

May 27, 2008

PRESIDENT RICHARD CHAPMAN CALLED TO ORDER THE REGULAR MEETING OF THE SHOREWOOD VILLAGE BOARD.

ROLL CALL

After the Invocation was given by Pastor Josh Koehler of the Grace Bible Church and the Pledge of Allegiance to the Flag the following answered to Roll Call: Trustees: Dan Anderson, Gary Fitzgerald, Dan Gron, James McDonald, Celine “Cene” Schwartz, Lea Stahr and President Rick Chapman. Also present: Attorney Sheri Freeman and Administrator Kurt Carroll. The number present constitutes a quorum.

CONSENT AGENDA

- Minutes of the special meeting of April 29, 2008
- Minutes of the regular meeting of May 13, 2008
- Approval of accounts payable invoices in the amount of \$273,409.30
- Approval of Payment in the amount of \$3,008.00 to Garden Gate Greenhouse for concrete tables and benches at Village Hall
- Approval of Payment in the amount of \$16,995.00 to Robert H. Ward for 2008 Curb Repairs
- Approval of a Payment in the amount of \$19,868.00 to Ron Tirapelli Ford for 2008 Ford Taurus for the Police Department
- Approval of a Resolution Accepting a Grant of Perpetual Right and Easement to the Village of Shorewood Will County, Illinois (Perpetual) (Shorewood Industrial Condos)
- Approval of and Intergovernmental Agreement between the Village of Shorewood and Troy School District 30-C to Supplement the Highway Authority Agreement

Trustee Anderson made a motion to approve the Consent Agenda. Seconded by Trustee Gron. Roll Call: Yeas: Fitzgerald, Gron, McDonald, Schwartz, Stahr, Anderson. Nays: None. Motion Carried.

REPORTS & COMMUNICATIONS

Mayor Chapman made a presentation of Resolution #08R-692 Honoring Commander Jeff Hanley of the Shorewood Police Department for his service in the Village and for being awarded the 2008 Law Enforcement Award by the Illinois State Bar Association. Honorable Judge Jeff Allen was present and is also a resident of Shorewood. He has been an attorney and Judge for 31 years and has had the opportunity to work closely with Jeff Hanley in domestic violence cases and nominated him for this award. He commended Jeff Hanley on his work and dedication. Fire Chief Robert Schwartz also congratulated Jeff Hanley on behalf of the Police and Fire Commission and stated we are proud to have you in our community.

FOUR SEASONS PARK

“MAKING YOUR MARK FOUNDATION” SOFT BALL TOURNAMENT

Trustee Schwartz presented a request for approval to utilize Four Seasons Park after dusk and to allow alcohol usage for the “Making Your Mark Foundation” softball tournament. She introduced Dee Jaworski, Chairperson of the “Making Your Mark Foundation” making the request for the usage of the Four Seasons Park on July 19th for a Charitable Softball Tournament at Shorewood’s Four Seasons Park. The goals of the foundation are to create the Mark Staehely Firefighters Science Study Scholarship Fund. The tournament would probably run from 8:00 am to 8:00 pm, if approved, and the Park would remain open until 10:00 pm. Sale of alcohol was requested during the tournament (beer and Mike’s Hard Lemonade). After discussion, Trustee Schwartz made a motion to allow the sale of alcohol on July 19, 2008 for the third annual softball tournament for the “Making Your Mark Foundation and utilize Four Seasons Park after dusk.” Seconded by Trustee Fitzgerald. Roll Call: Yeas: Gron, McDonald, Stahr, Schwartz, Anderson, Fitzgerald. Nays: None. Motion carried.

ADOPTING A PURCHASING MANUAL
ORDINANCE #08-1476

Trustee Gron presented an ordinance adopting a purchasing manual for the Village of Shorewood. The manual formalizes such things as procedure for formal bidding, allows blanket purchase orders and also formalizes existing requirements for the purchase order process, clarifies receiving and accepting of goods and also establishes purchasing authority. Mr. Silverman suggested some changes to the manual regarding matters such as operating bids and prohibiting bids so they will not be misconstrued. Therefore, he will make those revisions to the manual.

After discussion, Trustee Gron made a motion to pass an ordinance adopting a Purchasing Manual for the Village of Shorewood, Will County, Illinois with attorney revisions as recommended. Seconded by Trustee Anderson. Roll Call: Yeas: Anderson, McDonald, Stahr, Schwartz, Fitzgerald, Gron. Nays: None. Motion carried.

ADOPTING A CREDIT CARD POLICY
RESOLUTION #08R-695

Trustee Gron presented this resolution adopting a credit card policy. This policy establishes guidelines and directions for purchasing goods and/or services with a Village issued credit card. Responsibilities of card holders are outlined. When this resolution is considered for action a list of eligible users and limitations will be presented for the Board’s approval. It entails Code of Ethics which is not to be used for personal purchases and original receipts need to be provided.

After discussion, Trustee Gron made a motion to adopt a credit card policy for the Village of Shorewood, Will County, Illinois. Seconded by Trustee Anderson. Roll Call: Yeas: Stahr, Schwartz, Anderson, Fitzgerald, Gron, McDonald. Nays: None. Motion carried.

APPROPRIATION ORDINANCE

Trustee Gron presented the Annual Appropriations Ordinance for the Village of Shorewood, Will County for the fiscal year beginning April 1, 2008 and ending March 31, 2009 as a first read. He also reviewed the time line of publishing and approving the ordinance.

WEB QA CITIZENS REQUEST MANAGEMENT

Matt Scarbrough stated in response to the Citizen Survey we needed to increase the level of customer service that the Village provides to the residents and business owners. He gave a synopsis of the Web QA Citizens Request Management which unites a core system of four distinct modules to support all incoming citizen requests for service and information, all outgoing communications for notification and feedback, and any off-hour or high volume live support. These modules will be accessible to citizens through our website, specific to meet each department's needs, and centralized to provide a complete view of all government support activities. Mr. Scarbrough introduced Brian Hulbeck from Web QA and he gave a more detailed presentation and answered questions from the Board. The one-time implementation cost of the core system of four modules is \$1,000. The monthly subscription is \$325 for hosting, upgrades and maintenance of the system for an annual subscription cost of \$3,900.

After discussion, Trustee Fitzgerald made a motion to approve the Web QA Citizens Request Management Agreement. Seconded by Trustee Gron. Roll Call: Yeas: Schwartz, Anderson, Fitzgerald, Gron, McDonald, Stahr. Nays: None. Motion carried.

VILLAGE HALL DÉCOR

Toni Dulny reviewed the requests for the painting of some walls, framing of art work and silk plants for the Village Hall décor. There was a committee formed which includes herself and Nancy Roman and they also received professional input from designer Andi Cassem. Mr. Carroll elaborated on the request and stated that they were given a small budget and used the budget well.

After discussion, Trustee Gron made a motion to approve the purchases for the Village Hall Décor. Seconded by Trustee Fitzgerald. Roll Call: Yeas: Anderson, Fitzgerald, Gron, McDonald, Stahr, Schwartz. Nays: None. Motion carried.

SALE OR DELIVERY OF ALCOHOLIC BEVERAGES AT VILLAGE HALL ORDINANCE #08-1477

Mayor Chapman added an additional agenda item which would be number seven. He stated this ordinance allows liquor at the Village Hall for the dedication ceremony. Mr. Silverman stated the State liquor requires this ordinance for alcohol be building specific. After further discussion the Board decided to also make the ordinance date specific and the ordinance will reflect that it is only for May 31, 2008.

After discussion, Trustee Fitzgerald made a motion to pass ordinance no. 08-1477 Authorizing the Sale or Delivery of Alcoholic Beverages at the Shorewood Village Hall and amend to reflect that it is only for May 31, 2008 and waive the second read. Seconded by Trustee Anderson. Roll Call: Yeas: Fitzgerald, Gron, McDonald, Stahr, Schwartz, Anderson. Nays: None. Motion carried.

COMMITTEE REPORTS

Trustee Anderson had no report.

Trustee Fitzgerald reported the next Planning & Zoning Commission meeting is June 4th. There will be a concept plan for Market Street Outlot 8 by Home Depot at the NW corner adjacent to Black Road and the project is a two-story multi-tenant office building. Farnsworth Group will be presenting a Green Initiative on Leadership in Energy and Environmental Design (LEED). Nancy Roman and Karen James have updated the Village Website for Economic Development which has the Comprehensive Plan and Zoning map and there is more to come.

Trustee Gron reported Nancy Roman, Dave Silverman and himself attended ISCS conference. He state there is interest in companies over seas that are looking to build and invest in America. Developers in the Midwest have heard of Shorewood's Towne Center which has drawn excitement.

Trustee Stahr reported Kurt Carroll gave a presentation on the budget to the committee. The next meeting is June 26th and he will be doing a presentation on conservation.

Trustee Schwartz reported the next meeting is June 16th at 7:00 p.m. and it is possible they may meet at the park.

Mayor Chapman attended a public hearing for the Rt. 59 improvements through Shorewood which we support and is part of State's Capital Plan. Mr. Carroll stated he was informed the funding will go through from Rep. Cross' office and the formal dates will be announced when the project will start. Also it is important to keep the I-55 interchange improvements on track. The Village dedication ceremony is Saturday at 6:30 p.m. A committee for dedication ceremony was formed and comprised of Sue Berg, David Myers, Nancy Roman and myself. The Mayor expressed his thanks to them for their time. He also thanked Kurt Carroll and Roger Barrowman for work completed on the Village Hall. Distinctive Homes will be giving tours of their model homes on Saturday.

Trustee McDonald inquired when the new recycling containers would be delivered to the residents. Mr. Carroll stated the containers will arrive at the houses in mid-June. A brochure will be going out soon with a map of recycle days which begins the weeks of July 1st and 8th.

ADJOURNMENT

Trustee Schwartz made a motion to adjourn the meeting at 8:40 p.m. Seconded by Trustee Gron. Roll Call: Yeas: Anderson, Fitzgerald, Gron, McDonald, Schwartz, Stahr. Nays: None. Motion carried.

Toni Dulny
Deputy Clerk