

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, MARCH 17, 2015 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 7:30 p.m.

Mayor Urlacher announced that Village Clerk Cathy Nelson had submitted her resignation and it had been accepted. He thanked Ms. Nelson for her six years of dedicated service to the Village. Mayor Urlacher recommended that the Board appoint Village Administrator Bob Irvin as Interim Deputy Clerk while the Village Clerk position was open. It was moved by Trustee Brennan and seconded by Trustee Armstrong that Bob Irvin be appointed Interim Deputy Village Clerk.

Upon a call of the roll, the following voted:

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

Nay: None

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Brennan, Clark, Maier, Pink, 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 Company, Village Attorneys Jim Ferolo and Gregory T. Smith of Klein Thorpe & Jenkins, Ltd., Treasurer Lisa Dieter and Financial Consultant Dorothy O'Mary

C. APPROVAL OF MINUTES:

Regular Meeting of the Board: February 17, 2015

It was moved by Trustee Maier and seconded by Trustee Brennan that the minutes of the Regular Meeting of February 17, 2015 be approved as presented.

Upon a call of the roll, the following voted:

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

Nay: None

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

Committee of the Whole Meeting: February 21, 2015

It was noted that there were two typos on page 3 where the letter “d” was needed at the end of the word “fun” and “sales taxes” should be changed to “hotel taxes”.

It was moved by Trustee Clark and seconded by Trustee Maier that the minutes of the Regular Meeting of February 17, 2015 be approved with the noted changes.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink 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.

Trustee Maier reported that the largest expense in the bills this month was the final payment for the improvements made on Rt. 60 near Riverwoods Road from several years ago. We have received half of the payment from Costco and were using MFT funds to pay our share of the cost. We had also received a deduction of about \$60,000 from IDOT.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve bills submitted for payment and other bills paid by the Village Treasurer in anticipation of this meeting for a total amount of \$414,706.64.

Upon a call of the roll, the following voted:

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

Nay: None

E. TREASURER’S REPORT

Presentation of the Treasurer’s Report for the Month of February, 2015.

It was moved by Trustee Brennan, seconded by Trustee Maier that the Board acknowledges receipt of the February, 2015 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:

2. Written communications of citizens to be read:
Tom Heinz of 21757 St. Marys Road read a letter about the Village Hall matter and it is attached to these minutes.

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

1. Finance Committee:
 - a. Recommendation to Approve the Draft Budget FY 2015-2016

Trustee Maier reported that the proposed Budget generally followed the revenue and expenses for the current year. It did include the complete loss of sales tax revenues from CDW. General Government expenses would be about the same and capital spending was \$285,000. Public Service areas could go up or down primarily on the amount of building permit activity. There is an estimated surplus of \$585,000 in the proposed budget. Village Administrator Irvin reported that it was a conservatively proposed Budget. There were a few items that needed to be finalized related to the completion of the Open Space Plan which would likely be approved after adoption of the new Budget. Currently there was \$50,000 in operating funds and \$125,000 for capital improvements in the proposal. The Budget could be amended later if needed. Also, because of the late purchase of this year's road salt, it will likely be necessary to move this year's expense into next year's budget. Also, at this time there is no funding for either planning or construction of a Village Hall, but it could be added prior to adoption at the next Board meeting.

- b. Recommendation to Approve a Resolution for Improvement of the Village of Mettawa under the Illinois Highway Code

Trustee Maier reported that the Committee had recommended that we utilize Motor Fuel Tax funds under the Illinois Highway Code for payment of the Rt. 60 improvements.

2. Public Works Committee
 - a. Update and Discussion Regarding 2015 Maintenance Activities and Salt Contracts

Trustee Armstrong reported that we still needed to make purchase of at least 80% of our salt allocation, but it has been delayed until Lake Forest completed upgrades to its storage facility. We have until June 30th to make the purchase.

- b. Recommendation to Join the 2015 Lake County Bulk Rock Salt Contract for 2015-16 Winter

Trustee Armstrong advised that we are recommending a new source for salt for next year which the Village Administrator will address in his report.

c. Discussion Regarding 2015 Budget

Trustee Armstrong reported that there would be no major street projects in the Budget next year. We would wait to improving Old School Road until 2016 due to a major construction project to a property on Old School. We will also need to address Riverwoods Blvd. in the coming years.

d. Discussion Regarding Selection of the Dreikosen Site (25960 N. St. Marys Rd.) for the Village Hall
and

e. Recommendation to Approve a Sum Not to Exceed \$7,000.00 for Preliminary Engineering and Sit Plan for the Dreikosen Property as the Village Hall Site

Trustee Armstrong reported that at the last committee meeting, there was discussion about the several sites that have been considered for a Village Hall and it was determined that the Dreikosen site was the best one suited for a Village Hall. It was also recommended that approve funding of up to \$7,000 for engineering and site planning, so that an architect has information on the site to work.

f. Recommendation to Submit a Pre-Application with Lake County for an IEPA Low Interest Loan for the Water Main Project Near St. Marys and Old School Roads

Trustee Armstrong advised there is an opportunity to obtain a low interest loan from the IEPA that could be used for the water main project near Old School and St. Marys Roads. Village Administrator Irvin reported that he has discussed submittal of the pre-application with Lake County since they would have to be the applicant as they are the owner and operator of the water system. After the pre-application is submitted, we will need to enter into an intergovernmental agreement with the County to spell out the details of the project. There will also be the need to begin the SSA work for the area. The interest rate is currently at 2.21%. The application process could take about 6 months. There was general discussion about the process for the project. Village Attorney Feroło advised what was necessary to establish the SSA. Both the SSA and IEPA application process could be worked on in parallel.

g. Other Matters

Trustee Clark advised that he could provide some additional information about the leased office for a Village Hall mentioned by Tom Heinz. Trustee Armstrong suggested that we wait until we had all of the correct numbers in both the build

and lease alternatives. It was decided that it would reviewed and discussed at the next Committee meeting.

3. Parks and Recreation Committee:

- a. Comment by Chairman on WRD Presentation at the Committee of the Whole Meeting held on Saturday, March 14, 2015

Trustee Towne reported that last Saturday the meeting was held for WRD to present its Open Space report at the Committee of the Whole. It was well received. The Committee will be discussing the plan and any changes at our April meeting. If anyone has suggested changes, please get them to me prior to our April meeting. One thing we did not discuss was placing some of our properties and Forest Preserve properties in our new open space zoning district. That should also be reviewed at our next meeting.

- b. Update: Oasis Park Trail Design Review

Trustee Towne reported that the Committee had reviewed the final design for the trail relocation through Oasis Park. The plan was made available to the Village Board at tonight's meeting. Trustee Towne described the relocation, which moved the majority of it away from Bradley Road. The plans are nearly complete and will be ready for bidding soon. Trustee Towne also mentioned that we were waiting to hear back from IDOT for the permit to construct the trail extension along Rt. 60, so that we could bid that project as well.

- g. Other Matters

Trustee Clark asked if there were plans to perform maintenance on the Village trails this spring. Trustee Towne advised that we should wait about month to do the work.

4. Safety Commission:

- a. Commissioner's Report

Trustee Clark reported that over the last few months we have averaged about 15-18 calls and about 90 house checks. There is an issue with a parking ticket that was issued in error that we were trying to get pulled before it goes to court. He discussed it with the Village Administrator to see what else could be done. Village Administrator Irvin advised that he had met with our new liaison Sergeant yesterday and she suggested that he contact the Village Prosecutor to see if he could have it waived in court.

Trustee Clark also reported that prior to his departure from the Village Board he would meet with Howe Security for a wrap up and also send an email to George Balis at Clark Environmental for transition purposes.

Trustee Brennan reported that she had noticed a car parked on her street with the occupants apparently having their lunch. She spoke to Charlie Howe and he mentioned that some of the area employees are known to do that. Mettawa Patrol has stopped by some of these cars and it has been for lunch purposes. Trustee Clark said they are not breaking any laws, but are encouraged to use the forest preserves for this purpose.

5. Zoning, Planning and Appeals Commission

No meetings held and nothing to report.

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

1. Mayor's Report

- a. Discussion Regarding the Committee of the Whole Meetings on February 21, 2015 (Village Hall) and March 14, 2015 (WRD Open Space Presentation)

Mayor Urlacher reported that we recently had the Committee of the Whole meetings regarding the Village Hall and Open Space Plan that were well attended by Village residents. There were 49 residents at the Village Hall meeting and about 20 residents at the Open Space meeting. We appreciate our residents' attendance and comments at these meetings. It does not go unnoticed.

- b. Update on the Quarterly Newsletter

Mayor Urlacher reported that the next Newsletter would likely go out to the residents at the end of March or early April.

- c. Village Coffee

Mayor Urlacher reported that the next Village coffee will be held at the Lavelle's who live in Riverside Preserve, likely sometime in May. It will be a wine and cheese event on a Saturday or Sunday.

- d. Building Report: Mayor Urlacher thanked Village Engineer Anderson and Trustee Towne for the report and placed it on file.

e. Village Administrator's Report:

The Village Administrator reported that the Village Board was required to adopt the Village zoning map by March 31st of each year if there were changes from the previous one. This year the Village Board approved the new Open Space District so the map needed to be adopted. There are a few minor changes to the map that were needed, and he recommended that the approval motion note that it is subject to final review. He had confirmed with the Canadian National Railroad that the Old School crossing will be replaced this summer with the dates yet to be determined. The Com Ed grant had been submitted for the Rt. 60 trail extension. The parking permit application for beach parking in Lake Forest will be available on the Village website in April with sale of the permits beginning in Lake Forest on May 1st.

2. UNFINISHED BUSINESS: None presented for discussion

3. NEW BUSINESS:

a. Approval of the Draft Budget FY 2015-2016.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve the draft Budget for FY 2015-16.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

b. Approval of a Resolution for Improvement by the Village of Mettawa under the Illinois Highway Code.

It was moved by Trustee Maier, seconded by Trustee Armstrong to approve a Resolution for Improvement by the Village Under the Illinois Highway Code.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

- c. Approval to Join the 2015 Lake County Bulk Rock Salt Contract for the 2015-16 Winter.

It was moved by Trustee Armstrong, seconded by Trustee Towne to join the 2015 Lake County Bulk Rock Salt Contract for the 2015-16 Winter.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- d. Approval of an Ordinance Authorizing Adoption and Publication of the Zoning Map.

It was moved by Trustee Maier, seconded by Trustee Armstrong to approve an Ordinance authorizing adoption and publication of the Zoning Map pending final review.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- e. Approval of a Sum Not To Exceed \$7,000 for Preliminary Engineering and Site Plan for the Dreikosen Property as the Village Hall Site.

It was moved by Trustee Armstrong, seconded by Trustee Maier for approval of a sum not to exceed \$7,000 for preliminary engineering and site plan for the Dreikosen property as the Village Hall site.

Trustee Clark asked if it was premature to do the work at this time since there could be other options and the money may be wasted. Trustee Armstrong did not think so. Trustee Towne added that this is the only site under consideration in which we do not have all of the information such as conservation easements, wetlands and utilities. We have this type of information on the other properties. This work will bring this property up to

speed. Trustee Clark said that it was likely a good site for a Village Hall, but it might be best to wait on the engineering expenses until we look at building and leasing costs at the next committee meeting. Trustee Towne said it was a not too exceed number and perhaps all of it will not be needed.

Resident Les Raffel stated that he thought we were putting the cart before the horse here since we have not completed the due diligence on whether a Village Hall was needed. The \$7,000 will be wasted if a Village Hall is not built. Trustee Towne advised that having the information will also be beneficial for our open space planning.

Resident Pam Sheldon stated that we have spent money to purchase many properties, and we should do our due diligence on them to determine what we have and what can be done on them. We may discover that wetlands exist that will not allow us to build.

Resident Tom Heinz suggested that we take the information obtained from the property and put it in a document that compares it to our other properties.

Resident Ron Pink stated that this matter has been discussed at many meetings and I think we need a Village Hall. I think we should let the Village Board make a decision.

Resident Denis Bohm stated that he agreed with Ron Pink. There have been many meetings on the Village Hall and residents have had many opportunities to provide their opinion. I was initially against it, but I have changed my opinion and support the Village Hall. We have elected the Mayor and Board and I think it's time to let them make the decision.

Resident Kathy Trulson stated that she was still on the fence about it and suggested that a comprehensive survey with all of the costs be put out to the residents. The past surveys did not include the costs.

Trustee Clark said that we had started these surveys to gain opinions and perhaps we should do another one with the costs of the Village Hall to obtain their feedback. We could educate the residents on the Village Hall options and costs. Trustee Brennan agreed with the survey suggestion to obtain feedback from our residents, and we will be better informed about what our residents think.

Resident Deb Pelech said the survey was a good idea and it would be part of the Village's due diligence on the Village Hall. It will be positive thing for another survey.

Resident Rick Phillips said the Dreikosen site was the only main contender for a Village Hall site in which valuable information was lacking. With or without a survey, we need this information to make a good decision.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- f. Approval to Submit a Pre-Application with Lake County for an IEPA Low Interest Loan for the Water Main Project near St. Marys and Old School Roads.

It was moved by Trustee Armstrong, seconded by Trustee Maier to submit a pre-application with Lake County for an IEPA Low Interest Loan for the water main project near St. Marys and Old School Roads.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink and Towne
Nay: None

Mayor Urlacher declared the motion carried.

I. EXECUTIVE SESSION:

At 8:37 p.m. the Mayor entertained a motion to adjourn the meeting to Executive Session to discuss the filling of the Office of the Village Clerk and for approval of Executive Session minutes. It was so moved by Trustee Brennan and Seconded by Trustee Clark.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Maier, Pink and Towne
Nay: None

Mayor Urlacher declared the motion carried and the meeting adjourned to Executive Session.

J. CALL TO RECONVENE:

At 9:05 p.m. Mayor Urlacher reconvened the public portion of the meeting.

K. ROLL CALL:

Upon a call of the roll, the following were:

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

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator Bob Irvin; Scott Anderson, Village Attorneys Jim Ferolo and Gregory T. Smith of Klein Thorpe & Jenkins, Ltd.

L. ITEMS TO BE REFERRED: None

M. FOR INFORMATION ONLY: No Items

N. ADJOURNMENT

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

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:05 p.m.

Bob Irvin, Deputy Village Clerk

Tom Heinz Letter

Board Meeting
17 March 2015

Happy St Patrick's Day to all.

Regards to the Proposed Village Hall, this will be a structure that will represent each resident of the Village of Mettawa to the world.

The Mettawa residents need to choose where this Village Hall should be located. They should decide what the final design should look like. The residents of Mettawa are paying for this and need to be able to decide how much to pay, where it is located and what it should look like.

This is a Village that has over 200 years of history. It is a new Village with a great history. The Indian Chief, Chief Mettaway had a Village here back to about 1800 or before.

The Village has money for the Village Hall. Just because we have the money does not mean it has to be spent.

It might be a good idea to relieve the stress on our Village Clerk to rent a Village Hall space for a year or two or three to relieve the stress for the Clerk. A building very nearby that has been looked at by some of our Board members is a good candidate for something like a short-term lease. It is just north of Bradley Road and has already been reviewed. There are many easy options for this low cost location and facility.

The cost for the temporary location, a rental, as well as the costs for the Hall itself need to be studied and presented to the Village Residents to make a choice if what direction they want to proceed. During this time of renting a location for a short term, information can be gathered and processed before being presented to the residents of Mettawa.

The Village of Mettawa has spent some money on an assessment of the Open Space properties it now owns. The Village Hall would make sense to be built on one of the Village owned properties. The Village Hall should be efficient and low impact. This is the role of the Architect to design it in this manner. Two sites have been identified thus far. The Dirkosiinen property at the southwest corner of Rt 60 and St Marys Road and the former site of the house and Stable at the Whippoorwill or the Korhummel site.

There is a process that is used by Architects to develop a design for a building. This process has been developed over hundreds of years. To get the best design, this design process used by Architects should be used; it has not been used on the Village Hall thus far and needs to be used to get the best design. Two of many options have been presented back on 11 February. There are many other options to consider.

The Residents of Mettawa should decide where this Village Hall should be located. Since they are the ones that are making the investment. A poll should be taken of all the residents, not just those that come to these meetings; we have some outstanding people in this Village, very smart and very successful. The residents of Mettawa can and have made outstanding decisions and this is a time we need that kind of input from them for the Mettawa Village Hall.

The Village needs to spend some money on the costs of a Village Hall on the proposed open sites. It needs to allow an Architect to develop a program and a cost for the Village Hall on these specific sites and present the locations, designs and costs to the residents of Mettawa so they can make the decisions about a Village Hall.

Some of these things have been begun, some data has been gathered, it needs to be organized and presented to the Village residents for their opinions.

Thomas A. Heinz, AIA
27157 St Marys Road