

Village of Hanover Park

Municipal Building
2121 West Lake Street
Hanover Park, Illinois
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VILLAGE OF HANOVER PARK
VILLAGE BOARD
REGULAR WORKSHOP MEETING
Municipal Building: 2121 W. Lake Street
Hanover Park, IL 60133

MINUTES

Thursday, October 7, 2010
6:00 p.m.

1. CALL TO ORDER - ROLL CALL

President Rodney Craig called the meeting to order at 6:00 p.m.

PRESENT:	Trustees:	Roberts, Cannon, Zimel, Mayor Craig
ABSENT:	Trustees:	Kaiser, Carter, Nicolosi
ALSO PRESENT:		Village Manager Ron Moser, Attorney James Groet substituting for Attorney Bernard Z. Paul, and Department Heads

2. ACCEPTANCE OF AGENDA

Motion by Trustee Zimel to accept the Agenda. Seconded by Trustee Roberts.

AYES:	Trustees:	Roberts, Cannon, Zimel, Mayor Craig
NAYS:	Trustees:	None
ABSENT:	Trustees:	Kaiser, Carter, Nicolosi

3. AGENDA ITEM REVIEW

Manager Moser advised Board members of the aggressive nature of this week's agenda. He further advised that Chief Haigh will address the Board on the Non-911 Ambulance Program and Service Agreement with Church Street Station Skilled Nursing and Living Center; Lafayette Linear will address the Board regarding the Financial and Audit Reports; Howard Killian will address the Board on the recent bids for the new Police Building.

Trustee Zimel, regarding item 6-A.3, asked if garbage enclosures were included in the Change Order for the contract with Briggs Paving. Staff confirmed that the garbage enclosures were included and Mr. Beckman confirmed that the enclosures will have gates, which are designed to face inward. President Craig thanked Village Engineer Bill Beckman regarding his participation in the engineering of this project.

Trustee Cannon questioned item 6-A.13 and the determination to reject the submitted bids and the expectation to rebid this item. Director Killian advised that the bids came in much higher than expected due to the proposed high grade interior buffering wall. It was determined that a good quality, but lower grade interior buffering wall could be used and would still meet the sound requirements. After discussing this issue with vendors it was determined that the specifications could be modified. Trustee Cannon confirmed that the revised standards would not negatively impact the sound containment needs of the Firing Range. Director Killian advised that he anticipates a significant reduction in the cost of this item with the modified specifications.

Trustee Cannon confirmed that item 6-A.11 was a previously discussed item whereby additional information was provided by staff. He further confirmed that nothing has changed.

Trustee Zimel asked how many banks were looked at with regard to item 6-A.14. Director Linear confirmed that approximately six banks were looked at. Staff also clarified finance charges and fees. Director Linear confirmed that a monthly automatic debit will occur for expenses applied to this account. Manager Moser advised that a draft employee use policy is crafted and cards will not be issued until the policy is approved.

Manager Moser advised Board Members that the items of Strategic Planning and Police Building Update will be standard items on the Workshop Agenda for the foreseeable future. The Warrant review will be taken off the Workshop Agenda and addressed on the Regular Board Agenda, as not all Board members attend the Workshops.

4. STRATEGIC PLANNING

Chief Haigh presented the process and benefits of a Strategic Planning process in anticipation of work on the upcoming budget. He proposed two simultaneous planning processes, one for the Village Board and one for Staff and advised that this type of formal process is a tool to assist leaders in the process of thinking and acting strategically:

The focus of the proposed process is to target the following:

- Define direction (goal).
- Define steps to accomplish goal (process).
- Define the blueprint of action (plan).
- Define how we know we are on track (accountability)

The Strategic Planning process would include:

- Village Board's focus on Organizational Planning, and the determination of a defined strategy.
- Department Heads focus on Operational Planning and their determination of the tactics needed to accomplish the Board strategy.

Chief Haigh asked Board members to review the Village's Mission Statement and provide revisions in order to clarify direction for Department Heads. He asked that Board members provide their revisions at the next Workshop Meeting.

5. POLICE BUILDING UPDATE

Director Killian advised that the construction is moving forward and the basement area has been excavated, footings going in within the next week, water main and sewer lines are being installed.

The latest items out to bid at this time are the electrical and mechanical systems. IEPA new regulations require any soil taken to a landfill dump site must include certification by a professional engineer, verifying the acceptability of the soil. Director Killian advised that soils being removed are generally of acceptability quality, but there is some soil with higher levels of arsenic, which will not be accepted by the landfills, but is not considered contaminated by the IEPA. Director Killian further advised that there is some organic soil that needs to be removed, which is an extra to the contract: \$80k to \$90k. The additional expense for transfer of this soil to a landfill will be approximately \$300k, but proposed an option to transfer the soil to a Village-owned, unused and fenced STP site on the south end of town. Director Killian advised that the contractor will haul the soil to this site and Village will then create a planted berm to shield the dumping area improve the appearance of the site. Trustee Cannon confirmed that low levels of arsenic are naturally occurring and thought that this transfer option was a good alternative. Director Killian expects to have this cost information for the Board for the next meeting and advised Board members of continuing efforts to cut additional costs from the original budget.

Discussion continued regarding janitorial services, landscape planning, and the soil transfer.

Director Killian advised that the PD Bid Binders have been updated.

6. BOARD MEMBER CONCERNS

a. Overnight Parking in Duplex Areas

Manager Moser introduced discussion regarding this issue. He advised that 67% of the surveyed residents did not want a change to the existing parking ordinance.

Trustee Roberts advised that he had previously received complaints about the existing parking ordinance but confirmed that his review of the surveyed responses revealed that the overwhelming majority of residents do not want overnight parking and recommends no change to the existing ordinance.

Trustee Cannon commented that he expects this issue to reoccur and that the Board may need to address this issue at a later date.

b. Sidewalk on County Farm Road South of Ontarioville Road

Manager Moser introduced discussion of the limitation of the sidewalk and the paved shoulder. He further advised that Trustee Zimel requested an investigation into the installation of an extension of the sidewalk. Manager Moser explained the future uses of this area, the permitting process with the

County, and the mitigation of the wetlands in the area.

President Craig commented that future plans of IDOT may assist in resolving this issue. He further advised that he doesn't recommend the use of Village funds for a sidewalk. Bill Beckman advised that the request for a sidewalk was presented to the County in 2007 and the county deferred this issue to a future date.

7. Discussion Topics

a. Fleet Air Handling Unit

Director Killian commented on this issue and explained that normally this item would be publically bid, whereby the Village would incur consultant costs. He advised that he received 3 competitive prices without formal bidding and requested a recommendation from the Board regarding their approval to waive the formal bid process.

Trustee Cannon, Roberts, Zimel expressed support and appreciation for this cost saving measure.

8. STAFF UPDATES

9. ADJOURNMENT –

Motion by Trustee Zimel and seconded by Trustee Roberts to adjourn.

Voice Vote: All Ayes.

Motion carried. Meeting adjourned at 7:30

Recorded and transcribed by,

Eira L. Corral /s/
Village Clerk

Minutes approved by President and Board of Trustees on this: 21st day of October, 2010.