

Meeting of the City of Highwood City Council
17 Highwood Avenue
Highwood, Lake County, Illinois
(847) 432-1924 phone
(847) 432-0735 fax



City Council Meeting
MINUTES
November 18, 2008 Committee of the Whole Meeting
6:00 p.m.

1. **CALL TO ORDER**

Mayor Donofrio called the City Council Meeting to order at 6:00 p.m.

2. **ROLL CALL**

Present: Mayor Donofrio, Aldermen Pieri, Linari, Bruni, Fiore and Hospodarsky.

Absent: Alderman Murphy

Also present: S. Druktenis, G. Jackson, City Administrator; Anne Marrin, Assistant City Manager; L. Rossi, Police Chief; J. Harding, Director of Community Development and Water Distribution and D. Blondin and J. Stein, City Attorneys.

Aldermen Cahnmann and Pecaro arrived after roll call at 6:03 and 6:06, respectively. City Treasurer Stefani arrived at 6:20 p.m.

3. **APPROVAL OF MINUTES**

Minutes from the November 5, 2008 Regular City Council Meeting and the Committee of the Whole Meeting were reviewed. A correction to the Committee of the Whole Meeting was noted (correct \$5,0000.00 to read \$5,000.00). The November 5, 2008 Executive Session minutes were not available for review. They will be tabled until the December 2, 2008 meeting.

4. **SPECIAL BUSINESS** – The following awards will be presented at the Regular meeting this evening.

- a. Josephine Galassini for her many years of volunteer service to the City of Highwood.
- b. Paul Sheffer for his many years of volunteer service to the City of Highwood.
- c. A Resolution Honoring Frank Reinier for 35 Years of Outstanding Police Service to the City of Highwood.

5. **APPOINTMENTS**

The Schools Committee is currently inactive. Alderman Pecaro requested that he be appointed to the Schools Committee. An additional Alderman will be appointed. Alderman Pieri was recommended.

6. CONSENT AGENDA –

- a. Liability/Casualty Insurance Policy-Mesirow Financial – City Manager Jackson indicated that he is still awaiting quotes and that a special meeting may need to be called next week since this needs to be approved before December 1, 2008. It was noted that the premium might increase.
- b. Construction bid for the Euclid Avenue repaving – The recommendation is to approve the bid from Pav-tech for \$27,680.00 (the lowest bid).
- c. Evar's Park Repairs and Maintenance – A survey of the park was done. Mulch will be laid this week. Items needing attention will be listed in a report and repair prices obtained. The Council asked that minimally the graffiti and broken equipment be removed.
- d. ATT Box Landscaping Proposal – We have not received responses to the RFP. The proposal received is from the Chalet and although it is for less than \$9,000.00 and does not require Council approval, City Manager Jackson is asking for Council approval since the Chalet is Alderman Linari's place of employment. The landscaping will be performed near 5 boxes and the money was received from AT&T.
- e. Estimate tax levy – City Manager Jackson is recommending a zero percent increase for the City of Highwood and this will reduce the tax levy rate. He noted that the budget is a living document and adjustments will be needed throughout the year. The City will be able to make some improvements, end with a surplus and will have no staff layoffs. Alderman Hospodarsky commended the Finance Committee and City Manager Jackson for developing the budget. City Manager Jackson recognized the staff for their efforts.
- f. Mural Project Proposal for Waukegan Avenue – The artwork by Babe Galassini depicts the culture and diversity of Highwood. City Manager Jackson will talk to the neighboring businesses (regarding scaffolding, etc) and will look into beautification grants. Also, suggestions were made regarding fundraisers, donations, etc. to pay for the cost to paint the mural.
- g. Proposed Ordinance Restricting Parking on Location Lane between Burchell and North Avenue – A resident on Lockard Lane has made the request for no parking. The neighbors will be notified to determine if they agree with this recommendation.
- h. Discussion of Ordinance for Stop Signs on Lockard Lane – The initial discussion on this subject was that a traffic study needs to be done; however, since we are Home Rule, we are not required to perform a traffic study. Alderman Murphy has indicated that she feels that a traffic study does not need to be done. Chief Rossi indicates that there has only been one accident at this intersection in the past. General feeling is that if a sign is put there, analysis needs to be done to determine if it is safe to put there. A suggestion

was made to put a "Slow Children" sign instead. City Attorney Blondin indicated that the Council might want to look at other town's practices and the need to be consistent. The development of a traffic committee was suggested and City Manager Jackson will have this ready for the next meeting.

- i. EPA Lead Standards – Tests on 20 sites were done and three had elevated lead levels. They were retested and on came back with lead (however, a very small level). As a result, the City is now mandated to provide a public message. This is not uncommon and presents no health threat. A recommendation was made to put the information on the City's website.

7. **FINISHED BUSINESS** - Request for Variation for a Subdivision and Expansion/ Renovation of Existing Single Family Dwelling Located at 106 South Central to the Plan Commission. The request was originally for an addition but then it was suggested to be subdivided. However, one of the subdivided lots would require a number of variances. The Zoning Board felt that the lots should be left as is, that the addition and variances be allowed. The Director of Community Development and Water Distribution Harding recommends the subdivision. The suggestion was to refer this to the Planning Commission for their opinion. It was noted that the neighbors do not have an issue with the subdivision.

8. **APPROVAL OF BILLS** – It was clarified that the Raysa & Zimmermann bills are attorney/client privilege information and are, therefore, not in the packets. Any Alderman who wishes to see the bills should see City Manager Jackson.

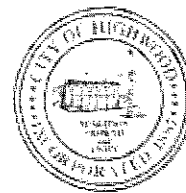
9. **TREASURER'S REPORT** – Alderman Hospodarsky asked why the revenue under services in the revenue summary were lower than projected. Collection issues were cited as a possible reason. City Manager Jackson will look into it.

10. **ADJOURN** - Alderman Hospodarsky, seconded by Alderman Bruni, motioned to adjourn the meeting. All Aldermen present voted aye. The meeting adjourned at 7:28 p.m.

Respectfully Submitted,

Susan Druktenis - City Clerk

Meeting of the City of Highwood City Council
17 Highwood Avenue
Highwood, Lake County, Illinois
(847) 432-1924 phone
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City Council Meeting
MINUTES
November 18, 2008 Regular City Council Meeting
7:30 p.m.

1. **CALL TO ORDER**

Mayor Donofrio called the City Council Meeting to order at 7:36 p.m.

2. **ROLL CALL**

Present: Mayor Donofrio, Aldermen Pieri, Linari, Pecaro, Cahnmann, Bruni, Fiore and Hospodarsky.

Absent: Alderman Murphy

Also present: S. Druktenis, City Clerk; R. Stefani, City Treasurer; G. Jackson, City Administrator; Anne Marrin, Assistant City Manager; L. Rossi, Police Chief; J. Harding, Director of Community Development and Water Distribution and D. Blondin and J. Stein, City Attorneys.

3. **PLEDGE TO THE FLAG**

All in attendance recited the Pledge of Allegiance.

4. **APPROVAL OF MINUTES**

Alderman Pecaro moved for an approval of the minutes from the November 5, 2008 City Council Meeting and the November 5, 2008 Committee of the Whole Meeting. Alderman Linari seconded the motion. Upon a call of the roll the following voted:

Ayes:	Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore, Hospodarsky
Abstain:	None
Nays:	None
Absent:	Murphy

The motion carried.

The review and approval of the November 5, 2008 Executive Session Minutes was tabled until the December 2, 2008 City Council Meeting.

5. **SPECIAL BUSINESS**

- a. Josephine Galassini was presented with a plaque in recognition of her many years of volunteer service to the City of Highwood.

- b. Paul Sheffer was presented with a plaque in recognition of his many years of volunteer service to the City of Highwood.
- c. **2008-R-10 – A Resolution Honoring Frank Reinier for 35 Years of Outstanding Police Service to the City of Highwood.** Alderman Linari, seconded by Alderman Pieri, moved to approve a Resolution Honoring Frank Reinier for 35 Years of Outstanding Police Service to the City of Highwood. Upon a call of the roll the following voted:
 - Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore, Hospodarsky
 - Abstain: None
 - Nays: None
 - Absent: Murphy

The motion carried.

6. **APPOINTMENTS**

Alderman Hospodarsky moved, seconded by Alderman Linari, to approve the appointment of Alderman Pecaro to the Schools Committee. Upon a call of the roll the following voted:

- Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore, Hospodarsky
- Abstain: None
- Nays: None
- Absent: Murphy

The motion carried.

7. **PUBLIC INPUT –**

Meno Passini, 216 Burchell, noted the Bocce night for the Recreation Center fundraiser on Saturday, November 22 at 6:30 to 11:00 p.m. and that tickets are still available. There will be music a raffle and a silent auction. Mr. Passini also noted the Highwood for the Holidays event that will be held on November 29, 2008. Mr. Passini concluded with recognizing Frank Reinier and his dedication to the community.

City Manager provided more detail on the Highwood for the Holidays event. The Navy and the Army were asked to help decorate. Shuttle busses will be provided for their transportation to and from Highwood. McDonalds and Starbucks will be providing hot beverages. Lunch and snacks will be provided to the volunteers as well as dinner at St. James School. There will be music and a lighting ceremony at 7:00 p.m. The starting time is at 11:00 a.m. and volunteers can call City Hall.

- 8. **CITY MANAGER'S REPORT** – City Manager Jackson's report provided a brief update on the creation of a traffic committee, new engineering services and Highwood for the Holidays.
- 9. **CONSENT AGENDA** – It was decided that the three items on the consent agenda would be considered separately.
 - a. Alderman Linari, seconded by Alderman Bruni, moved to table the Motion to Approve Liability/Casualty Insurance Policy-Mesirow Financial until a special

meeting to be scheduled for next week. City Manager Jackson is recommending that additional bids be obtained. It was noted that two companies have already declined, indicating that the City's trend is going in the wrong direction and they specifically noted the lawsuit between Alderman Murphy and the City of Highwood. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

- b. Alderman Pecaro, seconded by Alderman Bruni, moved to approve the construction bid for the Euclid Avenue repaving. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

- c. Alderman Linari, seconded by Alderman Pecaro, moved to approve the estimate tax levy. It was noted that the levy includes zero percent increase in taxes for the City of Highwood. This was accomplished while still maintaining services and staff. It was noted that the City came into the fiscal year with a deficit and will end with a small surplus. City Manager Jackson, the Department Heads and the Finance Committee were congratulated for their efforts. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

10. **FINISHED BUSINESS** – Alderman Fiore, seconded by alderman Pecaro moved to refer the Request for Variation for a Subdivision and Expansion/ Renovation if Existing Single Family Dwelling Located at 106 South Central to the Plan Commission. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

11. **TREASURER'S REPORT** – Alderman Fiore, seconded by Alderman Pieri, moved to approve the Treasurer's report for the month of October 2008 as presented by City Treasurer Stefani. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

12. **APPROVAL OF BILLS** – Alderman Pecaro, seconded by Alderman Bruni, moved to approve the bills as presented by City Treasurer Stefani. Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Cahnmann, Pecaro, Bruni, Fiore,
Hospodarsky
Abstain: None
Nays: None
Absent: Murphy

The motion carried.

13. **ADJOURN** - Alderman Bruni, seconded by Alderman Hospodarsky, motioned to adjourn the meeting. All Aldermen present voted aye. The meeting adjourned at 8:25 p.m.

Respectfully Submitted,

Susan Druktenis - City Clerk