



CITY OF HIGHWOOD COMMITTEE OF THE WHOLE MEETING

17 Highwood Avenue
Highwood, Lake County, Illinois
(847) 432-1924 phone
(847) 432-0735 fax

MINUTES

February 17, 2009

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, Cahnmann, Murphy, Bruni, Fiore and Hospodarsky.

Absent: Alderman Pecaro, City Treasurer Rosa Stefani, City Clerk Susan Druktenis.

Also present: G. Jackson, City Manager; Anne Marrin, Assistant City Manager; J. Harding, Director of Community Development and Water Distribution, and Dan Blondin, City Attorney.

3. EXECUTIVE SESSION.

Alderman Linari made a motion to go into Executive Session to discuss personnel matters, acquisition of real estate and pending litigation. Seconded by Alderman Bruni. All Aldermen voted aye. Motion carried.

(NOTED: Alderman Pecaro joined meeting at 6:08 p.m. and attended Executive Session.)

4. RECONVENE

Alderman Linari made a motion to continue into the Committee of the Whole meeting seconded by Alderman Bruni. All agreed Motion carried and meeting reconvened at 6:51 p.m. No action from Executive Session is necessary.

5. APPROVAL OF MINUTES.

Alderman Hospodarsky noted that on the Regular Meeting Minutes on the Roll Call Alderman Pecaro and Fiore are missing.

Alderman Murphy wanted to add the following to the Regular Session Minutes: The issue was that she had just received the memo from Rich Piccolo and had no time to look over. She wants this added into the minutes.

Alderman Murphy has not been able to get in and read all of the Executive Session Minutes. Since this is the case, and several other Aldermen have not reviewed, the approval of Executive Session will be tabled until the March 3, 2009 meeting.

The Council will approve the February 3, 2009 Regular and Committee of the Whole minutes as corrected.

6. APPOINTMENTS

There are three reappointments to the Library Board and Alderman Hospodarsky moved that the Council wait the required two weeks to vote in Regular Session. Alderman Murphy stated that the term expiration date is incorrect. Every document she has says expiration of 2010 for Judy Broderick. Alderman Murphy stated that it was never documented well by past administrations. Mr. Jackson explained that by state statute (The Illinois Library Act), all appointments stay in place unless they resign. That means all members of that board would retain the authority to decide even if the reappointment process is incomplete. The Council agreed to have staff look into this and wait for confirmation of terms.

7. SPECIAL BUSINESS.

1. Fire Chief Tom Lovejoy will present the Illinois Fire Inspectors Association Award from the Illinois Fire Inspectors and Fire Chiefs Association.
2. Assistant City Manager Anne Marrin will present the winners for the Vehicle Sticker Contest.

8. NEW BUSINESS

- a. *Ordinance Adopting City Code.* It was agreed that this should be tabled until all proper committees and boards could review and advise. Alderman Murphy asked why there was not a "red-lined" copy. Attorney Blondin explained that in order to do so, that with something this large, you would need a base document. He further explained to her that this is a compilation of many documents and everything has been reformatted and reorganized. It is virtually impossible to red-line something like this without great time and a huge expense. City attorney Blondin then explained to Alderman Murphy that the advantage of having a code is that we will have the ability to provide future ordinances on line in red-lined forms. Alderman Murphy asked why there were no hard copies. Attorney Blondin explained to her that they are not ready as yet because the Council did not approve the code. Once the council approves and adopts the ordinance, then the hard copies will be available.

Alderman Hospodarsky suggested that the council allow 30 days for review by other committees/commissions and each group do a cursory review of the document. They do not have to read line-by-line but just a review to look for blatant omissions or issues. It's a quality control issue. He believes we need a certain comfort level before we approve and this will facilitate that process. Mr. Jackson will assist with the process and will draft a letter with guidelines and a time table to follow.

11. PREVIOUSLY DISCUSSED ITEMS ON THIS EVENING'S COUNCIL AGENDA

Alderman Hospodarsky asked if anyone would like to address anything on the Consent Agenda before we move to vote in Regular Session. No one had any questions/concerns.

12. PRESENTATION OF BILLS

Alderman Murphy asked if the additional bills were not looked at during the Finance Committee Meeting and if not--she did not understand how the Council was approving them. It was explained to her that they are typically presented to the Council for approval. They are noted as additions and may not have been received until after the Finance Committee Meeting. Therefore, they are presented as "Additional Bills".

Alderman Murphy questioned #9 --Alderman Fiore is receiving \$600.00 for a fence? Is the city buying him a fence? Why is he getting this money? Mr. Jackson explained that our snow plows damaged two fences. One was Anthony Marini and one was Alderman Fiore's. There are photos and it falls under our deductible threshold from our insurance.

Alderman Murphy questioned the last page, Account # 78-00-533. Why would we get a bill for Moraine Hotel? There is nothing going on over there and there hasn't been any activity that we should be getting billed by lawyers. Mr. Jackson explained to the Alderman that it should read 720 for the Kordell property and would verify that.

Alderman Murphy asked, why are we paying the Metropolitan Alliance of Police \$130.00? What's it for? Mr. Jackson explained that it is the police union dues that are paid monthly.

NEW BUSINESS (Cont'd)

- b. *Variation Request for 136 Summit Avenue*-Jeff Harding presented the findings of the ZBA review. It is an addition to a non-conforming single family home. The ZBA unanimously recommended approval.
- c. *Motion to Approve SWALCO Membership*-Alderman Murphy asked if anyone had gotten back to Mrs. Bernstein regarding her questions at the last meeting. Mr. Jackson stated that he tried to contact her but was told she is out of town. Alderman Murphy asked if SWALCO gets money from Waste Management. Mr. Jackson replied no they do not. They get money from the fees they charge municipalities and they are strategic partners that will assist in the contract process and help us get better pricing. SWALCO does not get compensation as it would be a conflict of interest. They charge \$1.00 per household.

15. ADJOURN - Alderman Hospodarsky made a motion to adjourn, seconded by Alderman Bruni. All Aldermen voted aye. The meeting adjourned at 7:33 p.m.

Respectfully Submitted,

Anne Marrin-Assistant City Manager/Deputy Clerk



CITY OF HIGHWOOD COUNCIL MEETING
17 Highwood Avenue
Highwood, Lake County, Illinois
(847) 432-1924 phone
(847) 432-0735 fax
MINUTES from the
February 17, 2009 Regular City Council Meeting
7:30 p.m.

1. CALL TO ORDER.

Mayor Donofrio called the City Council Meeting to order at 7:37 p.m.

2. ROLL CALL.

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

Absent: City Treasurer Rosa Stefani.

Also present: S. Druktenis, City Clerk; G. Jackson, City Manager; Anne Marrin, Assistant City Manager; J. Harding, Director of Community Development and Water Distribution and Dan Blondin, City Attorney.

3. PLEDGE TO THE FLAG

All in attendance recited the Pledge of Allegiance.

4. APPROVAL OF MINUTES.

Alderman Bruni moved for an approval of the minutes from the February 3, 2009 City Council Meeting and the February 3, 2009 Committee of the Whole Meeting as amended in the Committee of the Whole Meeting and to table approval of Executive Session Minutes until further review by Aldermen.

Alderman Pieri seconded the motion.

Upon a call of the roll the following voted:

Ayes: Pieri, Linari, Pecaro, Bruni, Fiore, Murphy, Cahnmann, Hospodarsky

Abstain: None

Nays: None

Absent: None

The motion carried.

5. SPECIAL BUSINESS.

1. Fire Chief Tom Lovejoy presented the Illinois Fire Inspectors Association Award awarded by the Illinois Fire Inspectors and Fire Chiefs Association for the City's guidelines in life safety and passage of the Sprinkler Ordinance for requirements on single family homes.

2. Assistant City Manager Anne Marrin presented the winners for the Vehicle Sticker Contest. Judging was held on February 14, 2009 at City Hall. 84 entries were judged and the winners will be presented with awards at the next Regular City Council Meeting.

6. APPOINTMENTS.

Appointments to the Library Board were tabled until the March 3, 2009 meeting due to discrepancies in term expirations. City Manager Greg Jackson will contact the Library Board Members to confirm term expirations.

7. PUBLIC INPUT.

Amy Strege-328 Oak Terrace, Highwood

Ms. Strege addressed the Codification of the City Code and stated that it was the first one ever completed in the 125 year history of the City. It is an important document and step in the process. Although she saw a lot of red flags that the Council should address:

- a. It is too voluminous.
- b. No paper copies were given to Aldermen.
- c. On the website it states that the paper document will prevail.
- d. Comprehensive Plan is not included.
- e. Towers Ordinance.

She is glad they are tabling for review and understands that it is a "living document." She congratulated the Council on undertaking such a huge task and an impressive document, and is glad the Council is shepherding the birth of democracy in Highwood.

Benita Bish

Ms. Bish has lived in Highwood for three years and said the Police Department does a wonderful job. However, she has concerns for the community as a whole. She feels that there are certain people who have been victimized and are afraid to report it due to retaliation. City Manager Greg Jackson stated that he will contact the Police Chief and will meet with her in the morning to discuss the issue and look into Victims Advocacy Groups.

Marzio Piagentini

Mr. Piagentini stated that City Officials are organizing citizens to address overcrowding because of the fire several days ago at 820 Green Bay Road. He has reported them in the past and the police responded quickly but the next day it was the same thing. There was no keeping up on it. He has several addresses that need to be looked into that he wants it known that there has been issues reported:

- a. 320 Euclid-Many cars and trucks parked on the street and drive way.
- b. 316-318 Euclid-14 cars parked.
- c. 314-312 Euclid-Cars parked on the grass and in the yard.
- d. 303-305 Euclid-Both cars and trucks with commercial logos parked.

In addition some people have been leaving garbage cans out for three or four days and we have an ordinance that states they must be off the street within 24 hours.

Joe Passini-216 Burchell, Highwood

Mr. Passini agreed with Mr. Piagentini in that it was a very bad fire last week. Last year there were reports and recommendations compiled to help the Building and Zoning Inspectors. He is glad the Council is incorporating the 2003 measurement requirements into the ordinance as recommended by Jeff Harding. Interfaith Housing utilizes the same code. It is important that we have this as we need to give inspectors the tools to

determine if someone is noncompliant. Mr. Passini then addressed the Nuisance Ordinance and brought a copy of Evanston's which he feels is a good document. He will give to the City Manager for review. He then commended Fire Chief Lovejoy for keeping the community safe and pushing for more sprinklers in North Shore Estates. And for the Council deciding to have Jeff Stein, City Attorney prosecute housing code violators. Mr. Passini then commended City Manager Greg Jackson for his well done presentation at the previous meeting and for the Business Response Team meeting held on Friday February 13, 2009. He is receiving much positive feedback from the business community. The Library is finished and the Youth Room is complete and has received a lot of compliments. Ellie Saldo was a huge help and he thanked her.

Judy Johnson-24 Everts Place

Ms. Johnson stated she was with the League of Women's Voters of Highland Park. The League encourages informed participation in government. They hold candidate forums. This year they will hold a forum at Oak Terrace School on March 12, 2009 at 6:45 p.m and everyone is encouraged to attend.

Alex Largo

Mr. Largo also commended Mr. Jackson on the Business Response Team meeting. It was a nice meeting and very informative for the business community. Many business owners were concerned about the Sprinkler Ordinance costing them a lot of money and the "authors" kept wanting more and more but cooler heads prevailed. He then thanked Chief Lovejoy and City Manager Jackson who assisted in stopping these changes.

8. CITY MANAGER'S REPORT.

City Manager Greg Jackson stated that the Managers Report will be a monthly report to the Council. He also stated that as agreed by the Council in Committee of the Whole that it was recommended that the Council wait to approve this Code until the March 17, 2009 meeting. This will give all boards and committees time to review and return any findings to the Council. Mr. Jackson then presented the Economic Stimulus Packet which was placed in the Aldermen's mailboxes. He stated that we requested \$38 million. However, out of the \$150 billion the State of Illinois will receive \$1 billion; 70% goes to the state and 30% to MPO. Illinois has 7,200 local governments and if half— approximately 3,604 submitted requests, if divided equally, each community would receive only \$276,000 and that is only if the state doesn't touch it. Staff has presented copies of the packet to Susan Garrett and Karen May's offices. Staff asked for everything they could think of within the guidelines of the package. Mr. Jackson noted that this money requested through the Stimulus Package is in addition to what was already requested for the Legislative Program.

The Business Response Team met with city business owners on Friday and about 20 Chamber Members attended. Mr. Jackson attended the Chamber Meeting and received positive feedback. Aldermen Pecaro and Hospodarsky proposed a "Celebrate Highwood" Plan and will meet to discuss the next steps.

Mr. Jackson then addressed some disturbing comments he received last week. At the previous meeting, he made mention of the library. What disturbed him most was the misrepresentation of his comments. An edited CD of the meeting was created so things were taken out of context. He hadn't heard any comments regarding the library in over a week and considered it a non-issue. Alderman Walter Pieri is the library liaison and communicates with the city without failure. He did tell the city that the library was closed and why. He offered the Library Board alternatives to closing, but the Library Board took another approach, which is their prerogative. Under the Illinois Library Act, the Library

Board is a separate entity that makes their own decisions. The city is to allocate tax dollars and oversee budgeting issues. However, the city received phone calls and questions from people and it is our job to respond to people who did not know the library was closed. Alderman Murphy came to Mr. Jackson and asked why the library was closed and it is his job to find answers. Alderman Murphy questioned construction on the premises and he sent the Fire Chief and Building and Zoning Director to go and see. There was no construction on the premises, but it is his job to look into it and direct staff to do so. There may be a strained relationship with the library which may be attributed to Mr. Jackson challenging certain budget items. That is his job. The library has a 70% reserve as well as a levy that exceeds 1.5%. The city has little money and is trying not to lay off police and fire personnel that would diminish the health, safety and welfare of the city. We want to know where our tax dollars are and it is our job to protect taxpayer money. He respects the autonomy of the library and agrees that they are their own entity, but with all due respect, he will ask the questions he needs to ask. Our liaison did his job.

9. CONSENT AGENDA

City Attorney Dan Blondin reviewed each item on the agenda. It was agreed in Committee of the Whole that Item #3-Motion to Approve an Ordinance Adopting the City of Highwood Code would be removed for further review by the Council and various committees. A motion to table until the March 17, 2009 meeting was made by Alderman Hospodarsky seconded by Alderman Pecaro.

Upon a call of the roll, the following voted:

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

Because there are only two items left, Attorney Blondin stated they can be considered separately.

- a. **2009-0-24-An Ordinance Approving SWALCO Membership**-Alderman Hospodarsky seconded by Alderman Linari made a motion to approve. Alderman Pecaro asked Mr. Jackson to explain what SWALCO is so the public would understand. Mr. Jackson explained that they are a strategic partner in refuse that will facilitate negotiations of contracts and add options for refuse for the city to use. It is a one time cost of \$5,000 for the membership and they will facilitate things such as chemical waste recycling, CFL Bulb recycling and a rebate program. Last year SWALCO rebated \$380,000 to the membership and Highland Park received \$40,000. Also SWALCO could help us facilitate a spring and fall clean up day. Alderman Murphy asked if SWALCO gets money from Waste Management. Mr. Jackson explained that no, they did not. They receive funds from the municipalities and to take funds from Waste Management would be a conflict of interest. Alderman Murphy then asked how the city would be billed. Would it go on the water bill? Mr. Jackson said yes.

Upon a call of the roll, the following voted:

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

- b. **2009-0-25** An Ordinance Amending Certain Sections of the International Property Maintenance Code 2006, As previously Adopted by the City Council of Highwood Related to Overcrowding. A motion to approve was made by Alderman Linari seconded by Alderman Pecaro. Upon discussion Alderman Murphy asked that in section 404.5 shouldn't the word be "then" and not "that"? Attorney Blondin agreed and would correct. Mr. Jackson went on to explain what the change in the code meant. It takes out the ambiguity in the existing ordinance. It takes the subjectivity out of the code and the enforcers hands. It's a measurable system that makes it clear as to how the inspector arrived at a decision. There is no way around it. This tightens it up and makes the code clear. Alderman Murphy asked wasn't this what we used to have in 2003? We are going back to the old ordinance? Alderman Linari clarified that we did not go back to the 2003 ordinance, we are still using the 2006 ordinance as codified and this small portion of the 2003 code is being added to tighten the code and bring it together in a measurable way. It is still the 2006 Code as adopted.

Upon a call of the roll, the following voted:

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

10. NEW BUSINESS

None.

11. UNFINISHED BUSINESS.

None.

12. PRESENTATION AND APPROVAL OF BILLS

The bills were reviewed and read. A motion to pay bills was made by Alderman Pecaro seconded by Alderman Linari. Upon further discussion, Alderman Murphy questioned:

- Why is there payment to Alderman Fiore for a new fence? Mr. Jackson explained that during the last snow storms damage was made to properties and Alderman Fiore's fence was damaged by plows. This is reimbursement for that damage.
- \$230.00 payment to Metropolitan Alliance of Police- Mr. Jackson stated it is for the union dues payment. Alderman Murphy asked for confirmation that is what it is for.
- \$180.00 to Raysa Zimmermann for 700 Sheridan Road. Alderman Murphy stated that is Moraine Hotel and that nothing has been done over there. Mr. Jackson stated it should be 720 Sheridan Road for the Kordell property.

Upon a call of the roll, the following voted:

Ayes: Pieri, Linari, Cahnmann, Bruni, Pecaro, Murphy,
Hospodarsky.
Abstain: Alderman Fiore moved to abstain on the \$600.00 payment
of the fence only but approves payment of all other bills.
Nays: None
Absent: None

The Treasurers Report will be read at the next meeting due to the absence of
Treasurer Stefani.

14. ALDERMAN/COMMITTEE REPORTS.

Traffic Committee-Meeting scheduled for February 19, 2009 at 7:00. Mr. Jackson and
the Mayor have received letters regarding traffic issues and will copy them for the
committee.

Finance Committee-Alderman Pecaro stated that the auditor came in and reviewed the
audit with them. It was very educational to be walked through the audit. It showed where
some assumptions could be made as to our financial health.

Judiciary Committee-Alderman Cahnmann stated they reviewed the Safe Building
Ordinance and it was revised by the city attorney. It will be presented in the Committee
of the Whole in two weeks.

Ethics Committee-Alderman Hospodarsky stated that they do not have all information
needed and would delay the meeting. They want the correct information to present to the
public. The Neighborhood Watch Meeting will still be held and Alderman Fiore requested
that people attend as it is very important for public input.

Alderman Fiore also stated that they are looking into beginning a Landlord Association to
remedy housing maintenance issues. Mr. Jackson stated that they are beginning to
explore options to get information and input. He has met with the Police Chief from
Mundelein as they have a successful program already. This will include issues and
recommendations from all landlords—absentee landlords as well. It will help take care of
complaints and property maintenance issues.

15. **ADJOURN** - Alderman Bruni, seconded by Alderman Pecaro, motioned to adjourn
the meeting. All Aldermen voted aye. The meeting adjourned at 8:48 p.m.

The next City of Highwood Committee of the Whole and Regular Council Meetings will
be held on Tuesday March 3, 2009 at 6:00 p.m. at the City Hall Council Chambers.

Respectfully Submitted,

Anne Marrin-Deputy Clerk