



Village of Hanover Park Administration

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PRESIDENT
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VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JENNI KONSTANZER
JON KUNKEL
RICK ROBERTS
EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR WORKSHOP MEETING Municipal Building: 2121 W. Lake Street Hanover Park, IL 60133

Thursday, February 7, 2013
6:00 p.m.

MINUTES

1. CALL TO ORDER-ROLL CALL

Mayor Craig called the meeting to order at 6:08 p.m.

Roll:

PRESENT	Trustees:	Kemper, Konstanzer, Zimel, Roberts
	Mayor:	Craig
ABSENT	Trustees:	Kunkel, Cannon
ALSO PRESENT	Village Manager Juliana Maller, Village Attorney Paul, and Department Heads.	

2. ACCEPTANCE OF AGENDA

Motion by Trustee Zimel, seconded by Trustee Roberts to accept the agenda.

Roll call:

AYES:	Trustees:	Voice Vote; All Ayes
NAYS:	Trustees:	None
ABSENT:	Trustee:	None

3. REGULAR BOARD MEETING AGENDA ITEM REVIEW

None

4. DISCUSSION ITEMS

- a. Health and Sanitation Code Updates
Fire Chief, Craig Haigh, briefed the board on updating the Health and Sanitation Code that has not been updated since 1978. Informed that the proposed changes

would include a clause where instead of waiting for an update will allow for automatic update to match the minimum requirement of the Health Code Statute. Our code will be aligned with the DuPage County Code and will allow for a uniform code Village wide. The hearing process will be updated to provide a business enough time to comply with the code.

Questions were fielded and answered.

Discussion was held in regards to the statute mandate.

Direction was given to be brought to the next board meeting for board approval.

b. Village Center Planning Activities

Village Manager, Juliana Maller, briefed the board on the recommendation of the next steps to take in moving forward with the Village Center Planning activities. For discussion is the recommendation that a feasibility study be performed for the Elgin O'Hare Expressway western access and turning it into a Boulevard style road thru the Village Center. Next would be the wetlands in the area and reviewing those. And lastly the ability to understand the interest in the area and the uses that are best and most appropriate in the Village Center.

Public Works Director, Howard Killian, briefed the board on having a feasibility study performed to consider the various options available and what would be best for the Village.

Questions were fielded and answered.

Consensus was given to move ahead with the feasibility study to access impact of Village property on Elgin O'Hare local road network.

Discussion was held on having a meeting with wetland people in DuPage County to minimize the impact of development on wetlands. No need for funding unless discussion merits.

No direction is needed at this time, information purposes only.

Village Manager, Juliana Maller, provided information on having a market study to determine what the market could attract for the region. Next step is to look at our

community and specifically at properties within the Village Center to find where the gaps are and what we can attract. Both residential and commercial/retail areas need to be considered.

Questions were fielded and answered.

Consensus was given to move forward with a Request For Proposal for a Market Study.

c. Quarterly Financial Report

Village Manager, Juliana Maller, introduced Finance Director, Rebekah Flakus, who provided an overview to the third quarter of the financial report for Fiscal Year 2013.

d. Hanover Square Shopping Center

Village Manager, Juliana Maller, informed that Management Company Schermerhorn had to re-schedule for a future meeting.

i. Update

Village Planner, Katie Bowman, provided an update on the monthly meeting. The financial aspect remains at breaking even. Routine maintenance has been ongoing. Reviewed the realtor report. Noted a meeting with the construction manager will be taking place on Friday. Goal is to establish expectations on communicating with the construction manager.

Informed that representatives from Workforce Center will be providing a draft of their space needs.

Questions were fielded and answered.

Public Works Director, Howard Killian, provided an update on the demolition of the Shires restaurant building. Once the contract gets approved at tonight's meeting demolition will begin. Village Prosecutor has applied for the tax exception and may be retroactive to the date of purchase.

Discussion was held on Schermerhorn management company attending meetings to provide updates.

Direction was given to notify the board members via a telephone call or a text message when changes are made.

Village Planner, Katie Bowman, updated the board on the installation of the Barrington Road sign. Noted the 2 sections on the rood have completed. The third section has not been completed due to the snow.

- ii. Discussion on Additional Measures Board Wishes to See
None
- e. Discussion on other information Board has requested and format
Village Manager, Juliana Maller, requested that in the future when a board member sends emails/request to department heads to please copy her so that she is aware and can ensure a timely response.
- f. Advertising Committee/Commission Meetings
Information was provided and discussion was held on the policy for promoting events/meetings and advertising on the Barrington Road sign.

Consensus was given to allow Hanover Park Football and Baseball leagues to use the sign for registration information only. Staff will work to get use agreement in place and bring back to the board for any needed modifications and approval.

Consensus was also given to consistently put up information on committee meeting dates as well as special events on the Barrington Road sign, with a minimum of 72 hours and a maximum of one week before the meeting/event.

5. STAFF UPDATES

None

6. NEW BUSINESS

None

7. ADJOURNMENT

Motion by Trustee Zimel, seconded by Trustee Kemper, to adjourn meeting.

Roll call:

AYES: Trustees: Voice Vote; All Ayes

NAYS: Trustees: None
ABSENT: Trustee: None

Motion carried: Meeting adjourned at 8:03 p.m.

Recorded and transcribed by:
Eira L. Corral
Village Clerk

Minutes approved by President and Board of Trustees on this: 7th day of March 2013.