

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 21, 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 7:33 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

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

Mayor Urlacher declared a quorum present.

Also present: Village Administrator Bob Irvin; Village Treasurer Lisa Dieter, Scott Anderson, representative of the firm of James Anderson Company, Village Attorneys Jim Ferolo and Greg Smith of Klein Thorpe & Jenkins, Ltd. and Financial Consultant Dorothy O'Mary

C. APPROVAL OF MINUTES:

Regular Meeting of the Board: June 16, 2015

Trustee Brennan advised that there were several items where Trustee Sheldon's name was missing.

It was moved by Trustee Armstrong and seconded by Trustee Brennan that the minutes of the Regular Meeting of June 16, 2015 be approved as corrected.

Upon a call of the roll, the following voted:

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

Nay: None

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

E. MAYOR'S UPDATE AND CONSIDERATION FOR APPROVAL

1. Approval of a Resolution Commemorating the Public Service of Cathy Nelson

Mayor Urlacher invited former Village Clerk Cathy Nelson to join him at the dais to recognize her six years as Village Clerk for the Village. It was moved by Trustee Armstrong and seconded by Trustee Maier, approval of a Resolution Commemorating the Public Service of Cathy Nelson. Mayor Urlacher read the Resolution and presented a plaque containing the Resolution to Ms. Nelson. Ms. Nelson thanked the Village for the honor.

(final)

F. 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 the total amount for payment is \$238,135.66. It was moved by Trustee Maier and seconded by Trustee Brennan to approve payment of the bills.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

E. TREASURER'S REPORT

Presentation of the Treasurer's Report for the Month of June, 2015.

It was moved by Trustee Brennan, seconded by Trustee Armstrong that the Board acknowledges receipt of the June, 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: None

Denis Bohm, resident of 600 Riverwoods asked if anything ever came out of the hotel's interest in purchasing the property across the street for another hotel. Trustee Armstrong advised that the hotel owners were interested in a similar size to the existing Hilton and the Board was not interested in one that size for the property.

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

1. Finance Committee:

- a. Preliminary Planning for the Fiscal Responsibility Act for the Village of Mettawa

Trustee Maier reported that the Committee discussed the foundation for this year's ordinance and process. They directed some questions to the Village Attorney. The Committee will have a plan formulated for the next Board meeting. The goal is to have the process completed by Christmas.

b. Other Matters

Trustee Maier reported that the Village Attorney has finalized the agreement with Sikich, the Village's new auditor. The Village Administrator and Financial Consultant will be meeting with the auditor later this week to begin the audit process. He also reported that of the \$238,000 in bills being paid, a large portion is the debt payment of \$79,000 for SSA #2.

2. Public Works Committee

Mayor Urlacher said he wanted to advise everyone that there would be no vote made on a Village Hall at tonight's meeting. He had spoken to resident Keith Gray prior to the meeting about an email that went out to many residents advising them that a vote would be taken at the meeting. An update regarding the discussion about a Village Hall is on the agenda to provide everyone an update on the discussions in continuing the transparency that began six years ago.

a. Update on 2015 Maintenance Activities

Trustee Armstrong said there were a number of projects recommended to be completed this year including the removal of a manhole section in the right of way on Old School Road, which has been completed, a patch on the completed culvert near the end of Old School Road, removal of an old utility pole on the restaurant property and installation of a new culvert and grading to reduce trail erosion by St. Basil's Church. There are another ten items on the list; some are located in SSA #3 including pothole patching and restriping. There are other items that will likely be completed next year including a culvert replacement on Old School Road near Trustee Towne's property. We prefer to wait until next year prior to the repaving of Old School Road. There are some stumps to be removed for some of the trees removed last year.

b. Update on Village Hall Discussions

Trustee Armstrong reported that we are trying to get the most accurate prices that we can obtain for constructing a building, so that when we make a decision, we have the best information possible. We have asked resident architects Rick Phillips and Tom Heinz to help us with a one story design building and what will work on the Dreikosen property.

Resident Tom Heinz asked if this work was for a single site as he thought we were still looking at different sites. Trustee Towne advised that the Committee

recommended the Dreikosen site to the Village Board about two meetings ago. Village Administrator Irvin advised that at the previous Board meeting, the Village Board unanimously agreed that if a Village Hall is built, the Dreikosen site is the chosen property for it.

Resident Keith Gray said that he had erred in sending out an email about a Village Hall decision at tonight's meeting. He apologized for sending it out without first contacting the Mayor. He had spoken to Village Administrator Irvin earlier today about the status of the Village Hall. He asked if we haven't decided on whether to build a Village Hall or not, why are we looking at sites and doing the planning. Trustee Towne said there have been Committee of the Whole meetings and there was a consensus to build a Village Hall. In order to study it further, we needed to select a site and hone in on the costs. It included looking at other Village Hall, honing in on the floor plan and materials. Mayor Urlacher mentioned that our costs have been limited to \$5,500. The Committee has done a lot of work on this project to bring us to this point.

c. Update on Water Main Extensions

Trustee Armstrong reported the Committee was reviewing several options for financing the water main extension located near St. Marys and Old School Roads. One of the options was self-funding at an interest rate similar to the IEPA rate. Village Attorney Ferolo advised that the public hearing for the proposed special service area would occur at the next Board meeting. Notification will be published in the newspaper and letters sent to the property owners and registered voters. The plans and financing will be presented at the public hearing. Following the public hearing, there is a 60 day wait period, during which time the property owners and registered voters can object to the SSA or we can obtain waivers and adopt an ordinance establishing the SSA earlier, at the September Board meeting. Trustee Maier asked how long the IEPA loan process would take to complete. Village Administrator Irvin reported that Lake County representatives had advised us that it could add three to four months to the process. The loan money is not given in one check, it is provided as the work is being completed. The details of the entire process would be tied together in an intergovernmental agreement with Lake County since they are the owner/operator of the system and must be the formal applicant for the IEPA loan. We would need to build in time for the intergovernmental agreement. Resident Tom Heinz said he thought it was possible for the water mains to be completed by November, but now it sounds it could be later. Mayor Urlacher said that it depends on what financing process the Board selects. If it is by self-funding, it could happen by November, but if not, there could be an additional four or five months added to the process.

d. Recommendation to Approve a Resolution for Construction on State Highways

Trustee Armstrong reported that the Committee recommended approval of this mandatory resolution from the State to be able to perform work in State rights of way.

f. Other Matters

Resident Bill Cork of 26453 Farwell asked what was being installed adjacent to Route 60 where there are orange pipes out of the ground. Village Engineer Anderson said a company began installing a fiber optic cable without a permit and the Village had stopped the installation and asked them to obtain a building permit. We are still waiting for a response from the contractor. Trustee Sheldon said the cable could impact the trail that we have proposed in that location.

3. Parks and Recreation Committee:

- a. Recommendation of Approval of the Open Space Management Plan prepared by WRD Environmental, Inc.

Trustee Towne thanked everyone for their diligent work on the open space recommendations with Denis Bohm as Chair of the Ad Hoc Committee. The Parks and Recreation Committee had recommended acceptance of the recommendations of the management plan prepared by WRD. The next step is to begin implementation of the plan including zoning and land planning. It's a great plan document for the Village of Mettawa

b. Other Matters

Trustee Towne reported that mowing projects had been completed in Whippoorwill Park and the restaurant site across from the hotels. The berm area in Whippoorwill Park is being studied and we will have recommendation from ILM at the next Committee meeting. We are still waiting for final comments from IDOT regarding our trail extension from Deerpath subdivision to St. Marys Road.

4. Safety Commission:

- a. Commissioner's Report

Trustee Pink reported that house checks performed by Howe Security had increased which is good as it indicates that our residents are aware of the availability of this service and are using it. She completed training on the Blackboard Connect system and will have continued training next month. She thanked Trustee Towne for checking the construction activity at the railroad tracks early last week. Someone had removed the barricades from the tracks and Trustee Towne managed to keep someone from driving through and saw that the barricades were put back in place. The recent newsletter mentioned that anyone north of Route 60 that did not have a fire district sign, to please let the Village Clerk know that they wanted one. The Village resident

response was rather underwhelming with only two responses for the signs and three inquiries. She discussed with the Village Clerk about sending out another notice to the residents asking if they would like to have a sign. Resident Tom Heinz said he thought the signs were provided by the Fire District and that it was there responsibility to replace them. Trustee Pink agreed, but the signs were not being replaced so she contacted the Fire Chief and he said that if we provided a list, they would install the signs. She said she would contact the Fire Chief again about this matter. He said that his mailbox and sign were damaged and without any calls, his fire district sign was replaced.

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. Reminder of Village Picnic Scheduled for August 29th

Mayor Urlacher reminded everyone that the Village picnic was scheduled for August 29th and that he and the Village Administrator had made progress on the planning for the event. The Serbian Church has agreed to sell beer at the picnic. There will also be a jumping toy for the children. We will still be under budget for the event even with the added items this year. The same caterer will be back this year and a new DJ. The Village Clerk will send out several notices to our residents about the picnic.

b. Lake County Request for Support of Route 53 Extension

Mayor Urlacher reported that the Village had been asked by Lake County to support the extension of Route 53. He said that he would prefer to not offer support of it since he would not want others supporting a road project in our Village and it really doesn't affect us in either way. He thought the Village should remain neutral on the issue and Lake County is looking for an answer by tomorrow. Trustees Towne and Pink indicated they were neutral on it. Trustee Armstrong said he was not neutral on the matter as they are proposing a 4 cent gas tax across the County with 2 cents going for this project. He felt the road should pay for itself. He said that alternative plans in the past for not building the 53 extension including widening St. Marys Road to four lanes. Trustees Maier and Sheldon said they were negative on the extension. Trustee Brennan said she was on the fence on the matter, but there could be some impact to the Village. Trustee Armstrong added that he had been in favor of the 53 extension, but not by taxing the entire County for it.

c. Building Report

Mayor Urlacher thanked Village Engineer Anderson and Trustee Towne for the report and placed it on file.

d. Village Administrator's Report:

Village Administrator Irvin reported that Lake Forest beach parking permits were still available for sale in Lake Forest. So far, 25 permits had been purchased. The Old School railroad crossing construction was completed last week and except for the one barricade issue, it was a fairly smooth project and it was completed a bit early. The last newsletter recently was sent out to Village residents, and we increased the number going out by email, reducing the number that was mailed. The State has approved our close-out report for the Bradley Road repaving grant.

2. UNFINISHED BUSINESS: None presented for discussion

3. NEW BUSINESS:

a. Approval of a Motion to Reject all Bids for the Oasis Park Trail Relocation Project

It was moved by Trustee Maier, seconded by Trustee Armstrong, to reject all bids for the Oasis Park Trail Relocation Project.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

b. Approval of a Resolution for Construction on State Highways

It was moved by Trustee Armstrong, seconded by Trustee Maier approval of a Resolution for Construction on State Highways.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- c. Approval of the Open Space Management Plan prepared by WRD Environmental, Inc.

It was moved by Trustee Armstrong, seconded by Trustee Towne acceptance of the Open Space Report prepared by WRD Environmental and to review for possible future action.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

I. EXECUTIVE SESSION: None

J. CALL TO RECONVENE: None

K. ROLL CALL: None

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

M. ITEMS TO BE REFERRED: None

N. FOR INFORMATION ONLY: None

O. ADJOURNMENT

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

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:20 p.m.

Bob Irvin, Deputy Village Clerk