



Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Yasmeen Bankole
Liza Gutierrez
Syed Hussaini
James Kemper
Herb Porter
Bob Prigge

Village Manager
Juliana A. Maller

VILLAGE OF HANOVER PARK

VILLAGE BOARD SPECIAL WORKSHOP MEETING Municipal Building: 2121 Lake Street Hanover Park, IL 60133

Thursday March 17, 2022
5:34 p.m.

MINUTES

1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 5:34 p.m.

Roll Call:

PRESENT: Trustees: Porter, Bankole, Prigge, Hussaini, Kemper

ABSENT: Trustee(s): Trustee Gutierrez was recognized at 5:38 p.m.

Quorum established.

ALSO PRESENT: Village Attorney Paul, Village Manager Juliana Maller and Department Heads

2. ACCEPTANCE OF AGENDA

Roll Call:

AYES: Kemper, Bankole, Prigge, Hussaini, Porter

NAYS: None

ABSENT: None

ABSTENTION: None

Motion passes.

2. DISCUSSION ITEMS

a. Tobacco Ordinance

Village Manager Maller provided clarification on the previous process of tobacco licenses and the current process of tobacco licenses and her recommendations as to how to move forward with these procedures and inspections. She spoke to the proposed ordinance and indicated that the two existing businesses in Cook County along with the two existing businesses in DuPage County will be grandfathered in and not impacted by any new measures, but if they should close the business a

new cannot take its' place without an increase of a tobacco license and amendment to the municipal code. She noted that these licenses can be mirror the liquor license process, whereas Board approval will be necessary to increase the number of tobacco licenses, the municipal code would be updated, and if one of these establishments would close their doors then it would be reflected that there are only three approved tobacco licenses in our code. These tobacco businesses will be referred to as "Majors", i.e., currently we have four Majors, and this would establish the limitation of tobacco establishments in our Village.

Trustee Bankole enquired as to why we increased the license fee amount from \$100 to the proposed pricing. Village Manager Maller provided a summary of the fee structure, the application process, and tobacco hearing fee.

Discussion ensued regarding the vetting process, regulations, limiting the number of these types of businesses, limiting future sales tax revenue, smoking on premises, and meeting State criteria.

Village Manager Maller asked the Board to let her know if there are any changes and reminded the Board that they will be voting on the ordinance in tonight's Board meeting.

b. Push Tax Update

Finance Director Navarrete noted that we have not received any monies other than the \$18.61 as discussed previously. She noted that letters were sent to the gaming machine operators who provided push numbers and that she is still in the process of identifying the push numbers from the remaining gaming vendors. Village Attorney Paul added that the Village is trying to gather the push data numbers, that the burden to collect the push tax is on the terminal operators and if they are not willing to comply that the Village would have no other recourse other than to seek legal action.

Discussion ensued. Questions fielded and answered.

c. Water & Sewer Update on Discounted Rates

Village Manager Maller provided update on status, she noted that Village staff has met with all the Townships, that the definitions were identified and/or clarified, how residents must meet a required criterion, be identified as qualifying for the discounted rate of \$6.25. She noted that if they qualify for SNAP, the Benefit Access Program, LIHEAP, or a senior citizen over 65, they will receive the discounted rate. She noted that outreach to the community was done through water billing with enhanced language, article posted in the Highlighter, our website, and social media. She concluded that all the pieces are in place and when residents come in their bill will be adjusted accordingly.

Questions fielded and answered as to processes by staff, length of time the water billing communication will be in effect, fee structure, billing cycles, and water turn off fees.

Trustee Bankole thanked the Board their support on these changes and to staff who put in so much work into this cost saving effort for our residents.

Trustee Bankole enquired about staff processes, billing cycles, fee structure, length of current processes, eligibility of low-income veterans. She posed the question to President Craig and Trustee Kemper, if they were aware of any assistance programs for veterans. Trustee Kemper noted that the Veteran's Administration may offer some type of assistance, and noted that there is assistance for homeless veterans through the private sector. Trustee Gutierrez noted that they are also accounted for through the LIHEAP and senior programs.

Trustee Bankole expressed her concern as to how late fees are applied, and water shut-off/turn-on procedures, timelines, and Village hours of operation for residents unable to come in before 3:00 p.m. Finance Director Navarrete and Village Manager Maller noted that procedures have been implemented whereas residents are called about their account status, implemented payment plan options, and provided awareness of Township programs that may be of assistance to them.

It was noted that today, March 17, 2022, the shut-off count was 50 people. Village Manager Maller noted that she will provide more data to the Board on the daily shutoffs.

Discussion ensued relating to as to the identification of at-risk residents and finding a new approach in providing further assistance to the residents already identified as at-risk residents so that they do not fall shutoff status by providing residents something in writing, explaining to them how to contact the Village for assistance and other helpful measures if they are struggling to meet their water payments. Village Manager Maller answered in the affirmative.

Consensus to post instructions on our website for residents seeking financial assistance.

d. Review of Cannabis Zoning

Trustee Porter enquired as to the limited zoning ordinance and restrictions we have put on those types of businesses, that he is now requesting consideration from the Board for these businesses to be zoned in more visible areas. He noted that the reason the Village has not been approached to open these types of businesses is because we have not approved appropriate zoning areas, and went on to say that surrounding municipalities have approved more visible zoning areas and are able to receive taxed revenue from these types of businesses whereas our Village is not.

Discussion ensued regarding standalone buildings vs. in a strip mall, limit the number of businesses, non-viable options such as drive-thru, and “no” to Village Center consideration.

Consensus to reconsider zoning to include more commercial areas and revise the zoning described in ordinance O-20-12.

4. ADJOURNMENT

Motion by Trustee Kemper and seconded by Trustee Prigge to adjourn.

Voice vote: All Ayes.

Motion carried.

Meeting adjourned at 6:49 p.m.

Recorded and transcribed by Kristy Merrill, Village Clerk

Minutes approved by President and Board of Trustees on this _____ of _____, 2022.