

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HARWOOD HEIGHTS  
HELD ON WEDNESDAY, MARCH 16, 2011**

A. **CALL TO ORDER** at 7:03 pm by Mayor Arlene C. Jezierny

B. **PLEDGE OF ALLEGIANCE**

C. **ROLL CALL –**

Mayor	Arlene C. Jezierny
Clerk	Marcia L. Followy
Trustees	Mark Dobrzycki (Arrived 7:14pm) Michael Gadzinski (Arrived 7:05pm.) Demetrios Mougolias Therese Schuepfer Lawrence Steiner Lester Szlendak
Attorney	Mark Heinle

Also present: Tom Wolfe, Public Works Superintendent  
Bruno Bellissimo, Village Accountant – Arrived at 7:25pm.

D. **AGENDA ITEMS**

**Approval of Committee of the Whole minutes for March 2, 2011.**

**Motion by Trustee Mougolias, seconded by Trustee Gadzinski**

- Approval of Committee of the Whole Minutes for March 2, 2011.

**On a voice vote, all being in favor (Trustee Dobrzycki – Absent), the motion carried and the minutes for the March 2, 2011 Committee of the Whole meeting were approved.**

**Revise Meter Ordinance 10-15**

- Mayor Jezierny indicated that she and Public Works reviewed the revised changes to Ordinance 10-15 that was passed in May 2010. A letter is going out to all the commercial and retail business for meter replacement. The proposed changes to the revised ordinance were reviewed with the board.
- The revised Ordinance will be on the 3-24-11 Consent Agenda for board approval.

**Harwood Heights Noise Commission Survey**

- Mayor Jezierny updated the board on a number of questions she posed to all the members at the ONCC meeting that was held on March 4, 2011. She also passed out and reviewed with the board the airport noise level report, the noise contour map and the runway use report. On the aircraft noise report Harwood Heights shows a 12-month average of 67.8 which is the highest noise level of the 37 communities surrounding the airport, yet, Harwood Heights & Norridge are not included in the noise contour area.
- Harwood Heights Noise Commission volunteer Inez Canepa presented a survey questionnaire to the Mayor that was then forwarded to the trustees early last week for their review and input. The commission volunteers are asking for the survey to be included with the mailing of the vehicle sticker applications which will be sent out sometime next week.

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HARWOOD HEIGHTS  
HELD ON WEDNESDAY, MARCH 16, 2011**

- A lengthy and in-depth discussion ensued among the board members and the volunteers of the Harwood Heights Noise Commission regarding the questions on the survey and suggestions on what else should be included on the survey in addition to just a few general questions.
- A Harwood Heights Noise Commission volunteer will send a revised survey questionnaire to the board by Friday for their review and final approval.

**Finance**

- **Revenue projections – Fiscal year 2011/2012**

Treasurer Joe Russo provided Bruno Bellissimo and the Village Board with the updates that were discussed at the last meeting and they are now incorporated into tonight's report.

Bruno reviewed the summary pages indicating that the current draft budget is showing a \$339,104 deficit in the General Fund between the projected revenues and expenses. The overall total for all fund accounts for revenues and expenses shows a \$181,751 deficit.

The second page recap reflects expense comparisons for the budgeted expenses for FY 2010/2011 versus budgeted expenses for FY 2011/2012, the percentage change and the dollar change.

The accountant and the board members reviewed all the projected 2011/2012 revenue totals.

- **Expense projections – Fiscal year 2011/2012**

A lengthy discussion ensued regarding MuniCap and the SSA bond issue and whether the processing can be done in-house rather than by MuniCap. The Mayor and Accountant indicated that the auditors are working on an audit regarding the SSA.

The Mayor and Accountant are working on the various grants that have been applied for which will correspond to expenses from the Motor Fuel Tax Fund; ie: sidewalk program, tree maintenance program, street repair projects, salt, etc. The Mayor is meeting with the engineer to go over the grant and MFT items and items that can be possibly moved from the Public Works budget some time next week.

Discussion ensued regarding the amount that should be in the contingency fund. The contingency fund was used this last year for settlements of a few lawsuits that were unforeseen expenditures.

Discussion ensued regarding the Water & Sewer Fund and the cost of purchasing and installing the balance of water meters that need to be installed throughout the village. Trustee Steiner, Superintendent Tom Wolfe and the Village Attorney will check to see if we need to go out for bid if we use the company who currently supplies the Sensus meters. It was also suggested to go out for bid to get quotes from other companies.

All the expense lines by department were reviewed in detail and appropriate adjustments were made and will be reflected on the next draft update.

A Committee of the Whole meeting will be scheduled for Thursday, March 31, 2011 at 7:00pm. The changes discussed tonight will be updated and the other items, such as the (State Grant Revenues & matching village expenses), (the Contingency determination), (Engineering Fees for Grant projects), (the village's HVAC system), (painting the Water Tower and tuck pointing/painting the Village Hall Expenses etc.) will need to be added to the proposed budget.

Trustee Steiner will work with Superintendent Tom Wolfe to get quotes for the painting of the Water Tower and the Village Hall building. They will also look into the Dryvit system versus tuck pointing/painting for the Village Hall.

MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HARWOOD HEIGHTS  
HELD ON WEDNESDAY, MARCH 16, 2011

Public Comment

**Peter Magnelli:** Indicated that he brought up 2 options last year regarding replacing all water meters; either remote read meters, which is a short term solution or wireless meters that can be read twice a day and would indicate an immediate loss of water. Signal would come from a couple towers throughout the village rather than having to drive through the whole town. Norridge currently is using this type of system. Received information on expenses paid out from an FOI request regarding the FAA grant; hasn't heard anything about the GIS mapping that's part of grant requirements.

**Tom Savarino:** Thanked the board for their concerns and suggestions regarding the Noise Survey; glad that whole board was in favor of sending it out.

**Roy Schmidt:** Wondered if the Harwood Heights Noise Commission was on the village website and if it had the list of the members? Read in the paper that a suggested contingency for a village our size is \$1,000,000?

Accountant Bruno Bellissimo indicated that a contingency amount should be no more than 10% of the total budget.

**Roy Schmidt:** Asked about the 3 line items appearing under the estimated revenue side under State Grant Revenue for 2010/2011 with no corresponding expense budget. Stated that when he reads articles where politicians are looking at polls, they're not looking at names, they're looking at numbers. He suggested putting a sentence, if you're interested please call or contact so and so, phone number or email.

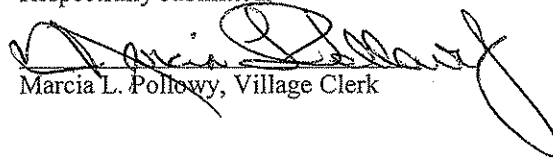
**Joan White:** Had a comment on the contingency question; in years past the village always budgeted a contingency amount for each department rather than a lump sum for the whole village. Regarding a question from the last meeting wanted to know if the ordinance regarding the collection of water, sewer and garbage fees had been checked to see the processing order. Indicated that it was a good discussion and many suggestions were brought out regarding the noise survey; her opinion was to have the name and address as an optional choice.

**EXECUTIVE SESSION**

**ADJOURNMENT**

Motion by Trustee Szlendak, seconded by Trustee Gadzinski to adjourn. On a voice vote, all present 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 16, 2011 at 10:08pm.

Respectfully submitted,

  
Marcia L. Poltoway, Village Clerk