

MINUTES OF THE SPECIAL WORKSHOP MEETING OF THE VILLAGE OF WESTERN
SPRINGS PRESIDENT AND BOARD OF TRUSTEES
Monday, October 1, 2012

President William T. Rodeghier, Presiding
Call to Order, 7:00 p.m.
Jeanine Jasica, Deputy Village Clerk

Board Members Present

Suzanne Glowiak
Sheila Hansen
James Horvath
Deborah Lyons
Edward Tymick
Patrick Word

Others Present

Patrick Higgins, Village Manager
Ingrid Velkme, Director of Administrative
Services
Grace Turi, Director of Finance
Brian Budds, Deputy Director of Law
Enforcement
Matthew Supert, Director
Municipal Services
Patrick Kenny, Director Fire & EMS
Tracy Alden, Director of Recreation
Martin Scott, Director of Community Dev.
Jeff Ziegler, Village Engineer
Michael Jurusik, Village Attorney

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

President Rodeghier led the audience in the Pledge of Allegiance.

ROLL CALL

As noted above.

Electronic attendance at meeting: None

READING OF AGENDA – ADDITIONS - DELETIONS

There were no changes to the agenda.

CITIZENS COMMENTS

There were none.

CONSIDERATION OF AGENDA ITEMS

1) PUBLIC WORKS AND WATER - TRUSTEE GLOWIAK

Jane Burns Stacy Way

Trustee Glowiak said that the Theatre of Western Springs sought the Village's approval to name the alley on their property Jane Burns Stacy Way in honor of her 68 years of service to the Theatre of Western Springs and the Village. Ms. Stacy will soon celebrate her 100th birthday and the committee recommended that the Village create a sign marker for the Theatre and pass a resolution honoring Ms. Stacy on this event. This matter was added to the October 22 omnibus list.

A) PROPERTIES AND RECREATION - TRUSTEE HANSEN

A) Tower Green Stairs Project

Trustee Hansen reported that the Tower Green stairs demolition has started.

B) 4368 Hampton Avenue Property

The committee met just prior to the Board meeting with residents regarding the 4368 property. The Recreation Commission will meet next to continue discussion with residents.

2) FINANCE – TRUSTEE HORVATH

A) Fire Pension Fund Update

Trustee Horvath said a third quarter and year to date pension fund review would take place in early November. Director Turi was working on determination of the Village pension contribution for 2012 which will be made in 2013.

B) Police Pension Fund Update

Trustee Horvath said a third quarter and year to date review of financials would soon occur. Director Turi was working on determination of the Village pension contribution for 2012 which will be made in 2013.

C) Library Levy Request

Trustee Horvath presented the Thomas Ford library request. The library requested that the 2012 levy include a .02% levy for the maintenance, repair and alterations of the library buildings and equipment. This represents approximately \$155,000 - \$160,000 and does not increase the library's levy but takes a piece of the levy and states that these are funds that the library can use for construction, maintenance, repairs and alterations of library buildings and equipment. The reason that this is presented to the Village Board is that the library does not have the authority to levy taxes and the Village does this on

their behalf. President Rodeghier said the Village has a fiduciary responsibility to levy their taxes.

This request was placed on the October 22 omnibus list. The statute provides that the resolution be published within 15 days of adoption and that a petition for a back door referendum be available for residents for 30 days after publication. If there is no petition for a referendum, the complete Village and Library levy (including this special levy) may be adopted at the December meeting.

D) Promissory Note 4368 Hampton Property

In order to facilitate the purchase of 4368 Hampton, the Village sought to issue a \$560,000 taxable general obligation promissory note. The note will be paid from general revenue and will have a ten-year maturity. A request for bid was sent to seven banks by Director Turi with a response date of October 5. The Finance Committee planned to review the successful bid at their next meeting which was scheduled for October 19. Board approval at the October 22, 2012 meeting will be requested. The scheduled closing date for the 4368 Hampton property is November 1, 2012.

E) Budget Schedule for 2013

The budget process for 2013 has begun and the first draft of the property tax levy will be presented to the Board at the next meeting. Director Turi prepared a tentative 2013 budget preparation plan schedule which was shared with the Board during the Monthly Financial Report portion of the regular Board meeting.

F) Budget Transfers

Trustee Horvath presented several budget amendments and transfers for the Board's consideration which were needed to properly reflect changes to expenses. He reviewed each of the requests contained in a resolution which the committee recommended that the Board approve on omnibus on October 22, 2012.

1. Budget amendment increasing the audit line item in the General Fund by \$5,000. The current budget amount does not include the cost of the single audit of approximately \$5,000. A single audit was necessary due the transactions related to the federal grants that occurred in FY 2011.
2. Budget amendment increasing the Recreation Fund Capital Grant line item to account for Illinois Clean Energy (ICE) grant monies in the amount of \$36,707.31 received for a project which involved replacing most of the Grand Avenue Center lights with more energy efficient bulbs and ballast. A corresponding expense in the same amount for payment to Twin Supplies, Ltd. for contacted work was part of the amendment.
3. Budget amendment to more properly reflect phone service expenses not included in the FY 2012 budget preparations in the category "Radio Services" in the

amount of \$13,000.

G) Tax Levy Determination for 2012

Information on the tax levy determination for 2012 will be provided to the Board on October 22, 2012 during the Monthly Finance Report portion of the regular Board meeting.

H) Call for BOLI 42 and 43

Trustee Horvath called for a Board of Local Improvements (BOLI) meeting for October 22, 2012 to address payment of administrative fees to Amalgamated Bank of Chicago (Request 42) and various legal, engineering and forestry expenses (Request 43) related to the Timber Trails property. The Finance Committee will review those expenditures in detail and present a request and recommendation to the Board on October 22, 2012 at the BOLI meeting for reimbursement. A packet will be provided to the Board for their review prior to October 22 by Director Turi. President Rodeghier set the BOLI meeting for 6:59 on October 22 prior to the regular Board meeting.

3) GENERAL GOVERNMENT – TRUSTEE LYONS

A) 2013 Board Meeting Schedule

Trustee Lyons shared the proposed meeting schedule for 2013 meetings of the Village Board. Board meetings are usually scheduled on the second and fourth Monday of each month. The General Government Committee reviewed the holiday schedule for 2013 and recommended that the Board move the May, November and December Board meetings to the first and third Mondays of the month. Should any conflict arise, the Board can make changes to the Board meeting schedule with proper notice. The resolution setting the 2013 Board schedule was added to the October 22 omnibus voting list. Trustee Glowiak noted that the public notice of meetings should be adjusted to show that the Infrastructure Commission meetings in the All Purpose Room rather than the Board Room on the 3rd Wednesday (alternate months).

B) Western Springs Little League State Champions

The Western Springs 11 year olds won the state championship over the summer and will be recognized at the beginning of the October 22 Board meeting. A resolution in their honor will be presented and the Board will be asked to approve it.

C) Budget Process

The General Government Committee scheduled a meeting on October 15, 2012 at 3:30 p.m. to discuss the 2013 budget.

4) PLANNING AND ZONING - TRUSTEE TYMICK

A) Plan Commission

Trustee Tymick reported that the Plan Commission was scheduled to meet on October 18, 2012 at 7:00 p.m. to address zoning changes for the Fair Elm lift station, code modifications regarding residents raising chickens and some changes to the code regarding generators.

B) BOT/EDC Special Meeting – October 22 at 6pm

A second combined Board of Trustees and Economic Development Commission Special meeting was scheduled for October 22, 2012 at 6:00 p.m. to discuss economic development in the Village.

C) Other

5) PUBLIC HEALTH AND SAFETY - TRUSTEE WORD

A) Purchase of Fire Training Simulator Program

Trustee Word reported that the Fire Department requested Board approval to purchase a fire training simulator program (Officer Development training and software and hardware from Flame-Sim, LLC of Hoffman Estates, IL. The Village of Western Springs is the first department to be awarded a SAFER grant for the purpose of purchasing this program. This training program will allow the department to train members in the tactics and strategies of fireground operations utilizing up to five members at one time. The department can also expand this training to work with auto-aid partners by doing simulation training over the internet with them. The committee recommended the Board approve the purchase of the Flame-Sim software license, 5 laptop computers and the hardware to run this program for a total cost of \$20,252.01 which will be completely paid for with SAFER grant funds. The approval was added to the October 22 Board meeting omnibus list.

B) Department of Law Enforcement Services Awards and Recognition

Deputy Chief Brian Budds recently become a certified eligible police chief through the Illinois Association of Chiefs of Police Voluntary Certification Program. The certification process allows for continuous professional growth and educational development and offers candidates an opportunity to demonstrate a higher level of competence in their profession. There are currently only 76 certified police chiefs and 39 certified eligible police chiefs in the State of Illinois.

Officer Terry Madler will be receiving the department's lifesaving award for his actions that resulted in the saving of lives during a fire that occurred at a residence in the 3800 block of Grove on April 3, 2011.

Both Deputy Chief Brian Budds and Officer Terry Madler will be recognized by the Board on October 22, 2012.

C) Swearing in of Police Officer and Auxiliary Police Officers Before the Board

Officer Ryan Postal will be graduating from the Suburban Law Enforcement Academy on September 28 after successful completion of the 12 week basic academy. Officer Postal will begin the department's 12 week field training program. The committee requested he be sworn before the Board on October 22, 2012.

Auxiliary Police Officers Jamie Henneman, James Demonte and John Robinson were in training. They will also be sworn before the Board on October 22, 2012.

REPORTS

6) VILLAGE PRESIDENT RODEGHIER

President Rodeghier reported that work on the 2013 budget was ongoing.

7) MANAGER HIGGINS

No report.

8) VILLAGE ATTORNEY JURUSIK

No report.

9) OTHER

Director Martin Scott reminded residents of the WSBA Fall Festival which was scheduled for Friday, October 5, from 6:30 – 8:30 p.m. Everyone is welcome to attend.

ADJOURN

With no further business to come before the Board, President Rodeghier asked for a motion to adjourn.

MOTION:

Trustee Horvath moved, seconded by Tymick, to adjourn the meeting. The motion passed on a unanimous voice vote.

The meeting adjourned at 7:28 p.m.

Respectfully submitted,

Jeanine Jasica
Village Clerk