



**MINUTES OF THE HIGHWOOD CITY COUNCIL
COMMITTEE OF THE WHOLE
COUNCIL CHAMBERS, MAY 4, 2010**

1. CALL TO ORDER

Mayor Pecaro called the meeting of the Highwood City Council Committee of the Whole to order at 6:00 p.m.

2. ROLL CALL

Present: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, and Sepulveda

Absent: Alderman Linari

Also present: M. Burke, City Clerk; T. Lenzini, City Treasurer; A. Marrin, Assistant City Manager; J. Ponsi, Superintendent of Public Works; J. Harding, Director of Community Development & Water Distribution; S. Hannon, Director of Finance

Not attending: L. Rossi, Chief of Police, R. Pieri, Deputy Fire Chief

There being a quorum present, Mayor Pecaro announced the meeting to be in session.

3. EXECUTIVE SESSION

Mayor Pecaro requested a motion to go into Executive Session under exception 2(c)(1) – personnel and 2(c)(2) Negotiations

Motion: Alderman Falberg Second: Alderman Cahnmann Vote:

Yes: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, and Sepulveda

No: --

Absent: Alderman Linari

The motion passed by a vote of 7 Yes, 0 No, 1 Absent, and 0 Abstain; the COW went into executive session at 6:03 p.m.

The Mayor requested a motion to reconvene the COW.

Motion: Alderman Cahnmann Second: Alderman Sepulveda

Motion to reconvene passed by voice vote with no objections.

The meeting reconvened at 7:22 p.m.

4. ANY ACTION NECESSARY COMING OUT OF EXECUTIVE SESSION

none

Special Presentation

Mayor Pecaro asked if there was any objection to allowing Mr. Pasquesi to present the group health insurance plan being proposed to the council. There was no objection.

Mr. Pasquesi said that they still hadn't heard back from Humana. He said he was going to present the BC/BS plan they would recommend if Humana turns out not to be a viable option.

The plan was a high deductible plan supported by an underlying Health Reimbursement Plan. They projected that the plan they presented was likely to cost between \$335,000 and \$355,000. They estimated that the proposed plan would save Highwood at least \$50,000 over what the City would pay if it made no changes.

Mayor Pecaro requested a motion to recess the COW meeting and reconvene immediately after the regular meeting of the City Council

Motion: Alderman Fiore Second: Alderman Bruni

The motion to recess until after the regular meeting passed by voice vote with no objections. The meeting recessed at 7:39 p.m.

Motion to reconvene the COW: Alderman Murphy-Pieri Second: Alderman Falberg. Motion passed by voice vote; the meeting reconvened at 8:39 p.m.

5. REVIEW OF MINUTES – COMPLETED IN REGULAR MEETING

6. APPOINTMENTS – COMPLETED IN REGULAR MEETING

7. REVIEW OF BILLS – 2ND MEETING OF MONTH

8. SPECIAL BUSINESS -- NONE

9. NEW BUSINESS

9.1. Consideration of a Variation Ordinance from the Appearance Code for an awning located at 410 Sheridan Road, "Maria's Bakery."

The Appearance Review Committee approved the proposed sign except for the word "authentic" which they said had to be removed because the word count limit would be exceeded. The Council unanimously requested that the work "authentic" be restored to the sign and that it be approved.

Disposition: Referred to May 18, 2010 regular meeting of the City Council for adoption.

9.2. Review and discussion of a Variation Ordinance from the Appearance Code for signage located at 400 Sheridan Road, "Bill Rutherford Hair Restoration."

(Jeff Harding)

Mr. Rutherford was seeking a variance because:

- The word count exceeded the limit set by ordinance;
- A list of services offered was on the sign;

- The lettering is not in black.
No alderman had any objection to Mr. Rutherford's proposed sign.

Disposition: Referred to May 18, 2010 regular meeting of the City Council for adoption.

9.3. Discussion of Tree Removal, Sidewalk Restoration and Memorial Brick Replacement and Lawn Restoration in front of City Hall. (Alderman Sepulveda)

The Mayor, many of the aldermen, and Mr. Ponsi went to look at the trees in question. The trees will be removed from in front of City Hall and will be transplanted if at all feasible.

9.4. Discussion of an RFP for Financial Auditing Services. (Treasurer Lenzini).

The RFP has been written and is being sent out.

9.5. Approval of Application of Indirect Rates by Department. (Treasurer Lenzini).

Ms. Hannon explained that using indirect rates is a way of allocating fringe benefit and overhead costs to each employee to more accurately state what it costs to employ the person. This would provide the city a way to more accurately determine interdepartmental charges, use the full cost of employees when applying for grants, support better decision making (for example, for any of the fests the council could compare using our own police department vs. using any of the programs provided by the sheriff's department.

Ms. Hannon said that the appropriated budget numbers would be used to calculate indirect costs.

Alderman Murphy-Pieri told the Council that they had also looked at cell phone charges in the Finance Committee Meeting and that she thought those costs could be reduced. Alderman Falberg suggested that costs could be reduced significantly by getting rid of paging.

The Mayor thanked Ms. Hannon for an impressive presentation.

Disposition: Referred to May 18, 2010 regular meeting of the City Council for approval.

10. OLD BUSINESS

10.1. Discussion of action items on council agenda

10.1.1. An Ordinance Authorizing Employer Pick Up of Employee Contributions to the City of Highwood Firefighters' Pension Fund. (Treasurer Lenzini).

10.1.2. An Ordinance Authorizing Employer Pick Up of Employee Contributions to the City of Highwood Police Pension Fund. (Treasurer Lenzini).

Action taken at regular meeting on 10.1.1 and 10.1.2

10.1.3. An Ordinance Revising Water and Sewer Charges.

Discussion:

- Residential
 - DECO residential rate recommendation was 2.65 two years ago
- Highwood residential rate of 1.91 set in 2005
- Suggested:
 - Increase rates to target level over three years
 - Automatically increase rates each year by CPI
 - Need CPI per year since 2005 to determine what 1.91 would have been
- Possible increase schedule:
 - 11%
 - 11% + cpi
 - 11% + cpi
 - cpi until next water rate study
- Should inside/outside rates be considered
 - Alderman Fiore: what do other communities charge non-residents
 - What is deal with Army
 - Should rates be double for non-residents
 - Is Army under contract
 - How is HP serviced
- Should commercial and residential rates be the same?
 - If different, type of rate is determined by type of meter
- Should high volume users be charged a separate rate?
 - How is high volume defined?
- Alderman Harpster: suggested graduated rate instead
 - Need new software system to increase complexity of rate structure.
 - Can we get payment schedule on software
 - how much of software costs can come out of water and sewer.
- Sewer: where high volume charges make sense

10.1.4. Motion to Approve Wall Signage for 495 Sheridan Road, “D’s Coffee Shop.”

10.1.5. Approval of a Contract with Curran Contracting for completion of Sheridan Road to Waukegan Avenue and Highwood Avenue. (Alderman Falberg).

Action taken at regular meeting on 10.1.4 and 10.1.5

10.1.6. Motion to approve New Health Insurance Proposal with Viti Insurance for May 1, 2010 to April 30, 2011. (Alderman Fiore).

Discussed at regular meeting. Proposal needs further work.

10.1.7. Approval of Fiscal Year 2010-2011 Annual Budget.

Tabled until Finance Committee completes its work and reports to council.

10.2. Discussion of an ordinance placing a Moratorium on the Accrual and Collection of Parking Shortfall Fees. (Alderman Falberg).

Not addressed

10.3. Discussion of an ordinance increasing ambulance fees

This was ready to go to the Council for a vote tonight.

Disposition: Referred to May 18, 2010 regular meeting of the City Council for adoption.

11. ADJOURNMENT

Since there was no further business before the COW, upon a motion made by Alderman Falberg, seconded by Alderman Harpster, and passed by voice vote with no objections, the meeting was adjourned at 10:12 p.m.

Respectfully submitted,

/s/ MBurke

MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED AS PRESENTED BY THE CITY COUNCIL ON MAY 18, 2010