



CITY OF HIGHWOOD

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Committee of the Whole Meeting MINUTES

April 14, 2009 Committee of the Whole Meeting
5:30 p.m.

1. CALL TO ORDER

Mayor Donofrio called the Committee of the Whole Meeting to order at 5:30 p.m.

2. ROLL CALL

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

Absent: Alderman Cahnmann

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

City Manager Jackson noted that he received a message from Alderman Cahnmann at approximately 2 p.m. today that he would not be at the meeting this evening and would like to participate via teleconference. Due to the limited time to set up the conference call, this will not be able to be accomplished for the Committee of the Whole and Regular City Council Meetings; however, with concurrence from the Council, Alderman Cahnmann will be able to participate in the executive session.

3. **EXECUTIVE SESSION** - Alderman Linari, seconded by Alderman Pieri, moved to go into executive session to discuss employee matters (2.c.1). All Aldermen present except for Alderman Murphy voted aye. Alderman Murphy voted no. The motion carried.

{Executive session}

Alderman Linari, seconded by Alderman Hospodarsky, moved to close the executive session, seal the minutes until they are no longer sensitive and adjourn the executive session meeting. All Aldermen present voted aye. The motion carried. The executive session adjourned at approximately 6:23 p.m.

The Committee of the Whole Meeting reconvened at approximately 6:37 p.m.

4. **REVIEW OF COUNCIL MINUTES** – The Council reviewed the March 17, 2009, Committee of the Whole Meeting Minutes and March 17, 2009, Regular Council Meeting Minutes. There were no corrections noted.

5. APPOINTMENTS

- a. Sonja Fedderman- Appointment to the Zoning Board of Appeals. Ms. Fedderman was present to answer questions. She is currently on the ARC. In answer to some of the Council's questions, she indicated that 1) she feels that the ARC can improve by increasing enforcement of the code, 2) she can devote as much time as needed for the ZBA and 3) she has read the Zoning Code. It was clarified that the Mayor will recommend the appointment

and term. Alderman Hospodarsky stated that for the record, he supports the appointment of Ms. Fedderman; however, feels that the new Council should make the appointment in May so he will abstain from voting.

- b. Dino Pagliai – Appointment to the Zoning Board of Appeals. – Was not present.

6. SPECIAL BUSINESS

- a. Fire- Swearing In Ceremony by Chief Tom Lovejoy and Commissioner, Alan Lasday
- b. Police-Appointment to Lieutenant of William Rafferty by Commissioner, Alan Lasday
- c. Public Forum Regarding Parking on Euclid Court and Adjoining Cul-de-Sac – City Manager Jackson indicated that this previously approved Ordinance had been stayed since the neighbors on Euclid Court had inadvertently not been notified. Since that time, the City has received the resident's comments and this item will be on the next City Council agenda to be repealed.

7. NEW BUSINESS

- a. Zoning Variation and Fencing Variation for 240 Prairie, Oak Terrace School District 112 (Proposed Parking Lot) Mr. Greg Kurr Presenting – The school district purchased property north of the school and the parking lot will be constructed mid June through most of the summer. Meetings have been held with both the City representatives and neighbors to inform them of this initiative. There will need to be a lot of management of the project since summer school will be held at Oak Terrace. It was noted that drainage will be collected in the existing storm sewer and the play area also has drainage. The material used will be asphalt (there had been no consideration for an alternate material). There will be a chain-linked fence for the parking lot, as it is today (this is the variance needed). A notice will be sent to all the neighbors when construction will begin.
- b. ARC Recommendation and Other Considerations of 610-638 Sheridan Road – Morningside Representatives were available to answer any questions. They have appeared before the ARC and their improvements have been unanimously recommended. They include new sliding glass doors, window, exterior paint scheme, landscaping, fencing, garbage corrals, temporary and permanent signage, and light poles. It was noted that the Fort Sheridan Homeowners Association has an issue with the sign; however, this would be an issue that needs to be addressed between the two groups, not the City. The timeframe is to start the improvements in mid summer through the fall. A question was raised as to whether or not the lighting was sufficient from a safety standpoint and it was noted that once all the new lighting is installed and working properly, the lighting should be sufficient.
- c. FY 2009-10 health insurance Renewal, Blue Cross Blue Shield-Viti Insurance - the Council was reminded that the Health Insurance had been renewed for 6 months so that the next renewal could coincide with the fiscal year. There is a 9.6% increase in cost for the insurance benefits.
- d. Verizon Telecommunication Installation on City Water Tower, Lease Agreement – This is not a renewal. The term is for 5 years and is a standard lease submitted by Verizon. Questions were raised regarding the workman's compensation amount in the agreement and a suggestion was made to run the lease by the City's insurance carrier for comment.
- e. Resolution Reallocating 2009 Volume Cap to the Village of Buffalo Grove, Lake County Partners Clearing House – Assistant City Manager Marrin indicated that this was done in 2008 and allows the City to join into a pool of Home Rule Communities. The Lake County Partners Clearing House does 99% of the work and last year the City received \$1,489. The deadline is May 1.
- f. Discussion of Traffic Control Device Recommendation for Renzi Lane - There is a concern regarding traffic and a blind corner. The traffic Committee consulted with the Police Chief and they are recommending two stop signs. The residents and the Homeowners Association will be notified prior to any action taken.

- g. Traffic Issues/Excessive Speed on Lyster – Increased patrolling has not shown a consistent speeding situation; however, this will continue to be monitored.
 - h. City Council Tenets of Conduct and City Council Rules of Procedure were provided to the Council for review and comment. No further action will be taken until the new Council is in office. Copies of the previous rules will be provided for comparison.
 - i. Amendment to Parking Ordinance 2008-0-17, An Ordinance Amending The Traffic and Motor Vehicle Code of 1975 To Amend Parking Restrictions On Green Bay Road – The language in the Ordinance does not accomplish what the Council intended; therefore, with the Council's consent, the City Manager will meet with the City Attorney to recommend an amendment.
 - j. Special Committee Findings Relating to Property Located at 720 Sheridan Road and ARC Recommendation of Signage Variation for 720 Sheridan Road, Animal Medical Center at Fort Sheridan - The committee met and is recommending that relief be given on the landscaping as well as allowing Dr. Kordell to install his permanent sign (after review and approval from the Department of Security). It was noted that the sign was approved by the ARC in 2005. This will be on the next City Council meeting agenda. Alderman Pieri noted that there had been a concern brought up in the past that the proposed site for the sign was near a water main and asked that City Manager Jackson check into that prior to final approval of the placement of the sign.
 - k. Grant of Easement for 50 Pleasant Avenue, Highland Park Nursing and Rehabilitation Center – The site plan is in the Council's packets. A water main easement is needed.
 - l. ARC Recommendation for Signage/Graphics for 532 Sheridan Road, The Mean Weiner – Was approved by the ARC. No variance needed. Only concern expressed was that the sign was in place prior to approval.
 - m. ARC Recommendation of Window Signage for 126 Washington Avenue, Family Dentistry of Highwood – ARC approved signage provided that certain verbiage be removed. If the business owner would like to appeal the decision and keep the additional verbiage, he would need to come back to the ARC. Once again, concern was expressed that the sign was in place prior to approval. It was noted that the Business Response Team will address this issue in the future, since new business owners will be made aware of the rules.
8. **PREVIOUSLY DISCUSSED ITEMS ON THIS EVENINGS COUNCIL AGENDA FOR REGULAR MEETING.** The following items were listed on the agenda for additional comment prior to the Regular City Council Meeting. There were no comments.
- a. An Ordinance Reaffirming and Modifying The Employment Terms Of The City Manager.
 - b. Resolution Reallocating 2009 Volume Cap To The Village of Buffalo Grove, Lake County Clearinghouse-Lake County Partners.
 - c. Discussion of FY 2009-10 Health Insurance Renewal, Blue Cross Blue Shield-Viti Insurance.
 - d. Signage Variation at 502 Sheridan Road, Sanctuary Yoga Studio.
 - e. Ordinance-Illinois Elevator Safety Program Agreement.
 - f. Ordinance Enacting Elevator Regulations as per the Illinois Elevator Safety Agreement.
 - g. Consideration to Provide Direction Regarding 720 Sheridan.
9. **ADJOURN** – Alderman Bruni, seconded by Alderman Fiore, moved to adjourn the meeting. All Aldermen present voted aye. The motion carried. The meeting adjourned at 7:17 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
(847) 432-0735 fax



**City Council Meeting
MINUTES
April 14, 2009 Regular City Council Meeting
7:30 p.m.**

1. CALL TO ORDER

Mayor Donofrio called the City Council Meeting to order at 7:30 p.m.

2. ROLL CALL

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

Absent: Cahnmann

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

3. PLEDGE TO THE FLAG

All in attendance recited the Pledge of Allegiance.

4. APPROVAL OF MINUTES

Alderman Linari moved for an approval of the minutes from the March 17, 2009 City Council Meeting and the March 17, 2009 Committee of the Whole Meeting. Alderman Pieri seconded the motion. Upon a call of the roll the following voted:

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

The motion carried.

5. SPECIAL BUSINESS

- a. Police-Appointment to Lieutenant of William Rafferty. Police Chief Rossi provided a brief history on Bill's experience. Fire & Police Commission Chairman Lasday administered the oath.
- b. Fire- Swearing In Ceremony-Fire Chief Lovejoy provided an introduction and Fire & Police Commission Chairman Lasday administered the oath to Paul Miller, Josh Evans and Ryan Houser. Fire Chief Lovejoy then presented a pin to each firefighter/paramedic.

- c. Parking on Euclid Court and Adjoining Cul-de-Sac – due to an oversight, notices were not sent to residents on Euclid Court. Further communication has since taken place with the residents and the Ordinance will be repealed at the next City Council meeting.
6. APPOINTMENTS – There are no appointments this evening. It was noted that there has been two additional resignations from the ZBA. There are now three openings on the ZBA.
 7. PUBLIC INPUT
 - Marcia Burke indicated that she hopes the traffic review on Lyster will include the time period around 6 a.m. She also noted that she has some procedural questions but will postpone her comments until next week’s meeting. She also noted a concern regarding the insurance renewal and possible impact of the IMI Cobra requirements. {City Manager Jackson will look into it}.
 - Paula Bernstein expressed a concern regarding the size of the sign being proposed for Fort Sheridan Place Apartments (North Shore Estates), noting that the sign is four times the size of any other sign allowed in other parts of the City.
 - Lisa Cervac asked whether or not the details on the change in the City Manager’s contract would be discussed. {Answer is yes}.
 - Eric Falberg expressed concern over the Buffalo Grove Bond and felt that the City should not be so quick to give away money and needs to study this further. {A clarification was provided in that these are not the City’s bonds and simply that each State is allowed to allocate a dollar amount per capita. If the City does not use it, it goes back to the State of Illinois. A user needs to be designated by May 1st. In order to make it worthwhile, typically smaller communities need to pool the money together. It takes several months to put the paperwork together. The Council suggested postponing the decision another week and recommended that the Council and Mr. Falberg be provided with the information for their review}
 - Dan Andre questions the Health Insurance renewal and, given the economic environment, has a cost comparison been done? {City Manager Jackson explained that the goal was to have the renewal coincide with the fiscal year and, yes, the goal is to continually evaluate the cost.}
 8. CITY MANAGER’S REPORT- City Manager Jackson’s report included updates on Celebrate Highwood, 2009 Pavement Condition Survey (including crack sealing the streets in Fort Sheridan), Westover Development, Elected Officials Orientation scheduled for May 2, performance appraisals, Western Avenue Lift Station, Cinco de Mayo, and Livable Communities Focus Group.
 9. CONSENT AGENDA
 - a. Alderman Linari, seconded by Alderman Bruni, moved to approve the consent agenda that included the following items:
 1. Approve FY 2009-2010 Health Insurance Renewal Blue Cross/Blue Shield-VITI.
 2. **2009-O-13** – An Ordinance Granting Variation from the City of Highwood Appearance Review Code (502 Sheridan Road)
 3. Motion to Approve the Illinois Elevator Safety Program Agreement.
 4. **2009-O-14** – An Ordinance Enacting Elevator Regulations

Upon a call of the roll the following voted:

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

Absent: Cahnmann

The motion carried.

- b. **2009-O-15** - Alderman Bruni, Seconded by Alderman Pieri, moved to Approve an Ordinance Reaffirming and Modifying The Employment Terms of The City Manager. The change from the draft Ordinance related to the severance package (up to 6 months salary and insurance benefits). The previous agreement was 3 months severance for the first 18 months and no insurance. Alderman Murphy questioned the need to increase the severance package. The other Aldermen present, Mayor Donofrio and incoming Mayor Pecaro all made comments in support of Mr. Jackson and stated that the goal of the changes to the City Manager Ordinance was primarily to reduce turnover and provide continuity.

Upon a call of the roll the following voted:

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

The motion carried.

- c. Alderman Linari, seconded by Alderman Bruni, moved to table the Motion to Approve a Resolution Reallocating 2009 Volume Cap to the Village of Buffalo Grove, Lake County Partners Clearing House until then April 21, 2009 City Council Meeting.

Upon a call of the roll the following voted:

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

The motion carried.

- d. Motion to Approve Disposition Regarding Property located at 720 Sheridan Road, Animal Medical Center at Fort Sheridan – this motion will not be considered at this time and will be discussed further at the April 21, 2009 Committee of the Whole Meeting.
10. COMMUNICATIONS City Manager Jackson noted the letter from the Euclid Court residents that was previously discussed.

11. ALDERMAN/COMMITTEE REPORTS

- a. Celebrate Highwood (Alderman Hospodarsky) – The goal is to promote visibility and good progress is being made. More businesses are encouraged to get involved. The formal program is tentatively scheduled to launch April 22nd. It was suggested that this item be put on the agenda for the April 2009 meeting for a more formal presentation.
- b. Ethics Committee (Alderman Fiore) – Drafts of the City Council Tenets of Conduct and City Council Rules of Procedure were provided to the Council for review and comment. Packages will also be prepared for the incoming Aldermen.

- c. Traffic Committee (Alderman Bruni) – Three issues were discussed 1) Renzi (stop sign), Lyster (radar and patrolling) and DeRoo Loop (to be discussed at the next Committee of the Whole Meeting).
 - d. Special Study Committee (Alderman Linari) – This item relates to the Animal Medical Center at Fort Sheridan and a recommendation will be brought to the Council Meeting next week.
 - e. Library – (Alderman Pieri) – starting on May 1, the Library will be open from 12-7 Monday through Thursday, 12-5 Friday and Saturday and 1-5 on Sunday.
12. ADJOURN - Alderman Bruni, seconded by Alderman Hospodarsky, motioned to adjourn the meeting. All Aldermen present voted aye. The meeting adjourned at approximately 8:30 p.m.

Respectfully Submitted,

Susan Druktenis - City Clerk