

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:30 P.M. ON TUESDAY, JULY 15, 2014 IN THE COTTONWOOD ROOM OF THE HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS.**

**A. CALL TO ORDER**

Mayor Urlacher called the meeting to order at 7:35 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Brennan, Clark, Lane, Maier, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator Bob Irvin; Scott Anderson, representative of the firm of James Anderson Co., Village Attorney James V. Ferolo of Klein Thorpe & Jenkins, Ltd.; Village Clerk Cathy Nelson, Treasurer Lisa Dieter, Deputy Treasurer Tony Donato and Financial Consultant, Dorothy O'Mary

**C. APPROVAL OF MINUTES:**

**Regular Meeting of the Mayor and Board of Trustees: JUNE 17, 2014**

It was moved by Trustee Armstrong seconded by Trustee Brennan that the minutes of the Regular Meeting of June 17, 2014 be approved as presented.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

Mayor Urlacher declared the motion carried and the minutes approved and placed on file.

**D. APPROVAL OF BILLS**

1. Bills Submitted for Payment

**And**

2. Other Bills Paid by the Village Treasurer in Anticipation of This Meeting.

It was moved by Trustee Maier, seconded by Trustee Towne to approve bills submitted for payment and other bills paid by the Village Treasurer in anticipation of this meeting for a total amount of \$226,651.24

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

**E. TREASURER'S REPORT**

Presentation of the Monthly Report for the Month of June, 2014

It was moved by Trustee Maier, seconded by Trustee Armstrong that the Board acknowledge receipt of the June, 2014 Treasurer's Report and place it on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Mayor Urlacher declared the motion carried.

**F. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC**

1. Citizens to be Heard Not Listed Elsewhere on This Agenda: No citizens wished to be heard.  
No Citizens wished to be heard.
2. Written communications of citizens to be read:  
No communications were read

**G. COMMISSION AND COMMITTEE REPORTS FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON.**

1. Finance Committee:
  - a. Update: Vendor License Fee Ordinance and Collections  
Trustee Maier updated the Board on Vendor License fees in the Village and after discussion it was agreed unanimously to not require such fees except in the case of the waste disposal contract. It was also agreed to drop Lakes Disposal's License to \$10 and Attorney Ferolo stated that he would draft an ordinance for consideration at the August Board meeting. It was also agreed that the next Village newsletter should remind residents that they need to use Lakes Disposal for dumpster service.
  - b. Update: Oasis Business Tax Reporting, IDOR Disbursements.  
Trustee Maier informed the Board that the Village is waiting for Illinois Department of Revenue Disbursement reports.
  - c. Update: Telecommunication Tax Charge Back  
Trustee Maier reported that the \$9,300.00 incorrectly charge to the Village will be charged back to the Village by the Department of Revenue monthly to correct.
  - d. Update: Village Fiscal Responsibility Act And Possible Tax Rebate

Treasurer Dieter informed the Board that work will begin on the Tax Rebate and applications will go out in August.

- e. Update: Software Conversion And Financial Reporting Formats  
Trustee Maier updated the Board that software conversion work will be completed next month.
- f. Other Matters: None Presented

2. Public Works Committee

- a. Presentation and Discussion Regarding Village Hall Plans from Rick Phillips. Architect Rick Phillips presented Plans for the potential new Village Hall and discussion ensued regarding layout, amount of storage space, use and potential for expansion. Trustee Brennan questioned whether a Village Hall will be necessary in the future. Mayor Urlacher stated that he felt that there will always be a need for a Village Hall and that the Village needs a sense of “home”

It was unanimously agreed that the plan is a good one.

Trustee Armstrong outlined the next steps are to investigate other options such as renting space, the cost and upkeep for both options to be presented at the September Board meeting.

- b. Recommendation to Approve a Proposal From Forest Builders, Inc., Lake Bluff, Illinois for Repair of the Old School Road Shoulders and Any Other Roads as Directed with Asphalt Mill Tailings in an Amount Not to Exceed \$5,000.00; Pending Legal Review.

Trustee Armstrong presented a proposal for repair of shoulders on Old School Road and other street within the Village and discussion ensued

- c. Recommendation to Approve a Proposal From Forest Builders, Inc., Lake Bluff, Illinois for Removal of Gravel and Clean Out of Ditch Along Old School Road in Front of The Crest in an Amount Not to Exceed \$2,500.00; Pending Legal Review.

Trustee Armstrong presented a revised proposal from Forest Builders for ditch clean out along Old School Road along The Crest in an amount not to exceed \$3,700.00. Discussion ensued regarding shoulders on Little St. Marys Road and Meadows. Village Engineer Scott Anderson explained that the heavy rains have deteriorated many of the shoulders.

- d. Updates on 2014 Maintenance, Drainage, Water Lines, and Road Construction Activity/Repairs.

Trustee Armstrong updated the Board on:



- ii. Signage: A no right turn sign at the exit from the property will be installed and additionally, the applicant, pursuant to the settlement agreement, is to revise his driveway pursuant to an approved driveway plan. That work has been completed.
- iii. The applicant, pursuant to the settlement agreement, is to pay \$25,000.00 within 30 days of dismissal of the lawsuit, to the Village of Mettawa general fund for use on Open Space purchasing or management.

There are mutual releases to be sign and finally the Plat of Subdivision has to be completed in accordance to the settlement agreement as well as the punch list. There are some minor technical comments that remain to be addressed relative to the plat that are not substantive and the punch list has one item to be checked.

Attorney Ferolo asked that the motion to approve be conditional upon approval of the final Plat and punch list completion by the Village Engineer.

Discussion ensued regarding the driveway. Mr. Price stated that the driveway measures to the plan approved by the village and that landscaping needs to be done.

#### **H. BUSINESS FROM THE BOARD FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON:**

##### 1. Mayor's Report

- a. Reminder of Village Coffee to be held at the Leahy Residence on August 3<sup>rd</sup>.  
Mayor Urlacher asked for a Trustee to attend the event with him. Trustee Armstrong will be in attendance. The "coffee" will be "wine and cheese"
- b. Update: Village Picnic at St. Basil's Church, August 23<sup>rd</sup>  
Mayor Urlacher informed the Board that the picnic will be from 11am to 2pm on the 23<sup>rd</sup>.
- c. Update: Lake Forest Beach Passes  
Mayor Urlacher reported that the Beach Passes will not be available this year, but possibly next year at the same cost as to Lake Forest residents.
- d. Discussion Regarding the "Tindall" Bench  
Resident Adrienne Tindall has asked for support and help with wording for a bench in honor of Jack Tindall to be placed on the Old School Road trail at the railroad crossing. It was agreed that "In honor of Jack Tindall, Trustee of the Village of Mettawa" would be appropriate; and that the Board supports her request.

- e. Reminder: Committee of the Whole Meeting on Saturday, July 19<sup>th</sup> at 9:00am for Open Lands Presentation.
- f. Building Report: Mayor Urlacher thanked Village Engineer Anderson and Trustee Towne for the report and placed it on file.
- g. Village Administrator's Report:  
  
Mayor Urlacher congratulated Mr. Irvin on his one year anniversary with the Village.  
  
Mr. Irvin informed the Board that he is reviewing the Village Codes for updates and will present suggested edit shortly.

**2. UNFINISHED BUSINESS:** None presented for discussion

**3. NEW BUSINESS:**

- a. Approval of an Ordinance Comprehensively Amending and Restating Ordinance No. 671 Granting a Special Use Permit for a Large Stable for Property Commonly Known as 15126 W. Old School Road, Mettawa.  
It was moved by Trustee Armstrong, seconded by Trustee Maier to approve **“An Ordinance Comprehensively Amending and Restating Ordinance No. 671 Granting a Special Use Permit for a Large Stable for Property Commonly Known as 15126 W. Old School Road, Mettawa: being Ordinance No. 757; upon approval of the Final Plat of Subdivision and approval of the punch list by the Village Engineer.**

Upon a call of the roll, the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

- b. Approval of a Resolution Authorizing the Village President and Village Clerk to Release the Declaration of Covenants, Conditions and Restrictions at 15126 W. Old School Road, Mettawa.

It was moved by Trustee Brennan, seconded by Trustee Armstrong to approve **“A Resolution Authorizing the Village President and Village**

**Clerk to Release the Declaration of Covenants, Conditions and Restrictions at 15126 W. Old School Road, Mettawa” being Resolution No. 14-17**

Upon a call of the roll the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

- c. Approval of a Proposal From James Anderson Company, Lake Bluff, Illinois for Repair of the Old School Road Shoulders and Any Other Roads as Directed With Asphalt Mill Tailings in an Amount Not to Exceed \$5,000.00; Pending Legal Review.

It was moved by Trustee Armstrong, seconded by Trustee Maier to Approve a Proposal From James Anderson Company, Lake Bluff, Illinois for Repair of the Old School Road Shoulders and Any Other Roads as Directed With Asphalt Mill Tailings in an Amount Not to Exceed \$5,000.00; Pending Legal Review.

Upon a call of the roll the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

- d. Approve a Proposal From Forest Builders, Inc., Lake Bluff, Illinois for Removal of Gravel and Clean Out of Ditch Along Old School Road in Front of The Crest in an Amount Not to Exceed \$2,500.00; Pending Legal Review.

It was moved by Trustee Lane, seconded by Trustee Maier to Approve a Proposal From Forest Builders, Inc., Lake Bluff, Illinois for Removal of Gravel and Clean Out of Ditch Along Old School Road in Front of The Crest in an Amount Not to Exceed \$3,700.00; Pending Legal Review.

Upon a call of the roll the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None  
Absent: None

Mayor Urlacher declared the motion carried.

**J. EXECUTIVE SESSION:**

At 8:51 p.m. with no further items to discuss Mayor Urlacher entertained a motion to recess to a closed Executive Session for the purpose of discussion land acquisition, pending, probable and imminent litigation and review of Executive Session minutes and other related topics.

It was so moved by Trustee Maier, seconded by Trustee Armstrong

Upon a call of the roll, the following voted

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne  
Nay: None  
Absent: None

Mayor Urlacher declared the motion carried.

**K. CALL TO RECONVENE:** Mayor Urlacher reconvened the Regular Session at 9:15 p.m.

**L. ROLL CALL**

Upon a call of the roll, the following were

Present: Trustees Armstrong, Clark, Maier, Towne and Mayor Urlacher  
Absent: Trustees Brennan and Lane

**M. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION: None**

**N. ITEMS TO BE REFERRED:** No items referred

**O. FOR INFORMATION ONLY:** No items discussed

**P. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Maier, seconded by Trustee Armstrong that the meeting be adjourned.

In Favor: All  
Opposed: None



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Mayor Urlacher declared the motion carried and the meeting adjourned at 9:20 p.m.

Cathy Nelson, Village Clerk