



**MINUTES OF THE CITY OF HIGHWOOD  
COMMITTEE OF THE WHOLE OF THE HIGHWOOD CITY COUNCIL  
COUNCIL CHAMBERS – NOVEMBER 3, 2009**

**1. CALL TO ORDER**

Mayor Pecaro called the meeting of the Highwood City Council Committee of the Whole to order at 5:39 p.m.

**2. Roll Call**

Present: Mayor Pecaro; Aldermen Bruni, Fiore, Harpster, Falberg, Murphy-Pieri, Sepulveda

Absent: Aldermen Cahnmann, and Linari

Also present: M. Burke, City Clerk; G. Jackson, City Manager; J. Ponsi, Public Works Director, A. Marrin, Assistant City Manager; J. Stein and D. Blondin, City Attorneys

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

**3. Executive Session**

Attorney Blondin announced the need for an Executive Session under 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body and 2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Alderman Fiore made a motion that was seconded by Alderman Harpster to go into executive session under exceptions 2(c)(1) personnel and 2 (c)(2) collective bargaining as described by Mr. Blondin. Passed unanimously by voice vote at 6:10 p.m.

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The COW meeting reconvened at 7:29 p.m. after the close of the Executive Session. Aldermen Bruni and Cahnmann had joined the meeting.

Alderman Harpster made a motion that was seconded by Alderman Falberg to recess the COW in order to hold the regular meeting and reconvene immediately thereafter.

The motion passed by voice vote. The COW meeting recessed at 7:30 p.m.

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The COW meeting reconvened at 9:05 p.m.

**4. Any Action Necessary Coming Out of Executive Session**

n/a

**5. Review of Minutes**

Done at regular council meeting

**6. Appointments**

Done at regular council meeting

**7. Special Business**

**7.1. Presentation of Property Casualty Insurance Options-Mesirow Financial (Marianne Alejandro and Bill Fishbein).**

Mesirow presented their renewal proposal. Additional information that is expected from another carrier will be provided at the Finance Meeting on November 10. They said that all property values had been increased to reflect current replacement costs. They also noted that Highwood employees were having more accidents than in the past.

**7.2. Discussion of City of Highwood Code of Conduct**

AND

**7.3. Discussion of an Ordinance Amending the Highwood Code Related to the Mayoral Standing Committees.**

Mayor Pecaro asked that anyone who has any comments on either of these documents please send them to him by email.

**8. New Business**

**8.1. Discussion of Metra Agreement Renewal.**

According to Mr. Blondin, we are still waiting for the insurance consultants response. In response to Alderman Falberg request that a special fund be set up for this so the funds would be segregated, Mayor Pecaro replied that all that was needed was to more clearly identify the general fund line item for this and to keep a running balance. He went on to say that Mr. Amen told him that the fewer the accounts the better, but to be sure to line-up the line items. Alderman Falberg said that he was concerned about money being incorrectly appropriated if these monies were in the general fund. Mayor Pecaro responded that if that were to happen, the audit would show it.

Mr. Jackson said that if the council decided to set up a special fund that it be done at the end of the fiscal year. Alderman Falberg asked if it should be done to coincide with the start of the new agreement. Alderman Falberg asked if any council action was needed to change the name to Metra Parking Fund. Mr. Jackson said that no council action was required.

**8.2. Review of Proposal for Services-Ripple Productions Public Relations Firm-Ilyse Strongin-Bombicino.**

Done at regular city council meeting.

**8.3. Discussion of Comcast Public Access and Options.**

Ms. Marrin said that she had attended a meeting with six other municipalities at which Highland Park said that they would host the access channel. Comcast is definitely going black on November 30. The consortium/Highland Park would hope to be up and running by December 15, but no later than December 31. At that time, we would have the scroll, the bulletin board, and Channel 10. Ms. Marrin said that there was a hook-up fee of about \$5,444 and an annual fee of \$3,000. In response to a question from Alderman Cahnmann, it was confirmed that Comcast no longer had to provide this for free because they no longer were the only access provider. Access was now also available through AT&T.

Alderman Falberg said he would like to explore putting in a camera and having a live feed to the internet and then archiving each webcast. A discussion followed about whether staying on Comcast or being available on the Internet provided access to the most Highwood residents. Alderman Falberg pointed out that it could be available at the library. Alderman Cahnmann suggested also burning DVD's on request at City Hall.

It was agreed that the cost of the equipment had to be researched before pursuing this.

Ms. Marrin said that she needed to know if the council wanted to have Highland Park draw up the intergovernmental agreement. She also said that even if we told them we wanted it drawn up we didn't have to sign it. Ms. Marrin and Mr. Jackson both suggested taking both actions (the intergovernmental agreement and researching our own live stream) at the same time so that there would be the least disruption to the community. Mr. Jackson also noted that Gamma was working on this also. Mayor Pecaro asked Mr. Jackson to pull the information together by next week.

Dan Whitford, the Comcast cameraman, said he does this for Western Springs and that he would look into what it would cost for the equipment for Highwood to do a live stream to the internet within the next couple of weeks. Dan told the council that he could produce from his laptop. He said he likes being involved with Highwood and wants to stay involved.

- 8.4. **Warrant Number 2009-01. Bills for Citrus Falcon for \$500.00 and VMS (Video Monitoring Services) \$531.00.**

Done at regular city council meeting.

- 8.5. **Discussion of Amended Appropriation for Special Events Fund.**

Postponed until next COW meeting.

- 8.6. **Discussion of Agreement and Ordinance Pertaining to Regulation of Vehicles, Traffic and Parking for Fort Sheridan Place**

Asked the city to regulate traffic on their property. Providing the services requested by the management of Fort Sheridan Place, including regulating their vehicle stickers, would allow Highwood police officers to write tickets on this property as on any other city street. It would also allow the city to regulate fire lanes on this property. In response to a question from an alderman, Mr. Blondin said that under the vehicle code, the owner of a multi—unit development could confer this authority on the local police. Mayor Pecaro said that this would constitute the first reading.

9. **Old Business**

- 9.1. **Discussion of Boards and Committees Enabling Ordinance.**

Discussion postponed

- 9.2. **Review and Discussion of City of Highwood Liquor Ordinance**

Discussion postponed

- 9.3. **Discussion of Inducement Resolution for Bonds with Exhibit A. Public Works Director Jeff Ponsi Presenting.**

Done at regular city council meeting.

- 9.4. **Discussion of Salary and Compensation Ordinance for Elected Officials**

This discussion centered on two items: the compensation of the aldermen and the compensation of the clerk.

Mr. Blondin stated that the clerk was entitled to the \$2,400 salary as provided for in the 2007 salary ordinance.

It was pointed out that there was an ordinance passed some time ago that provided for \$480/year in expense money for aldermen in addition to their \$600/year salary. Alderman Harpster expressed concern that this was not sent to the codifiers. This is to be clarified so that it can be resolved at the next meeting

- 9.5. **Discussion of Park Rental Ordinance.**

Mayor Pecaro said that this was in the packets to be read.

- 9.6. **Review and Discussion of Joint Agreement, Construction Engineering Contract with Baxter & Woodman, and IDOT MFT Resolution for Sheridan Road LAPP Project for Construction Engineering-John Ambrose.**

Done at regular city council meeting.

**10. Adjournment**

Upon a motion made by Alderman Harpster, seconded by Alderman Bruni, and passed unanimously by voice vote the meeting was adjourned at 9:30 p.m.

RESPECTFULLY SUBMITTED,

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MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED BY THE HIGHWOOD CITY COUNCIL ON: \_\_\_\_\_, 2009



**CITY OF HIGHWOOD**  
**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL**  
**CITY COUNCIL CHAMBERS - TUESDAY, NOVEMBER 3, 2009**

**1. Call to Order**

Mayor Pecaro called the meeting to order at 7:30 p.m.

**2. Roll Call**

Present: Mayor Pecaro; Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, Sepulveda

Absent: Alderman Linari

Also present: M. Burke, City Clerk; G. Jackson, City Manager; J. Ponsi, Public Works Director, A. Marrin, Assistant City Manager; J. Stein and D. Blondin, City Attorneys

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

Alderman Fiore made a motion seconded by Alderman Falberg to approve Alderman Sepulveda participating by telephone. Motion passed by unanimous voice vote.

**3. Pledge of Allegiance**

Everyone present rose to say the Pledge of Allegiance

**4. Review of Minutes**

**4.1.** Committee of the Whole minutes: October 27, 2009  
Tabled until November 10, 2009

**4.2.** Regular meeting of the City Council: October 27, 2009  
Tabled until November 10, 2009

**4.3.** Executive Session of the Committee of the Whole:  
June 2, 2009, September 1, 2009, October 27, 2009 to be reviewed

**5. Special Business**

**5.1.** Presentation of Resolutions for Highwood's Prelude to the Pumpkin Festival. (Alderman Falberg).

Alderman Falberg opened by saying that the Prelude to the Pumpkin Fest was a "smashing" success because of the hard work of members of the community. The following people were recognized by the Highwood City Council for going "above and beyond" any reasonable expectations:

Ermano Amidei -- Amidei Mercantino and members of Amidei family

Jack Harding -- newest member of Public Works Department. Amy Amdur, event organizer, also recognized Mr. Harding for his work at the Last Call Art Festival.

Lenny Innocenzi -- Buffo's. Also recognized for his contributions to Highwood for over 30 years.

Lisa Cervac -- President of the Library Board and former Alderman

Ken Nelson and Jim Adams – The Consignment Shop. Also recognized for always responding to any request for assistance. Mr. Adams said that it was “important to give to the community, not just to take from it.”

Patricia Galli – Pastificio and members of the Galli family. Ms. Galli said to Alderman Falberg “Your enthusiasm is contagious”

Jeff Ponsi – Director of Public Works. Also recognized for 26 years of exceptional service to Highwood. Mr. Ponsi said of his entire department “we’re always looking for challenges.”

Not present:

Dominick Ugolini – Beck’s Heating. The man behind the hayrides. Mr. Ugolini provided hayrides for the Last Call Art Fest and a same day event at St. James as well as for the Prelude to the Pumpkin Fest and the Highwood Pub Crawl.

Steve Goldstein – The Alley. Mr. Goldstein hosted most of the Friday night pumpkin scoopers, providing pizza and soft drinks as well as a fantastic place to scoop pumpkins.

Alderman Harpster made a motion, seconded by Alderman Murphy-Pieri to approve the resolutions recognizing Mr. Amidei, 2009-R-13; Mr. Harding, 2009-R-14; Mr. Innocenzi, 2009-R-15; Ms. Cervac, 2009-R-16; Messrs. Nelson and Adams, 2009-R-17; Ms. Galli, 2009-R-18; Mr. Ponsi, 2009-R-19; Mr. Ugolini, 2009-R-20; and Mr. Goldstein, 2009-R-21.

## 6. Appointments

### Library Board of Trustees

Catherine Regalado, 133 Prairie Avenue, term to be determined by council

Alderman Falberg made a motion, seconded by Alderman Murphy-Pieri, to approve the appointment of Catherine Regalado to the Board of the Highwood Public Library for a term to be set by the council.

Vote:

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

No: Cahnmann

Absent: Alderman Linari

Abstain: --

Approved by a vote of: 6 yes, 1 no, 1 absent, 0 abstain

### Fire and Police Commission

Howard Bernstein, 44 Ronan Road, term to be determined

Alderman Murphy-Pieri made a motion, seconded by Alderman Bruni, to approve the appointment of Howard Bernstein to the Fire and Police Commission for a term to be set by the council. Vote:

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

No: --

Absent: Alderman Linari

Abstain: --

Approved by a vote of: 7 yes, 0 no, 1 absent, 0 abstain

## 7. Public Input regarding items not on agenda

Lenny Innocenzi, proprietor of Buffo’s

Mr. Innocenzi thanked the city for doing what it’s doing and said that “we’re the talk of the North Shore.” He said that events like the Prelude to the Pumpkin Fest are returning Highwood to its history.

Mr. Innocenzi also thanked Anne Marrin for all her work.

He closed by saying, “It’s exciting and it’s great. Don’t stop.”

**8. Mayor’s Report**

none

**9. Committee Reports.**

**Long Term Planning** – Alderman Harpster, Chair

Alderman Harpster reminded everyone about the town hall meeting at the Rec Center at 7 p.m. on Wednesday, October 28. This meeting is to introduce the community to Houseal, Lavigne who will work on Highwood’s Comprehensive Land Use Plan.

There will also be an advisory committee on which resident seats will be assigned by lottery on November 6.

The next meeting of the LTP Committee will be on Thursday, November 12 not Tuesday, November 10 as previously announced

**Finance** - Alderman Linari, Chair

none

**Public Safety** – Alderman Cahnmann, Chair

none

**Parks and Recreation** – Alderman Fiore, Chair

Alderman Fiore reported that the committee is still working on the Ordinance concerning permits to use the parks. They are also continuing to discuss the feasibility of a park district and are looking at equipment.

Alderman Fiore reported that the committee recommending honoring the memory of ex-Alderman Ozzie Mazzetta by naming the gym floor after him. Mr. Mazzetta’s name would be painted across the floor at center court facing the bleachers. Small Fry will be paying for all but \$1,500 of the cost. The \$1,500 cost to Highwood is what the city would normally spend to recondition the floor each year.

**Special Events** – Alderman Falberg, Chair and **Public Outreach** - Alderman Murphy-Pieri, Chair

Alderman Falberg spoke about the role played by Ripple Communications in making the Prelude to the Pumpkin Fest a success. He said that the effect of what they did continues as Highwood continues to pick up 10 to 15 fans a day on our Facebook page.

**Legislative** – Alderman Murphy-Pieri, Chair

none

**10. ACTION ITEMS**

**10.1. 2009-R-22 A Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be Issued by the City of Highwood, Lake County, Illinois.**

*SUMMARY To recoup any costs that incur now when and if the City issues bonds to pay for the projects described in Mr. Ponsi’s report detailing the work needed to fix all currently known infrastructure problems.*

Motion made by Alderman Harpster and seconded by Alderman Falberg to approve Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be Issued by the City of Highwood, Lake County, Illinois. Vote:

Yes: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, Sepulveda  
No: --  
Absent: Alderman Linari  
Abstain: --

Approved by a vote of: 7 yes, 0 no, 1 absent, 0 abstain

**10.2. 2009-R-23 A Resolution Approving and Ratifying an Agreement with Campanella and Sons, Inc.** *To ratify contract signed by Mayor Pecaro on September 28 before he was informed that the resolution had not yet been approved by the Council.*

A motion was made by Alderman Fiore and seconded by Alderman Bruni to approve a resolution ratifying the contract signed by the Mayor with Campanella and Sons, Inc. on September 28, 2009.

Vote:

Yes: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri  
No: Alderman Sepulveda  
Absent: Alderman Linari  
Abstain: --

Approved by a vote of: 6 yes, 1 no, 1 absent, 0 abstain

**10.3. 2009-O-39 An Ordinance Amending the Highwood City Code: Stop Sign on Lockard Lane at Burchell Ave.** *In response to resident request.*

**10.4. 2009-O-40 An Ordinance Amending the Highwood City Code: Stop Sign on Rienzi Lane at Lyster Road.** *In response to resident request.*

**10.5. 2009-O-41 An Ordinance Amending the Highwood City Code: Stop Sign on Euclid Avenue at Western Avenue.** *In response to resident request.*

Alderman Falberg made a motion that was seconded by Alderman Bruni to consider Items 10.3, 10.4, 10.5 under an omnibus motion on stop signs. Unanimously approved by voice vote.

Alderman Harpster made a motion that was seconded by Alderman Cahnmann to approve the omnibus motion on stop signs. Vote:

Yes: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, Sepulveda  
No: --  
Absent: Alderman Linari  
Abstain: --

Omnibus motion to adopt ordinances on stop signs approved by a vote of: 7 yes, 0 no, 1 absent, 0 abstain.

**10.6. 2009-O-42 An Ordinance Amending the Highwood City Code to Repeal Overnight Parking on Lakeview Avenue.** *In response to resident request.*

Alderman Cahnmann made a motion that was seconded by Alderman Harpster to approve the ordinance amending the Highwood city code to repeal overnight parking on Lakeview Avenue subject to amending the effective date to January 1, 2010.

Discussion: Alderman Murphy-Pieri asked if residents had been advised that they were going to be losing their permit parking privileges. Mr. Jackson informed her that they had not been pending council action. He said that they would be informed promptly if the ordinance were adopted. Mayor Pecaro requested that he be put on the mailing list for that notification.

Yes: Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Murphy-Pieri, Sepulveda  
No: --  
Absent: Alderman Linari  
Abstain: --

Motion to adopt ordinance concerning permit parking on Lakeview approved by a vote of: 7 yes, 0 no, 1 absent, 0 abstain.

**10.7. 2009-R-24** Resolution Approving of Local Agency Agreement for Federal Participation for Sheridan Road LAPP Funds. SUMMARY: Mandated Approval for Letting of ARRA Funds through IDOT for Sheridan Road Improvements.

**10.8. 2009-R-25** Resolution Approving Construction Engineering Agreement with Baxter & Woodman for Sheridan Road LAPP Project. SUMMARY: Mandated Agreement for Engineering Services for Federal ARRA Funds for Sheridan Road.

**10.9. 2009-R-26** Resolution For Improvement by a Municipality Under the Illinois Highway Code. SUMMARY: MFT Resolution for Sheridan Road LAPP Project to utilize Motor Fuel Tax Funds. Alderman Falberg made a motion that was seconded by Alderman Bruni to consider Items 10.7, 10.8, and 10.9 under an omnibus motion on the Sheridan Road improvements. Unanimously approved by voice vote.

Alderman Harpster made a motion that was seconded by Alderman Murphy-Pieri to approve the omnibus motion on the Sheridan Road improvements.

Discussion: Mr. Ambrose said that Highwood was selected to receive Federal Stimulus Funds for this project. It is scheduled for letting (i.e., for the bids to be opened) on January 16, 2010. 70% of the cost of the project will be paid for by the federal funds, leaving the city with \$204,000 to pay. Mr. Jackson said that MFT money would be used for this. Mr. Ambrose said that construction would probably start in April and run through June. Because of the invoice review process, Highwood is unlikely to get an invoice on this before June 2010. Alderman Falberg asked Mr. Jackson to explore the possibility of raising the tax on gasoline even higher. A number of aldermen commented that it might already be at the maximum we can charge, but Mr. Jackson will look into it.

Vote:

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

No: --

Absent: Alderman Linari

Abstain: --

Omnibus motion to adopt ordinances on Sheridan Road improvements approved by a vote of: 7 yes, 0 no, 1 absent, 0 abstain.

**10.10. 2009-R-27** Resolution Approving Proposal for Services-Ripple Productions Public Relations Firm-Ilyse Strongin-Bombicino, for Highwood for the Holidays Motion made by Alderman Falberg and seconded by Alderman Harpster to approve a Resolution Approving Proposal for Services-Ripple Productions Public Relations Firm-Ilyse Strongin-Bombicino, for Highwood for the Holidays

Discussion: These services would cost \$1,500. Although we have not raised it with them yet, Alderman Falberg plans to ask the Chamber to pay \$750 of this. In response to questions from other aldermen, Alderman Falberg agreed that if Highwood and the Chamber of Commerce jointly engage Ripple to provide PR services for Highwood and Highwood businesses on a monthly basis, we will ask that this project be folded in to that. For now, this would be paid for by Administration. Alderman Falberg noted that he has been told that because of the special events, merchants and restaurants have seen a big uptick in sales. Alderman Fiore stated that while he was totally for this event, he felt like he was being rushed on approving this engagement of Ripple for these services.

Vote:

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

No: --

Absent: Alderman Linari

Abstain: --

Resolution approving the retention of Ripple to provide PR support for Highwood for the Holidays passed by a vote of: 7 yes, 0 no, 1 absent, 0 abstain

**10.11.** Motion Approving Warrant Number 10-2009-01. Bills for Cirrus Falcon for \$500.00 and VMS (Video Monitoring Services) \$531.00.

*Summary: This was requested by Special Events Committee. It is for payment under services provided for the Pumpkin Fest. VMS will provide Highwood with a set of video clips from various news broadcast organizations for use in soliciting sponsors for next year's event.*

Motion made by Alderman Falberg and seconded by Alderman Murphy-Pieri

Discussion: Alderman Bruni Told Alderman Falberg to be sure to use these clips. He cautioned that in his experience, many companies put them in a drawer and forget about them. Alderman Falberg assured him that he clips would be used as described.

Vote:

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

No: --

Absent: Alderman Linari

Abstain: --

Motion approving warrant passed by a vote of: 7 yes, 0 no, 1 absent, 0 abstain

**11. UNFINISHED BUSINESS**

None

**12. NEW BUSINESS**

**12.1.** Ordinance Ratifying Salary Payments for Elected Officials.  
Will be addressed in the COW

**12.2.** Ordinance Providing for Park Rental Rules.  
Will be addressed in the COW

**13. Executive Session**

none

**14. Any Action Necessary Coming Out of Executive Session to discuss**

n/a

**15. ADJOURNMENT**

There being no further business, a motion to adjourn was made by Alderman Bruni, was seconded by Alderman Cahnmann, and was passed unanimously by voice vote. The meeting was adjourned at 9:02 p.m.

Respectfully submitted,

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Marcia Burke, City Clerk