

**VILLAGE OF HANOVER PARK  
VILLAGE BOARD  
WORKSHOP MEETING**

2121 West Lake Street  
Hanover Park, IL

**MEETING MINUTES**

Thursday, May 6, 2010

**6:00 p.m.**

- I. President Craig called meeting to order at 6:07 p.m.
  
- II. Roll called by Clerk Corral.  
Present: Trustee Cannon, Trustee Roberts, Trustee Zimel Trustee Kaiser arrived at 7:17 p.m.  
Absent: Trustee Nicolosi, Trustee Carter  
Quorum confirmed by Clerk Corral.
  
- III. Mayor President Craig introduced review of Warrants.  
  
SWS130 – Reviewed by Board members in attendance. Questions fielded and answered by respective Department Head. Consensus to move item to consent agenda.  
  
SW618 – Reviewed by Board members in attendance. Questions fielded and answered by respective Department Head. Consensus to move item to consent agenda.
  
- IV. Agenda Item Review  
  
Manager Moser advised Board members that the regular agenda meeting agenda is aggressive would have many items for approval, although many items are appointments and standing purchase orders. Village Manager asked Board Members if there were any questions on the agenda.  
  
6-A.9 Trustee Zimel introduced discussion regarding the DATA-TEL contract. Issue of compatibility with new Police Department system, possibility of training staff member to perform in-house maintenance on this system. Howard Killian confirmed that this system will be compatible with new Police Department system. Staff confirmed that contract is prepaid for annual maintenance services. Clarification was requested on whether labor costs are included in this contract. Board members recommended that staff go back to DATA-TEL to develop a cost comparison between maintenance agreement expense versus hourly rate for repairs and maintenance. Attorney Paul commented on potential costs for emergency services. Discussion continued and consensus was reached to remove item 6-A.9 from agenda  
  
6-A.23 Trustee Zimel questioned the decision to use Parkway Bank & Bank of America and asked why this item wasn't brought to the Finance Committee. Lafayette Linear responded that this item is generally a routine item and further explained the benefit of greater security for the municipality. Attorney Paul

further explained the security the bank would provide to the municipality. President Craig confirmed that this item would remain on consent agenda.

6-A.24 Trustee Zimel confirmed that this item is not on the consent agenda. Manager Moser confirmed that it is not on the consent agenda.

6-A.28 Trustee Zimel requested this item to be moved to consent agenda. Attorney Paul advised Board that this item requires a super majority vote and would not be moved to the consent agenda.

8-A.1 Trustee Zimel requested minutes to be added to consent agenda.

8-A.2 Discussed issue and it was determined that items would be added to the consent agenda.

Trustee Roberts agreed to move items to consent agenda. Attorney Paul recommends that consent agenda items should be together on the document and narrated the instructions regarding an omnibus vote. Trustee Cannon questioned the process and interpretation for adding items to the consent agenda. Consensus reached regarding adding minutes to the consent agenda.

V. Consent Agenda - Board members reached consensus on the items designated for the consent agenda.

VI. Discussion Topics

i. Zoning Ordinance/Sign Code

Manager Moser advised Board that the Development Commission made recommendations regarding the Sign Code. Jackie Reyff advised Board that Development Commission recommends moving sign code to the Zoning Ordinance from the municipal code. She confirmed that Development Commission would be the hearing body for any variance or changes a petitioner would like, rather than the petitioner appealing the code directly to the Village Board. Board members would prefer greater involvement of the Development Commission in the petition process for signs and variances. Attorney Paul explained the impact of this change and the length of time necessary for the process.

Trustee Cannon recommends slowing down the process as a means to facilitate greater thoroughness. Trustee Zimel and Development Commission Chair confirmed that they are ready to take on this responsibility. Jackie Reyff addressed existing legal non-conforming signage and to develop a process to bring signage into compliance. Discussion continued regarding the requirement of professionally constructed signs and a formal signage inspection would be tied to the business license process. Jackie explained the proposed change for church signage, which would be based on the property frontage.

Trustee Roberts advised attendees of his communication with Patrick Grill and Jackie Reyff regarding the enforcement options for removal of the White Hen pole sign at County Farm/Greenbrook. Patrick and Jackie advised Board that this is an illegal sign and the owner has been notified that he must remove it. Patrick confirmed that if the owner does not comply with this 30-day notice, the case then be addressed by the village prosecutor the owner and will be required to appear in court to respond to complaint.

Consensus reached by Board to move the sign code to the Zoning Ordinance.

Business License Inspections

- ii. Manager Moser introduced discussion regarding process developed by Fire Dept. & Community Development for administering building compliance and safety inspections. Chief Haigh introduced Deputy Chief Zaccard to Board to outline components and existing inspection process. Chief Zaccard explained need to develop more comprehensive inspection procedures that would be spread out over the year. Patrick Grill explained that the proposed inspections will be confirmed prior the issuance of the Clerk's office. Clerk Corral noted that the changes would help streamline the Business Licensing process. Trustee Zimel asked if the increased processing costs would require an increase in fees. Issue was discussed and deferred to a later date. President Craig asked Chief Zaccard about the percentage of un-sprinklered businesses. Chief Zaccard confirmed that there are many, but there are also strict fire code upgrade requirements when remodeling permit applications are submitted.
  
- iii. Police Building  
Howard advised Board that pad for salt dome is in process. He explained conceptual drawings and next steps in process.
  
- iv. Scavenger Service  
Howard Killian introduced discussion regarding his requests for proposals and has looked at Allied Waste and Groot proposals as contenders for selection. Both provide good service. The difference is that Allied offered to provide retaining the existing service for the entire Village as opposed Groot who would pick up one day for Cook County section and one day for the Du Page section. Howard presented the split/varied position of the Environmental Committee. He also explained the need for pickup of all Allied refuse containers if the Village chose Groot. Allied would also provide a choice to residents regarding the size of recycling container and, further, Allied agreed to provide the Village with a greater percentage of the funds received from recycling. Howard also explained that there are options that could be implemented in the future that could possibly reduce future costs. Trustee Zimel clarified that the Allied contract would be for 5 years. Board Members continued inquiries regarding current contract negotiations and historic record. Board confirmed that Allied is the best choice for one-day service and introduced discussion on costs incurred in previous years.

Clerk Corral acknowledged Trustee Kasier's entrance into Council Chambers at 7:17 p.m.

President Craig requested Board direction for waste/scavenger service. Trustee Cannon clarified that he is not satisfied in the anticipated 10% increase to Allied, especially during a difficult economic climate. Howard continued his explanation of the costs for scavenger service. Trustee Zimel encouraged continued negotiation with Allied. President Craig confirmed consensus with Trustee Cannon, Trustee Zimel, Trustee Roberts, and Trustee Kaiser that direction for Howard should be to continue negotiations with Allied.

VII. Staff Update

VIII. Adjournment

President Craig requested that Board members to move to adjourn.  
Trustee Zimel moved to adjourn.

Trustee Roberts Seconded the motion. .

Voice Vote: All Ayes.

Meeting adjourned 7:29 p.m.

Recorded and transcribed by,

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Eira L. Corral  
Village Clerk

Minutes approved by President and Board of Trustees on this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Village President