



**MINUTES OF THE HIGHWOOD CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING
COUNCIL CHAMBERS, HIGHWOOD CITY HALL
JUNE 22, 2010**

1. CALL TO ORDER

Mayor Pecaro called the Committee of the Whole of the Highwood City Council to order at 6:04 p.m.

2. Roll Call

Present: Mayor Pecaro; Aldermen Bruni, Cahnmann (arrived after vote to go into Executive Session), Falberg, Linari, Murphy-Pieri, and Sepulveda

Absent: Aldermen Fiore and Harpster

Attending: M. Burke, City Clerk; T. Lenzini, City Treasurer; S. Hannon, Director – Finance; J. Harding, Director of Community Development & Water Distribution

Not Attending: R. Pieri, Deputy Fire Chief; L. Rossi, Police Chief; A. Marrin, Assistant City Manager; J. Ponsi, Director – Public Works;

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

3. Executive Session

Mayor Pecaro requested a motion to go into Executive Session under exceptions: (2)(c)(1) Personnel; (2)(c)(2) Collective Bargaining; (2)(c)(11) Litigation; 2(c)(6) Sale or lease of real property. Alderman Linari so moved; Alderman Falberg seconded. Vote:

Yes: Aldermen Bruni; Cahnmann; Falberg; Linari; Murphy-Pieri; and Sepulveda

No:

Absent: Aldermen Fiore and Harpster

The motion to go into Executive Session for the reasons listed by the Mayor passed 5 Yes; 0 No; 3 Absent; and 0 Abstain at 6:06 p.m.

At 7:18 Alderman Falberg made a motion to reconvene the Committee of the Whole meeting; Alderman Murphy-Pieri seconded. Passed unanimously by voice vote.

4. Any action necessary coming out of Executive Session

none

5. Special Business

none

6. Review of Minutes

6.1. Committee of the Whole: June 15, 2010

There were no questions or comments. The council will accept these minutes as submitted

6.2. Regular City Council: June 15, 2010

The vote to accept the Treasurer's Report was omitted and needs to be inserted.

6.3. Executive session: June 1, 2010 and June 15, 2010

Available in the office.

6.4. Special meetings: --

7. Appointments

none; the Clerk gave the Mayor a summary of all open seats and appointments that needed to have terms specified.

8. Review of payments to be approved

n/a

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

n/a

10. UNFINISHED BUSINESS

10.1 Review and recommendation on Comcast alternative

Summary: Consideration of referring to Council for approval

Dan Whitford confirmed that the equipment would cost about \$4,000 plus shipping charges; the ex-City Manager's laptop and a free web-site will be used for live streaming. Alderman Falberg noted that there were web-sites that handled both live streaming and archiving for a fee. Mr. Whitford will research for the fee sites and report back to the Council on what is available.

Alderman Cahnmann said that someone from Highland Park told him that they would like to make another presentation on their capabilities to the council. The Mayor said that Highwood would proceed with Mr. Whitford and look separately at what Highland Park was proposing but use our own equipment for it.

Disposition: to July 6 council meeting for a vote.

10.2 Discussion of outstanding professional services bills

Mayor Pecaro asked if everyone had submitted any questions they have about the audit to Ms. Hannon. As no one said that he or she hadn't, Mayor Pecaro asked Ms. Hannon to consolidate the list of reasons and propose a fixed dollar settlement for the Council's consideration.

Ms. Hannon said that the City has about \$4,000 in outstanding bills from the auditors. She said she told Lauterbach & Amen in a phone conversation that the bills were not being paid because of the errors in the audit that they had been informed about earlier. Lauterbach and Amen will be offered the opportunity to fix the errors and complete the audit.

Alderman Murphy-Pieri requested a special meeting to review the Raysa & Zimmerman bills. She noted that on their March 31 bill, which has not been approved yet, the Council was billed for research concerning the form of government and for their review of agendas but that she had no recollection of them being asked to do that work. She also questioned why, given all the FOIA requests they reviewed, they singled out Mr. Diambri's to identify by name.

Mayor Pecaro asked Ms. Hannon to pdf all of Raysa & Zimmerman's outstanding bills, except for the \$27,000 bill, and send them out for review by the Council.

Alderman Murphy-Pieri went on to note that the current interim attorney rewrote the telecommunications ordinance instead of reviewing the one Highwood sent to him for his review.

Mayor Pecaro directed the Clerk to put a discussion (that is to result in directions to the staff) about how to handle FOIA's on agenda for COW on July 13

10.3 Discussion of the delinquency report.

This report had been requested by Alderman Sepulveda some time ago. Mr. Jackson had indicated that it was a routine report that would not be a problem to produce.

Ms. Hannon explained that Locis is not providing information the way the City needs it and that we needed to update the Locis software. She said that there would be no charge for the update, just for the related training. Locis will make a presentation to the Council on July 6.

Mayor Pecaro said that since May 1 marked the start of a new fiscal year, Ms. Hannon should look into starting fresh at that point at least for revenues and expenses. Ms. Hannon said that one year feeds into the next so she needed to finish balancing fy 09-10 before providing fy 10-11 reports. She said she had 30 accounts to reconcile. She later said she had 21 of them done.

Alderman Sepulveda asked why the Finance Committee is no longer holding meetings. Alderman Murphy-Pieri replied that since the Chair had returned, that was who should be calling any meetings.

10.4 Budget/Appropriations Ordinance

Ms. Hannon had some questions about how to handle the calculation of the employee premium withholding which were answered. Clerk Burke was asked to send the insurance material she had prepared to the Council.

It was noted that the appropriations ordinance has to be done by July 31 and that a public hearing is required. Ms. Hannon was asked to get the latest budget documents out to elected officials for review.

Unfinished business not scheduled for discussion

10.x1 Discussion of revenue sources and review of utility ordinances

Summary: further discussion of increasing tax on electricity usage

Will be scheduled when necessary staff work explaining the effect of an increase has been completed

10.x2 Reconsideration of City Manager ordinance/discussion of responsibilities of elected officers .

Originally scheduled for discussion at July 6 COW. Will be held until new attorney is on board. Clerk Burke to submit report on other Ordinances that would be affected.

11. New Business .

11.1 Consideration of Proclamations

Ron Pieri and Jeff Ponsi – 30 years service with Fire Department

Luis Vasquez – retired from HPHS this year with 28 years of service; honor his service to the

community
Gabe Viti, Jr. – recognize for climbing Mt. Everest

Recognition of Messrs Pieri, Ponsi, and Vazquez will be scheduled as soon as have ability to do streaming videos .

Alderman Falberg said that he had talked to Mr. Viti and that they would like to tie his proclamation into the Bloody Mary Fest as his restaurant will be participating.

11.2 Discussion of Flagpole, Patio and Patio Lighting installations at the Highwood Bocce Court

Joe Ori, President of the Bocce Club, told the Council that the Club had to take down their flagpole to redo the roof. He described what the Club would like to do instead of remounting the flagpole on the roof. This includes building a large patio. Mayor Pecaro explained to Mr. Ori that even though the property was City-owned, anything built on it wasn't and that this request needed to go through the normal channels/procedure. Mayor Pecaro instructed Jeff Harding to assist Mr. Ori and guide him through the process

Mayor Pecaro asked Mr. Ori if the Club was in any rush on this. Mr. Ori said no.

11.3 Discussion of Moishe and Isaac Signage. (Alderman Falberg)

ARC did not recommend approval of the awning Moishe and Isaac's requested. Suzanne Cahnmann, ARC member, told the Council that the awning did not conform to the Appearance Code and that no one from Moishe and Isaac's was present to discuss it. She was told that the time of the meeting is their busy time and that they had arranged for the person who designed the awning to represent them. This person failed to attend the meeting.

Alderman Bruni asked several questions about the process to be followed and what variances were being requested. The one that presented the biggest problem was having the phone number on the awning as that was 1) in violation of the Code and 2) would set a precedent if allowed. The Highwood Appearance Code allows phone numbers to appear on windows or doors only. Other issues were color and number of words.

Alderman Bruni suggested to Ms. Cahnmann and Mr. Harding that the ARC and either Moishe or Isaac should sit down together and work it out. He asked Mr. Harding if the business were familiar with the ARC requirements. Mayor Pecaro told Mr. Harding to make sure they were.

11.4 Discussion of Mean Weiner Temporary Signage replacing Maria's Bakery Signage on Pole.

The owner of this business has informed the city that he will resubmit entire his entire signage plan.

Ms. Cahnmann reminded the Council that the pole in question was in violation of the Code and had been grandfathered for Maria's Bakery only. She said that the pole needs to be taken down by the landlord.

Mayor Pecaro noted that the business owner has said that he believes that the pole sign had helped his business. He asked if the City should consider allowing the sign on a temporary basis to help the business get through the recession. Mr. Harding was asked to take this to the ARC and see what they say.

11.5 Discussion of creation of rank of Battalion Chief

Alderman Murphy-Pieri told the Council that after the previous meeting when this was discussed, two firefighters in the audience sought her out and asked her about the Battalion Chiefs being paid at a higher level than firefighters with similar service. There followed some discussion about the effect of the Battalion Chief appointments made by Chief Lovejoy on others in the department.,

It was pointed out that Highwood never had battalion chiefs in the municipal code. Alderman Murphy-Pieri also noted that, in addition to the Battalion Chiefs, at a minimum, the Deputy Fire Chief and the Assistant City Manager were also "created by email".

Alderman Bruni asked what the ramifications were, if any, of not having Battalion Chiefs. It was pointed out that that is how the Fire Department had always operated in the past. The Council will continue to explore this issue, but it will not be scheduled for resolution until Highwood has appointed a City Attorney.

12. Goals and Priorities

Mayor Pecaro explained that this was a new item he was adding to the agenda. He said that his intent was to foster an on-going discussion of council priorities. He pointed out that, at a minimum, this would be useful in keeping staff work prioritized so that the right work was getting done.

He asked everyone to think about this and to come to the next meeting prepared to discuss it.

13. Adjournment

As there was no further business, Alderman Bruni made a motion to adjourn the COW; Alderman Cahnmann seconded. Passed unanimously by voice vote. The meeting was adjourned at 8:41 p.m.

RESPECTFULLY SUBMITTED,



MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED BY THE HIGHWOOD CITY COUNCIL ON: _____ JULY 6, _____, 2010

