meeting on November 10, 2011 to review the process with the Trustees that were absent from today's Committee of the Whole meeting.

**Chicago Curfew Ordinance**

- Trustee Schuepfer provided the board with a copy of the village's current "curfew" info, a copy of Chicago's Ordinance rules and a memorandum from the Village Attorneys. Attorney Mark Heinle reviewed his memorandum regarding state statute and the City of Chicago's ordinance.
- Discussion ensued and it was suggested that we also need to include "curfew" hours regarding Halloween "Trick or Treating;" the village currently does not have any specified hours.
- Trustee Schuepfer will draft a revised ordinance for the next Committee of the Whole meeting scheduled for December 1, 2011.

**Liquor Ordinance**

- The Mayor distributed a proposed ordinance regarding amending the current ordinance to regulate the number of liquor licenses when a retail or establishment closes leaving an open license available.
- Reducing the maximum number of licenses gives the board greater control to determine whether a liquor license in a particular class should be increased in order to issue a new liquor license for a new establishment.

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- Many of the surrounding communities are implementing this process, allowing for their boards to make the determination if a new license should be approved.
- A lengthy discussion ensued regarding why we have to approve this ordinance at the November 10, 2011 board meeting when we have a perspective establishment that has requested a liquor license application.
- The consensus of the board was to wait a month or so before adopting the amended ordinance to see if the applicant returns the application requesting a liquor license.

**Banners/Attractors**

- The question of whether businesses could display banners or attractors was brought to the boards' attention by a concerned resident.
- The display of banners/attractors must be board approved and only for a specific time period; the new comprehensive zoning codes does not address these items. Banners have been approved in the past for the new ALDI's, Plato's Closet, Montclare Apartments and other businesses within the village.
- A lengthy discussion ensued among the board members regarding banners/attractors and the need for certain guidelines to be followed for displaying banners/attractors.
- The board members want our businesses to flourish and if these advertising banners/attractors are helping their business, they don't see a problem allowing them. The board agreed that no banners/attractors should be allowed on village property.
- The Ordinance & License Committee will review this item in more detail.
- Attorney Mark Heinle indicated that on October 26<sup>th</sup> the Plan Commission held the 1<sup>st</sup> of 2 public hearings on the proposed zoning code text amendments and re-zoning map; the 2<sup>nd</sup> public hearing will be on Monday, November 14<sup>th</sup>. Possibly for the next Committee of the Whole meeting, December 1, 2011, the board will have the recommendations and findings from the Plan Commission for review and discussion and then approve it at the December 8<sup>th</sup> board meeting.

**No Thru Streets (Oconto – Oketo)**

- This item was discussed at the October Committee of the Whole meeting and it was agreed that Chief Ricchio would set-up the traffic/speed monitor on Oconto to provide more data.
- Chief Ricchio indicated that they did 2 traffic studies, one on Oketo and one on Oconto. The 7-day traffic study on Oketo showed the following results: The average daily volume of cars, north & south, on Oketo was about 5,253 cars a day; in the 7-day period there were about 38,000 cars. The average speed on a daily basis was 31.1 miles per hour; 50% of the traffic was about 29mph, a large percent, about 67% was almost 34mph. The spikes in traffic were from 8:00pm to 11:00pm and the highest clocked speed was 44mph.
- Discussion ensued for solutions regarding this problem without making it difficult for the residents who live on those streets.
- The consensus of the board was to install "No Thru Traffic" signs on Lawrence Avenue at Oconto, Octavia and Odell. A "No Thru Traffic" sign will also be placed on Leland at Oketo and speed bumps would be installed in the Spring-Fall on Oketo from Lawrence to Wilson.
- The motions for the signs and speed bumps will be placed on the November 10, 2011 board agenda for board approval.

**Village Calendar**

- Letters were sent to all our local businesses for purchasing space in our village calendar for 2012; we've received 3 replies already.

**Village Employee/Appointee Christmas Party**

- The Mayor is looking at Thursday, December 15<sup>th</sup> for this year's Village Christmas Party.

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Sing-A-Long with the Clerk

- The Sing-a-Long with the Clerk will be held on Friday, December 16, 2011.

BSI – Backflow Solutions

- This item was pulled from the October 28, 2011 board agenda for further discussion at the November 3, 2011 Committee of the Whole meeting.
- Copies of the original BSI contract were given to the trustees for review.
- The Contract Agreement Extension creates no additional cost to the village. BSI is honoring the original contract and extending it for an additional 5-years at the same terms and annual fees.
- If any of the trustees have any questions they can contact either the Mayor, Superintendent Tom Wolfe or Village Accountant Bruno Bellissimo.

Public Comment

**Roy Schmidt:** Indicated that his email to the Mayor was asking if it was legal to put these banners on village property?

**Peter Magnelli:** Stated that the neighborhood paper indicated that the schools and library are opposed to the creation of a TIF District. Asked if the village received what the estimated annual income would be for the TIF area?

**Attorney Rob Bush:** Stated that the revenue generated by the TIF would be dependent on what developments might occur within the TIF District to create the increment in tax funds; if no development occurs there would be no increase.

**E. EXECUTIVE SESSION**

**Motion by Trustee Mougolias, seconded by Trustee Szlendak at 8:20pm; on a roll call vote, all in favor (Trustee Dobrzycki & Gadzinski – 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: (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. (6) The setting of a price for sale or lease of property owned by the public body.

**Motion to Reconvene Open Session at 9:00pm by Trustee Mougolias, seconded by Trustee Steiner, on a voice vote, all in favor (Trustee Dobrzycki & Gadzinski – Absent).**

**ADJOURNMENT**

Motion by Trustee Schuepfer seconded by Trustee Mougolias to adjourn. On a voice vote, all present being in favor (Trustee Dobrzycki & Gadzinski – Absent), 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 Thursday, November 3, 2011 at 9:00pm.

Respectfully submitted,

  
Marcia L. Pollowy, Village Clerk