

**MINUTES OF THE HIGHWOOD CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING
COUNCIL CHAMBERS, HIGHWOOD CITY HALL
JUNE 8, 2010**

1. CALL TO ORDER

Mayor Pecaro called the Committee of the Whole of the Highwood City Council to order at 6:30 p.m.

2. Roll Call

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

Absent: Mayor Pecaro; Aldermen Bruni, Cahnmann, Falberg, Fiore, Harpster, Linari, Murphy-Pieri, and Sepulveda

Also present: M. Burke, City Clerk; T. Lenzini, City Treasurer; R. Pieri, Deputy Fire Chief; L. Rossi, Police Chief; A. Marrin, Assistant City Manager; J. Ponsi, Director – Public Works; S. Hannon, Director – Finance; J. Harding, Director of Community Development & Water Distribution

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

3. Executive Session none (for next week: February 16, 2010 Executive Session minutes)

4. Any action necessary coming out of Executive Session -n/a

5. Review of Minutes

5.1. Committee of the Whole minutes: June 1, 2010 and June 8, 2010

5.2. Regular meeting of the City Council: June 1, 2010

5.3. Special Meeting of the City Council:

5.4. Executive Session

5.4.1. Committee of the Whole: February 16, 2010 and June 1, 2010

5.4.2. regular meeting of the City Council: June 1, 2010

5.4.3. special meeting of the Highwood City Council: n/a

6. Appointments

none; looking for Library trustees

7. Review of payments to be approved (preceding second council meeting of the month only)

Treasurer Lenzini said that there should be bills to present at the next meeting. She said that they needed to have a Finance Committee meeting before then because of the volume of material to go through.. Mayor Pecaro told Ms. Marrin that bills had to be gotten to the Finance Committee as quickly as possible on a regular basis.

In a related matter, Alderman Murphy-Pieri asked if Highwood was almost through it's commitment to Robert Half so that we could offer Ms. Hannon a job with the City.

8. Special Business

none

9. Confirmation of Action Items for the next Regular Meeting of the Highwood City Council

9.1 .Window signage for Nueva Hair Salon, 548 Sheridan Road

Summary: ARC has recommended approval

Discussion: Was brought to Council a number of weeks ago



Disposition: Action Item

9.2 Ordinance amending the city vehicle sticker fee structure

Summary: Council wants to impose significant late fees for purchasing city sticker after 7-1. The following fees would be effective immediately:

- twice the regular fee if not eligible for the senior exemption and
- the regular non-exempt fee if had been eligible for the senior exemption.

Discussion: Alderman Sepulveda said that the City needs to really work to get everyone in town to purchase appropriate stickers. There seemed to be too many people simply ignoring this requirement.

Alderman Cahnmann suggested getting signs out as soon as possible to alert residents of the need to get their stickers on time.

Aldermen Murphy-Pieri and Sepulveda will look into:

- purchasing the list of all vehicles licensed in a municipality and finding out the effective date of the data
- developing a procedure that would allow to keep up with this ever year.

Mayor Pecaro asked Ms. Marrin to draft a letter to Police Chief Rossi instructing him to have the Police Department strictly enforce this ordinance.

This will be formally announced at the next regular Council meeting and will be discussed in the newsletter.

Formatting improvements on fees section of Highwood's On-Line Code were requested for clarification

Disposition: Action Item -- Ordinance. COW unfinished business: communications, implementation

10. UNFINISHED BUSINESS

10.1. Recommendation on water and sewer fees

Summary: New rates were developed based on a study done by the Illinois' Department of Commerce and Economic Opportunity.

Discussion: There were questions raised on how the rates were developed. Mr. Strossberg from Morningside, who had previously complained about Fort Sheridan Place being treated as a commercial heavy user of water, challenged the residential rates were applied to that large rental property.

Disposition: Next regular Council meeting as unfinished business

10.2. Consideration of employee premium sharing for group health plan

Summary: The Council had previously decided to offer the current BC/BS \$500 deductible plan to employees. At issue now was how much of the premium should be paid by Highwood and how much by the covered employees.

Discussion: moving towards consensus on offering opt-out program. According to Viti Insurance, up to 7 full-time employees could opt-out of the group health plan without affecting the quoted rates. Would need to address proposed opt-out program effect on Chief Rossi and on the employee who had opted out of the 100% Highwood paid health insurance.

The Council recognizes it must deal with the issue of the part-time employee who was participating in the plan. This employee would either have to move to a regular schedule of at least 30 hours per week or be dropped from the group insurance program.

A written announcement/explanation of the changes is to be available for the Council to review at the June 15 meeting.

Any opt-out program would need to be either developed or reviewed by Viti Ins.

Disposition: Review of communications materials – COW unfinished business; motion making administrative changes – regular meeting unfinished business

10.3. Discussion of Amendment to SWALCO intergovernmental agreement

Summary: To formally allow for broader group of city officials to participate in SWALCO meetings

Discussion: SWALCO needs all members to adopt ordinances making a routine change to their by-laws so that they can continue to conduct business in an efficient manner. Discussion of this request led to a discussion of what being as SWALCO member means.

Disposition: Action item: Ordinance adopting requested amendment; Unfinished business – review of what Highwood gets as a SWALCO member. Explanation of impact of membership on Highwood and on individual residents and businesses.

10.4. Discussion of revenue sources and review of utility ordinances

Summary: need to determine if Highwood is taking appropriate advantage of local tax opportunities

Discussion: Need to have Ms. Hannon provide some education of electricity local taxes.

Disposition: COW unfinished business for further discussion

10.5. Discussion of outstanding professional services bills

Summary: explanation of payment status on auditor, attorney, and NSSRA

Discussion: *Auditor-* there have been a number of corrections that need to be made that various officials have brought forth. These need to be addressed before this bill can be evaluated. Clerk Burke is to contact other clerks and ask what auditor their communities use. Treasurer Lenzini will continue to explore Highwood's options on this on a priority basis. *Attorney:* clarification of certain billing items, including on 822 Lyster, is needed *NSSRA:* there is still some confusion about whether we are current or behind on our payments.

Mayor Pecaro requested that anyone who has any questions please get them to Treasurer Lenzini, Ms. Marrin, and him as soon as possible.

Disposition: COW unfinished business for update on questions received.

10.6. Discussion of reconsideration of City Manager ordinance

Summary: Role of chief administrative officer

Discussion: Before can repeal this ordinance council needs to be informed about the potential impact on ordinances that refer to this position and on codification costs and efficiencies.

Disposition: AM/MB to develop game plan for COW review on July 6.

10.7. Discussion of Comcast Alternative

Summary: Trying to find a cost effective way to continue to make Council meetings available to people who are unable to attend in person.

Discussion: More information is needed on how effectively streaming video done by Dan Whitford would address community needs.

Disposition: July 6 COW unfinished business for further discussion. Treasurer Lenzini to report back on what township is doing.

10.8. Discussion of Budget/Appropriations Ordinance

Summary: Needs to be completed. Some question about last version submitted to the Council for study.

Discussion: The April 16 spreadsheets will be emailed to all City officials.

Disposition: June 15 COW – primary agenda item

11. NEW BUSINESS

11.1. Discussion of creation of rank of Battalion Chief

Summary: Was this position ever created properly. What steps does council need to take.

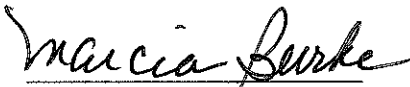
11.2. Business signage – discussion requested by Alderman Sepulveda.

Disposition: COW new business June 15

12. ADJOURNMENT

There being no further business, a motion to adjourn was made by Alderman Fiore, seconded by Alderman Brunì, and passed unanimously by voice vote. The meeting was adjourned at 8:40 p.m.

RESPECTFULLY SUBMITTED,



MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED BY THE HIGHWOOD CITY COUNCIL ON: JUNE 15, 2010

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