

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HARWOOD HEIGHTS
HELD ON THURSDAY, DECEMBER 8, 2011**

A. CALL TO ORDER at 7:43 pm by Mayor Arlene Jezierny

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Mayor	Arlene C. Jezierny
Clerk	Marcia L. Pollowy
Deputy Clerk	Mary O'Connor
Trustees	Mark Dobrzycki Michael Gadzinski Demetrios Mougolias Therese Schuepfer Lawrence Steiner Lester Szlendak
Attorney	Rob Bush

D. PUBLIC COMMENT

No Public Comment

E. REPORTS OF MAYOR, TRUSTEES, CLERK AND ATTORNEY

Mayor's Report

Mayor Jezierny

Attended the Polish National Alliance Christmas party with Clerk Pollowy and Trustee Gadzinski. It was a nice event.

Also attended the Rotary and Chamber meeting with Major Yoder from the Salvation Army which was very well attended. More and more businesses are joining the Chamber from Harwood Heights and Norridge as well as Chicago. Gave discussions on what was going on in their towns.

Attended the Senior Christmas Party today.

There will be a Plan Commission Meeting on December 12 at 7:00 pm to hear the planning and development for the Bradford developer for the Mariano's property. There will be a special board meeting on December 14th.

Forestry & Green Initiatives

Trustee Dobrzycki

Attended services for former Mayor Norb Pabich. Expressed his sadness. Asked for all to keep him and his family in their prayers. Attended the Senior Luncheon and thanked them for their hospitality. Wished everyone the best for the upcoming holidays and for 2012.

Recreation

Trustee Gadzinski

No Report

Public Works

Water & Sewer

Trustee Steiner

Parking restrictions for snow removal is now in effect. Asked for Boards approval for agenda item I 6.

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Public Health & Safety/Building

Trustee Mougolias

Stated that we enacted a garbage fee about 1 ½ years ago. We did it at times where our Village was struggling financially. We thought that our best action would be to enact a garbage fee. Nobody on the board or the Mayor wanted to do this. Our residents for the most part have been paying this fee. Now, for a lot of our residents, times are still a little tough. For our Village however, since we have been pretty responsible with our money, cutting in all departments and being financially responsible, the Village is doing much better. Our accountant has stated we are seeing a small surplus growth. Has spoken with Arc Disposal and has talked about maybe looking into a franchise agreement where all our local businesses would have one disposal company in town and this could lead up to a 20 to 25% decrease in our overall bills. Our garbage fee collects about 440,000.00. Would like to discuss this at the January Committee of the Whole meeting.

Ordinance/License

Trustee Schuepfer

Asked for Boards approval on agenda item I-29 which would place a question on the ballot for the March 2012 primary election. This would allow voters to opt out of the ability of the Village to negotiate on behalf of the residents for better electric fees. Agenda item I-31 is an ordinance that would enhance our ability to collect gas use taxes. Agenda item I-33 Abates the Tax Levy that's associated with the Lawrence Avenue Streetscape project. Agenda item I 35 & 37 repeals and replaces Title 17 of the Village Code that deals directly with Zoning. One of these items replaces the code text and the other does the zoning map.

Finance

Information & Technology

Trustee Szlendak

Tax Levy Ordinance 11-44 states that we are increasing our payment to the Police Pension Fund. We are not going to pay the minimum. We are increasing our payment by 5% OR \$500,000.00 to the Pension plan. This would leave us at approximately 82-85% funded which is considerably higher than anybody else in the area. There is no raise in the tax levy. Asked Village Accountant Bruno Bellissimo to give a 6 month update on the status of Village funds.

Bruno Bellissimo: October 31, 2011, is our 6 month mark for fiscal year 2011/2012. Speaking of the General fund: Our outflow of cash exceeded our inflows by \$70,000.00. Compared to the previous year that's actually a \$98,000.00 positive difference from the previous year. Our revenue sources should be at approximately 50% collective. Most of them are or above with the exception of the state income tax. This is down 33% as the state is behind on those payments. Had those payments been on time we would have been pretty even at this point. For departmental expenditures we should be at about 50%. All our reports show that we fall below 50% so that means we have been diligent in our spending. The water fund shows our cash outflows did exceed our inflows by approximately \$117,000.00. The reason for this is because we have a program for new water meters for the Village and we are using the water fund reserves to fund that program. If that wasn't there we would have a surplus today. As far as cash available, if we take into account reduction from inter-fund payables, we have approximately \$460,000.00 available in our General Fund. Although our bank balances total several million. The General Fund is what we use to operate the Village. The GFOA recommends having approximately 17% of your budget in cash reserves. We are better than we were a couple years ago and its slowly moving up. Comparison from previous year, most of the revenue items have been stable, slightly increased or remain the same. The average monthly revenues for fiscal year 2012 have been \$467,000.00.

Trustee Szlendak: Thanked Tom Wolfe the Superintendent of Public Works for doing a wonderful job replacing the old water meters. These meters will lower our costs for water billing. Feels the numbers for the audit are going to be a pleasant surprise.

Mayor Jezierny stated that former Mayor Norb Pabich served on the Youth Commission, served as a Trustee for 8 years, served as the Mayor for 4 years, resurrected the Harwood Heights Youth Baseball Program and he was very involved with this community. Asked for a moment in silence in honor of Mayor Pabich.

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Clerk's Report

Read a Resolution from Commissioner Frank Avila from the Water Reclamation District of Greater Chicago in Honor of Norbert A. Pabich.

We are still collecting for the Angel Tree program for the Salvation Army. The presents will be collected on December 13th. Food items can be collected until December 16th.

On Friday December 16th we will be hosting our annual "Sing-A-Long with the Clerk" at 7:00pm.

Pulling Ordinance 11-43 to be amended; on page 4 of the Ordinance it should state January 1, 2012, instead of December 1, 2011. Instead of 1 year prior to filing it should say 3 years. Articles should be commenced more than 4 years from the date of such amount will be changed to 3 years. On the following page "public utilities supplying gas to the Village of Harwood Heights" will be removed and the word "taxpayer" will be inserted. Also amending the verbiage for Ordinance 11-47: The Ordinance will read: An Ordinance amending the official zoning map of the Village of Harwood Heights.

Attorney's Report

Note that Agenda items I 31 & 37 should say "as amended". Also will be requesting an executive session to discuss the purchase of real estate.

F. TRUSTEE COMMENTS

Trustee Szlendak: Stated that the Senior Citizen Christmas Party was wonderful. He discussed with the seniors how very few of them come to the meetings and is going to recommend at the next COW meeting that the helper bus is available so the seniors can be brought to and from the Board meetings.

Trustee Steiner: When people are picking up children at Union Ridge School, the traffic is backing up on Oak Park Avenue. If there are cars parked along the curb traffic cannot get around these cars. Is concerned that if there is an emergency vehicle trying to get through at this time it may be difficult. Thinks we should look into possibly having "No Parking" during school days along the northbound curb of Oak Park along the school so traffic can move more smoothly.

Trustee Dobrzycki: Has brought up the issue at the COW meetings when children are being brought to and picked up at Union Ridge School. There are several issues that he has discussed with the Chief of Public Safety and they are continuing to look into them.

Trustee Gadzinski: Stated that on December 3rd, he, Mayor Jezierny, resident Maria Salvador and Ron Stoch from the Eisenhower Public Library, stood out in front of Dominick's on Cumberland ringing a bell to raise money for the Salvation Army. The HHYC is holding registration on 12/17/2011 for floor hockey, soccer, and gymnastics from 10am – 1pm.

Mayor Jezierny: Added that music really puts people in a good mood. When people were coming to Dominick's and listening to Trustee Gadzinski's music and the Christmas Carols, people were already digging in their pockets and their purses to put money in the kettle.

G. SPECIAL COMMITTEE REPORTS

None

H. APPOINTMENTS/REAPPOINTMENTS

None

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I. CONSENT AGENDA

Motion by Trustee Mougolias seconded by Trustee Szlendak on Consent Agenda Items I 1-43 as amended.

1. To approve the regular minutes of the Board of Trustees meeting held November 10, 2011.
2. To approve the minutes of the CDBG Public Hearing meeting held November 29, 2011.
3. To approve expenditure, not to exceed **\$1,827.63**, payable to HD Supply Waterworks, LTD for supplies needed for Sensus Meter installations, expensed to FY 11/12 line item 22-00-00-6016 – Water & Sewer Fund.
4. To approve expenditure, not to exceed **\$30,000.00**, payable to Robert W. Hendricksen Co. for the 5-year tree maintenance program expensed to FY 11/12 line item 11-04-00-7053 – Forestry.
5. To approve expenditure, not to exceed **\$24,865.00**, payable to Robert W. Hendricksen Co. for removal of dead and storm damaged trees expensed to FY 11/12 line item 44-00-00-7050 – MFT Fund (\$20,000.00) and 11-04-00-7050 – Forestry (\$4,865.00).
6. To approve expenditure, not to exceed **\$10,658.18**, payable to Standard Equipment Company for emergency repairs on the Street Sweeper expensed to FY 11/12 line item 44-00-00-8032 – MFT Fund.
7. To amend the purchase price of a new 2012 International Dump Truck from Chicago International Trucks through a municipal lease payable for 7 years **plus interest** expensed to 11-06-00-8505 not to exceed \$131,868.66 and to authorize the Mayor to sign the amended payment schedule.
8. To approve expenditure, not to exceed **\$134,689.30**, payable to Schroeder & Schroeder Inc. for the 2011 MFT Sidewalk Program expensed to FY 11/12 line item 13-14-02-7130 –CDBG Grant Fund.
9. To approve expenditure, not to exceed **\$2,800.00**, payable to RICOH for extension on the maintenance agreement to 5-30-2013 on 5 copiers expensed to FY 11/12 line items 11-01-00-9506 - General Administration (\$280.00); 11-03-00-9506 – Finance (\$140.00); 11-05-00-9506 – Police (\$140.00) and 11-06-00-9506 – Public Works (\$140.00).
10. To approve expenditure, not to exceed **\$18,265.36**, payable to Christopher B. Burke Engineering for Professional Services from September 25, 2011 to October 29, 2011 for the Flood Storage Facility Project expensed to FY 11/12 line item 13-06-00-7130 – IKE Grant Expenditures.
11. To approve expenditure, not to exceed **\$9,528.76**, payable to Clark Dietz, Inc. for Professional Services for the period October 1, 2011 to October 28, 2011 for the Ainslie & Argyle CDBG ('09) MFT Resurfacing Design expensed to FY 11/12 line item 44-00-00-8053 – MFT Fund.
12. To approve expenditure, not to exceed **\$10,800.00**, payable to Clark Dietz, Inc. for Professional Services for the period October 1, 2011 to October 28, 2011 for the 2011 MFT Sidewalk – Design, expensed to FY 11/12 line item 44-00-00-8032 – MFT Fund.
13. To approve expenditure, not to exceed **\$3,000.00**, payable to Clark Dietz, Inc. for Professional Services for the period October 1, 2011 to October 28, 2011 for the ERP/MFT Street Rehabilitation - Design expensed to FY 11/12 line item 44-00-00-8055 – MFT Fund.
14. To approve expenditure, not to exceed **\$5,000.00**, payable to the Senior Assistance Center for the 3rd & final partial payment of the annual contribution of \$15,000.00 for 2011/2012 expensed to FY 11/12 line item 11-01-00-7033 – General Administration.
15. To approve expenditure, not to exceed **\$4,000.00**, payable to Public Sector Solutions, LLC for Lobbyist Services for the month of October & November 2011 expensed to FY 11/12 line item 11-01-00-9502 – General Administration.

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16. To approve expenditure, not to exceed **\$18,046.00**, payable to Miller Cooper & Co., Ltd. For billing in connection with the April 30, 2011 Annual Financial Audit expensed to FY 11/12 line item ii-03-00-7034. Finance.
17. To approve expenditure, not to exceed **\$16,794.66**, payable to Ancel Glink, Diamond, Bush, DiCianni & Krafthefer for billing through October 31, 2011; expensed to FY 11/12 line item 11-02-00-7051- Legal.
18. To approve expenditure, not to exceed the amount of **\$150.00**, payable to John Caravia for refereeing the intermediate basketball program @ \$10.00 per game and 3 sessions per game. (following dates: 11/2, 11/3, 11/16, 12/3, 12/7) expensed to FY 11/12, line item 11-08-00-7031-Recreation.
19. To approve expenditure, not to exceed the amount of **\$200.00**, payable to World's Oldest Sports for the purchase of new soccer balls for the soccer program. Expensed to FY 11/12, line item 11-08-00-7036-Recreation.
20. To approve expenditure, not to exceed the amount of **\$60.00**, payable to Scott Rein for services rendered as Coach for the volleyball program. (3 sessions per night@ \$10.00 per session for the following dates: 11/15 and 11/22) Expensed to FY 11/12, line item 11-08-00-7034-Recreation.
21. To approve expenditure, not to exceed the amount of **\$150.00**, payable to Kevin Hilton for services rendered as coach for the beginning, intermediate and advanced basketball programs. Expensed to FY 11/12, line item 11-08-00-7031-Recreation.
22. To approve expenditure, not to exceed the amount of **\$100.00**, payable to Scott Rein, for services rendered as referee for the beginning, intermediate and advanced basketball programs. Expensed to FY 11/12, line item 7031-Recreation.
23. To approve expenditure, not to exceed the amount of **\$150.00**, payable to Richard Varella for services rendered as coach for the beginning and advanced basketball programs. Expensed to FY 11/12, line item 11-08-00-7031-Recreation.
24. To approve expenditure, not to exceed the amount of **\$800.00** payable to "World's Oldest Sports" for the purchase of jerseys and whistles for the beginning, intermediate and advanced floor hockey programs. Expensed to FY 11/12, line item 11-08-00-7035-Recreation.
25. To approve expenditure, not to exceed the amount of **\$60.00**, payable to Carolina Woloszyn for services rendered as Coach for the volleyball program @ \$10.00 per session, 3 sessions per night for the following dates: 11/15, 11/22). Expensed to FY 11/12, line item 11-08-00-7034 – Recreation.
26. To approve a Single Family Flood Grant FY 11/12 for **4613 N. Newland Avenue** in the amount of **\$1,500.00** pending all licenses, inspections and approval from the plumbing inspector to be expensed to FY 11/12 line item 22-00-00-7075 – Water & Sewer.
27. To approve the **removal** of Handicap Parking sign # **03-67** at the address commonly known as **4523 N. Newland Avenue** and to direct Public Works to remove the sign in a timely manner.
28. To approve the **removal** of Handicap Parking sign # **03-55** at the address commonly known as **7531 W. Winnemac** and to direct Public Works to remove the sign in a timely manner.
29. To Adopt **Ordinance 11-42**, An Ordinance Providing for the Submission of a Public Question Regarding Electric Aggregation to the Voters of the Village of Harwood Heights at the General Primary Election to be Held on March 20, 2012.
30. To approve the Municipal Gas Use Tax Collection Agreement between the Village of Harwood Heights, Illinois and Northern Illinois Gas Company, d/b/a Nicor Gas Company and to authorize the Mayor to sign the agreement.

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31. To Adopt **Ordinance 11-43**, An Ordinance Amending Article 2 ("Gas Use Tax") of Chapter 3.20 ("Utility Taxes") of the Harwood Heights Code of Ordinances to Enhance the Collectibility of the Gas Use Tax and to More Closely Align Village Gas Use Tax Regulations and Nomenclature with Other Home Rule Municipalities.
32. To Adopt **Ordinance 11-44**, An Ordinance Levying Taxes for the General Corporate and Other Purposes for the Fiscal Year Beginning May 1, 2011 and Ending April 30, 2012 for the Village of Harwood Heights, Cook County, Illinois.
33. To Adopt **Ordinance 11-45**, An Ordinance Abating the Tax Heretofore Levied for the Year 2011 to Pay the Interest and Principal on \$2,510,000 General Obligation Bonds, Series 2006B of the Village of Harwood Heights, Cook County, Illinois.
34. To concur with the Plan Commission's report of Findings of Fact and Recommendation to Adopt the Comprehensive Zoning Code Text Amendment as presented by Houseal Lavigne at the Public Hearings on October 26, 2011 and concluding on November 14, 2011 as the Village's New Comprehensive Zoning Code Text Amendment.
35. To Adopt **Ordinance 11-46**, An Ordinance Repealing and Replacing Title 17, as Amended, of the Village of Harwood Heights Code of Ordinances with Comprehensive Zoning Code Text Amendments.
36. To concur with the Plan Commission's report of Findings of Fact and Recommendation to Adopt the Comprehensive Zoning Code Map Amendments as presented by Houseal Lavigne at the Public Hearings on October 26, 2011 and concluding on November 14, 2011 as the Village's New Comprehensive Zoning Code Map Amendments.
37. To Adopt **Ordinance 11-47**, An Ordinance Amending the Official Zoning Map of the Village of Harwood Heights.
38. To approve the 911 expenditures totaling \$4,853.16 for November 2011 as they appear on the 911 check register.
39. Transfer from Parkway General Savings Account in the amount of \$400,577.01 as they appear on check register #51341 thru #51411 as 11-30-11.
40. Transfer from Parkway General Savings Account in the amount of \$167,597.43 as they appear on check register #51412 thru #51465.
41. Transfer from Parkway General Savings Account in the amount of \$141,163.88 to Parkway Bank Payroll Account.
42. Transfer from Parkway General Savings Account in the amount of \$140,000.00 to Parkway Bank Payroll Account for the estimated payroll for 12-30-2011.
43. Electronic transfer from Parkway General Savings Account in the amount of \$12,610.87 for November 2011 IMRF Pension Fund.

A roll call vote on Consent Agenda item I 1-43 as amended resulted as follows:
A YES: Trustee Dobrzycki, Gadzinski, Steiner, Mougolias, Schuepfer, Szlendak
NAYS:
ABSTAIN:
ABSENT:

Motion Carried

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J. NEW BUSINESS

None

K. OLD BUSINESS

None

L. CORRESPONDENCE

Clerk Pollowy: Read a thank you note to the Harwood Heights Police Department from the Norwood Park Fire Department for help in reducing the ISO rating from a class 5 to a class 3. Our Fire Department will be ranked in the top 8% of the 2500 Illinois Departments. Hopefully the businesses and residents will see a reduction in their insurance costs in the future.

M. TRUSTEE COMMENT

Trustee Dobrzycki: Wanted to tell all residents to secure their homes when they leave. Please call our Harwood Heights Police Department if you see anything suspicious.

Trustee Szlendak: Our Senior Club is a wonderful asset for our town. Today in our meeting, three of our Trustees made a commitment to make a Christmas donation to them. Hopes other Trustees will join in and remember them in their Christmas giving.

Trustee Mougolias: Stated that he would like to see our residents shop in Harwood Heights which will keep tax dollars in the Village. Always recommends buying American to keep the jobs here.

Trustee Steiner: Encourages residents to shop local. Suggested gift cards from our local restaurants.

Mayor Jezierny: The Special Events Committee hosted the "Taste of Italy" and it was very successful. Residents are already asking when we are going to have "Taste of Poland". The committee is looking at a date in February. Because some of our Polish restaurants are very small, that celebration will be held at the Harwood Heights Village Hall Community Center.

Next year is our 65th Anniversary. The Special Events Committee is planning a picnic in August. We look forward to that and a number of other events that will take place during the year to celebrate our 65th Anniversary. She appreciates their time and efforts.

N. EXECUTIVE SESSION

Motion by Trustee Dobrzycki, seconded by Trustee Mougolias at 8:12pm; on a roll call vote, all in favor.

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: (6) The setting of a price for sale or lease of property owned by the public body.


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Motion by Trustee Steiner, seconded by Trustee Schuepfer to Reconvene Open Session at 9:48pm; on a voice vote, all in favor.

O. ADJOURNMENT

Motion by Trustee Schuepfer, seconded by Trustee Mougolias to adjourn. On a voice vote, all being in favor, the motion carried and the Regular Meeting of the Board of Trustees of the Village of Harwood Heights was adjourned by Mayor Arlene C. Jezierny, on Thursday, December 8, 2011 at 9:48pm.

Respectfully submitted,



Marcia L. Pollowy, Village Clerk
Prepared by Mary O'Connor, Deputy Clerk