

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, November 21, 2011

6:00 PM

Village Hall

Public Safety Committee

*Chairman Carole Griffin Ruzich
Trustees Kathleen M. Fenton and Edward G. Schussler
Village Clerk David P. Maher*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:31 PM.

Present: 3 - Chairman Griffin Ruzich; Trustee Fenton and Trustee Schussler

APPROVAL OF MINUTES**2011-0681 Approval of the October 17, 2011 Public Safety Minutes**

I move to approve the Minutes of the Regular Meeting of the Public Safety Committee of October 17, 2011.

A motion was made by Trustee Fenton, seconded by Trustee Schussler, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Fenton, and Trustee Schussler

Nay: 0

ITEMS FOR SEPARATE ACTION**2011-0743 Village Code Amendment Eligibility of Towing Companies to Tow Abandoned, Wrecked, Disabled or Impounded Motor Vehicles - Recommended Ordinance**

Police Chief McCarthy reported that staff has been working with the three tow companies that are currently authorized to tow vehicles at the request of police officers. Recently the Village has dealt with some issues that made it necessary to clarify and re-enforce the rules and procedures that the companies are required to work within. These amendments will bring needed clarity and uniformity into the operation of police tows within the Village.

Chief McCarthy reviewed the following requirements that will be placed in the Village Code:

1. Maintains a vehicle storage facility located within the corporate limits of Orland Park, which includes both an outside storage facility secured by a protective fence and structure for the dry storage of at least three (3) towed vehicles, should the Police Department request dry storage.
2. If required by Village Code, holds an applicable current Village business license and holds current Village licenses for its business vehicles registered in the Village.
3. Agrees to and provides prompt response to the Police Department request for

towing any time during the day or night. A prompt response means arrival on the scene which may be any location within the Village within twenty (20) minutes of request from the Police Department.

4. Agrees to and provides courteous treatment to citizens/vehicle owners and members of the Police Department.

5. Agrees to and does clean accident scenes of debris (i.e., glass, metal and plastics) as necessary.

6. Maintains the following minimum insurance coverages;

- General liability insurance in the amount of \$1,000,000 per occurrence;
- Automobile liability insurance in the amount of \$1,000,000 combined single and limit each occurrence;
- Worker's Compensation and Employers' liability insurance with limits of \$500,000, but not less than the minimum statutory amount;
- Garage Keeper's legal liability insurance of \$250,000 with first dollar coverage or on a direct primary basis in a minimum amount to cover the Village of Orland Park's interest.

7. Agrees to defend, indemnify, keep and hold harmless the Village of Orland Park, its officers, representatives, elected and appointed officials, agents and employees against any and all losses, including reasonable attorneys' fees and cost of defense. A certificate of insurance is required listing the Village of Orland Park as additional insured on a primary and non-contributory basis. Insurance must be maintained with an insurance carrier with an A.M. Best rate of A- or better.

8. Agrees to and makes towed vehicles available for release during business hours, eight o'clock (8:00) A.M. through five o'clock (5:00) P.M., Monday through Friday, and, if available, on Saturdays from nine o'clock (9:00) A.M. to one o'clock (1:00) P.M.

9. Agrees to and shall base towing charges upon the most recently published Memorandum from the Chief of Police detailing the authorized charges for towing and other related services, and shall not charge for the first twenty-four (24) hours of storage or for basic crash scene clean-up, as that is part of the towing charge. The Chief of Police may use the most recent Illinois State Police Schedule and other sources as a guide to set all acceptable charges for tows and related services.

A copy of the memorandum setting forth authorized charges shall be posted in the

office of all tow companies in a conspicuous place where vehicle owners will have access and be most likely to see the document.

10. Provides the Orland Park Police Department, on no less than a weekly basis, with a receipt for each tow listing all charges, the date and time of the tow, related police incident/report number and any other information to properly identify the tow.

Two receipts will list only services relevant to the Police requested tow. Any additional charges agreed to by any other responsible party shall be listed on a separate receipt. Each tow company will provide for a log book detailing all information regarding each police tow, keep the log book current and make it accessible to the Chief of Police, or designee upon request.

11. Performs all Police requested tows of vehicles within the Village of Orland Park at no cost to the Village, to include tow of Police vehicles, seized vehicles and those vehicles seized and held for evidentiary purposes.

12. Responds to Police Department requests for Police tows with the appropriate number of trucks needed to safely and efficiently clear the roadway in a timely manner.

13. Allows access to the vehicle owner as follows:

- Allow vehicle owner or third parties directed and authorized by the vehicle owner to have access to remove personal property from towed and stored vehicles during normal business hours for no additional fee, provided that the vehicle owner has insurance for the vehicle;
- Request for after hour or non-business day recovery of property shall be accommodated at the discretion of the tow company and may be subject to reasonable additional fees set forth by the company.
- Request to remove personal property from stored vehicles shall be subject to the rules of the towing company and any limitations provided by law. The tow company shall not allow the owner access to any vehicle that is the subject of a written hold order without written consent of the Chief of Police or designee.

14. Complies with applicable Village Codes, ordinances and other applicable laws; and

15. Shall be responsible for meeting the needs of oversized vehicles such as semi-tractor trailers and vehicles similar in size and weight, which require larger super-sized tow trucks. The maximum response time provided in paragraph 3 of this Section may be extended if necessary to provide for a super-sized tow truck. The tow company may sub-contract for heavy-duty towing service during its on-call

period if it does not have a tow vehicle capable of handling heavy-duty towing services.

I move to recommend to the Village Board to pass an Ordinance entitled: AN ORDINANCE AMENDING TITLE 9 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO THE ELIGIBILITY OF TOWING COMPANIES TO TOW ABANDONED, WRECKED, DISABLED OR IMPOUNDED MOTOR VEHICLES.

A motion was made by Trustee Fenton, seconded by Trustee Schussler, that this matter be RECOMMENDED FOR PASSAGE to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Fenton, and Trustee Schussler

Nay: 0

ADJOURNMENT - 6:43 PM

A motion was made by Trustee Fenton, seconded by Trustee Schussler, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Fenton, and Trustee Schussler

Nay: 0

/nm

APPROVED: December 19, 2011

Respectfully Submitted,

David P. Maher, Village Clerk