

**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, MAY 17, 2016 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.

**B. ROLL CALL**

Upon a call of the roll, the following were:

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

Absent: Armstrong

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 Greg Smith of Klein Thorpe & Jenkins, Ltd., Village Treasurer Pam Fantus and Financial Consultant Dorothy O'Mary

**C. APPROVAL OF MINUTES:**

**Regular Meeting of the Board: April 19, 2016**

It was moved by Trustee Brennan and seconded by Trustee Maier that the minutes of the Regular Meeting of April 19, 2016 be approved as presented.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

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

**D. APPROVAL OF BILLS**

**1. Bills Submitted for Payment**

Trustee Maier reported the total amount for payment is \$743,751.77. It includes the hotel tax sharing payment to White Lodging of \$297,000 and the second payment of the SSA #15 water main extension of \$305,000. Added to the list are payments to Howe Security in the amount of \$6,621.50 and Hilton Garden Inn for \$100.

It was moved by Trustee Maier and seconded by Trustee Sheldon to approve payment of the bills.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

#### **E. TREASURER'S REPORT**

Presentation of the Treasurer's Report for the Month of April, 2016.

It was moved by Trustee Maier, seconded by Trustee Brennan that the Board acknowledges receipt of the April, 2016 Treasurer's Report and place it on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

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

##### **1. Citizens to be Heard Not Listed Elsewhere on This Agenda**

Tom Heinz, resident, announced that MOLA is hosting an event at the Always Faithful Stables on Saturday beginning at 4:30 p.m. A presentation on buckthorn removal in the County will be made at the event.

Mike Hartell with designhaus architecture and representing the Always Faithful Equestrian Club located at 855 Bradley Road provided a history of the changes since 2014 and presented proposed plans for improvements to the facilities. The improvements include expanding the indoor arena. Ed Casas, owner of the stable advised that they are close to moving out of the construction phase on the property. They have proposed a permanent access drive on the north side of the property and are hoping it is approved by the Board. The expansion of the arena is needed due to demand by their hunter/jumper clients. He reviewed all of the infrastructure improvements that they have made in the last two years. They are now looking at ways to sustain the improvements that have been made. In addition to the horse boarding, we have tried to give the facility with an equestrian club type feel. They have found that spouses and children of riders like coming to the stable. Their goal is to expand the club to full service to include food and beverages, including alcoholic beverages. The club has not for profit status. Revenue enhancements are needed beyond the boarding fees. He understands that the R-1 zoning in Mettawa does not permit

such a club use and there could be resident concerns such as traffic. Currently they cater in food and operate as a “bring your own” facility, so the change to allow them to serve food and alcohol would not change the amount of traffic as the events would be similar to what occurs there today. They are considering a club model where there would be full members and social members, like you find at country clubs. He asked for the support of the Board before moving forward with the formal approval process.

Mayor Urlacher said that if there is Board consensus seeing merit in the proposal; Mr. Casas could proceed to the Zoning Commission to begin the formal process. If the Board is interested in looking over the proposal and discussing at a later date, that would be fine, too. Mr. Casas said that he understands amendments to the Code are necessary to make this happen and his attorney has proposed language to place limits on this types of facilities so that there was not a proliferation of them throughout the Village.

Trustee Brennan said that we have several nice horse barns in the Village and she is not sure we would want to see them doing the same thing. Mr. Casas said that the language in the amendment could be written to limit the locations of club facilities. Village Attorney Ferolo advised the process requires a zoning text amendment and special amendment with proper newspaper and mailed notices to residents in the area. He said the objective of tonight’s meeting was not say yes or no, but to give the Casas feedback as to whether you think it has merit enough to go through the formal process. Mr. Casas advised that the zoning process was expensive and before committing to it, he wanted to get the initial Board feedback on this proposal.

Trustee Pink said she has the same fear as Trustee Brennan and would like to see some legal way to keep this from happening again, if we were to move forward with it. She would like to see us going forward with it. Trustee Brennan said that other facilities, such as the one owned by Bob Price could ask for the same thing to support and enhance his facility. Trustee Maier said he is probably the most affected by the proposal as his property is adjacent to the south side of the Casas property. His only concern is the property being maintained in the long term of 20 to 40 years.

Mayor Urlacher said that if the Trustees had additional questions they could contact Mr. Casas or contact him for a tour of the property.

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

**1. Finance Committee**

a. Update on Property Tax Rebate Program for 2016

Trustee Maier reported that the Village Treasurer and Village Administrator worked on the application and guide for this year’s program and the documents were reviewed by the Committee. A few changes were suggested to the application and

they will be reviewed again at the next meeting as well as the ordinance for the tax rebate.

b. Update on FY 2015-16 Audit

Trustee Maier reported that we had the kick off meeting for the FY 2015-16 audit. All of the adjustments will be made as needed, and we expect to have the audit completed this year in a more expedient fashion. There are no issues or matters that have arisen at this time.

**2. Public Works Committee**

a. Update on Potential Water Main Extensions in the Village

Village Administrator Irvin reported that the Committee asked Gewalt Hamilton engineers to update the cost of the water main on St. Marys Road near the north Village limits that was subject to a proposed special service area about 3 years ago. The estimate was received after the meeting and it is substantially higher than 3 years ago, going from \$370,000 to about \$580,000. We will add the other expenses and bring the total to the next Committee meeting.

b. Update on Old School Road Drainage Issues and Resurfacing Project

Village Administrator Irvin discussed some drainage work needed prior to Old School Road being resurfaced later this year. Subsequent to the meeting, Trustee Armstrong and I met with the Village Engineer to review the plans. Village Engineering Anderson advised that we will need an easement across a small portion of the church property.

c. Update on Snow Plowing Contract Beginning with the 2016-17 Winter Season

Village Administrator Irvin discussed the need to obtain a new contract for snow plow services and requested a new proposal from Forest Builders, our contractor from the last 5 year contract.

d. Recommendation of the Village Hall Survey

Village Administrator Irvin reported that there was a lot of discussion regarding the survey at the Committee meeting regarding the language and format of the survey. The recommended survey was included in the Board packet. The idea is to mail the narrative with one or two addressed and stamped postcards to each Village residence with the survey question. The postcards would be mailed to the same post office box the Village uses for the tax rebate applications. Trustee Pink asked if we should show the cost difference between the status quo and build options. She said that people could work it out themselves, but it could be added to the narrative. Trustee Brennan

said that since this survey was so simple, why we should consider having a referendum on the ballot for this. She said it would be a true way to get our residents opinions and not rely on mailed postcards. Mayor Urlacher said we have 320 registered voters in a town of 580 people. The survey would reach every resident, not just the registered voters. He said he would be against the referendum since it excluded too many residents in the Village. Trustee Towne said the registered voters are the ones we answer to, the ones who elect this Board. He added what better time to get a true evaluation with this upcoming Presidential election. He suggested a non-binding, advisory referendum. He added that we could do both the survey and a referendum. Trustee Sheldon suggested the results from a referendum would be positive for a Village Hall. She added that we could call every resident to encourage them to return the survey. Trustee Towne said that if we did both the survey and referendum, he would expect the results to be similar. Trustee Maier asked what is the latest date you could add a referendum to the November election. Attorney Ferolo said it was likely July or August. Trustee Sheldon asked the deadline for registering to vote. Trustee Pink said that you can register on the day of voting.

Jeff Clark, resident, asked if the survey includes the options with financial data for status quo, rental and build. Mayor Urlacher said the survey includes the numbers for both five and twenty years for each option.

Trustee Pink said we told the residents that we would do the survey and we owe it to them to get it done. Mayor Urlacher asked if anyone in the audience had an opinion on having a referendum. Ron Pink, resident, said that we elected the Trustees and this issue has waffled for a long time. He said the Village is being well run by the Board and that the Board should make the decision on the Village Hall. Denis Bohm, resident said this issue has been kicked around for years with cost estimates and survey. He voted for 6 Trustees and the Trustees should bring it up for a vote and make a decision. Rick Phillips, resident said sending the survey out reaches a wider number of residents. Jeff Clark said there were issues raised at the Saturday meeting held on the Village Hall regarding the difficulty in holding meetings in the lobby of the hotel. He said, while this is true, why are we are not holding these meetings in the conference room by the office that we are renting. He also asked how many Trustees have seen their jobs as Trustees compromised in the last 45 days by not having a Village Hall. Trustee Sheldon did not think it was an issue of compromising our jobs as Trustees. She said it was an issue of preserving and having access to records to all Trustees, and not in a storage unit and be available for meetings that are now held in a hotel. She added that in her opinion, a Village Hall is needed by the Village. Village Treasurer Fantus said that all of our records are not located in one place.

Village Administrator Irvin said the issue of the survey was referred to the Public Works Committee from the Village Board. The question is, are we going to do a survey or referendum, or both. The discussion we are having now is whether it is a good idea to have a Village Hall and we are getting away from the recommendation of the Public Works Committee for the survey. Trustee Pink agreed that we are

committed to having the survey. Mayor Urlacher agreed and said we should move forward with the survey.

- e. Recommendation to Waive Sealed Bids and Approve an Agreement with Clarke Environmental Mosquito Management, Inc. in an Amount Not to Exceed \$24,450

Village Administrator Irvin reported the Committee recommended approval of the Clarke agreement. The services are the same as last year with a cost reduction of \$30. The waiver of sealed bids was needed since the amount is above \$20,000.

- f. Recommendation to Approve a Special Permit to Always Faithful Equestrian Club to Waive the Requirements of Section 5.130 Plans and Specifications for Driveways to Allow a Third Driveway Approach on their Property Located at 855 Bradley Road

Village Administrator Irvin reported that we had received a request from Always Faithful to make their north temporary construction driveway as a permanent one. The Village Code requires the Village Board to approve special permits for driveways beyond what is permitted in the Code and the Committee recommended approval of their request. The Village Engineer recommended approval of the driveway, too. Trustee Towne said we should add language to the permit that grants the Village access to its drainage easement at this location. He is in agreement with the driveway, but we should add the language to the approval and the permit.

### **3. Parks and Recreation Committee**

- a. Update on the Development of Schematic Plans for Oasis and Whippoorwill Parks

Trustee Sheldon reported that Jay Womack of WRD Environmental was in attendance at the last meeting and presented the updated designs. He provided cost estimates and we are looking at the details. We have a grant application submitted for a project at the north end of Oasis Park. Trustee Towne said we should know the results of our grant application soon.

- b. Recommendation to Approve a Proposal from Perfect Cut Tree for Whippoorwill Park in an Amount Not to Exceed \$2,800

Trustee Sheldon reported the Committee recommended approval for tree removal and cleanup work in Whippoorwill Park from Perfect Cut Tree for \$2,800. This follows on the work done by MOLA volunteers earlier this month.

- c. Recommendation to Reject All Bids, Waive Sealed Bids, and Negotiate an Agreement for the Oasis Park Trail Relocation Project

Trustee Sheldon reported that Committee recommends that we reject all of the bids for the Oasis Park trail relocation, waive sealed bids and negotiate an agreement for the trail relocation. Trustee Towne said the low bid was well above the \$100,000 cost we had hoped for. He has reached out to a contractor who was not part of the bidding process and obtained an estimate of \$117,000 to do the work. He agreed that we should waive the bidding process and negotiate a price to do the work. Attorney Ferolo said the negotiations could proceed now and the waiver of sealed bids done after successful negotiations. Trustee Sheldon noted that we did receive about \$200,000 from the berm construction at the park. Trustee Towne said the relocation of the trail has been in the works for several years and it would make it a much safer walk to relocate it away from Bradley Road. Village Administrator said that Jay Womack of WRD advised us at the Committee meeting that he had some possible contractors to perform the work at a lower cost and would be contacting them on our behalf. Trustee Pink said that Mr. Womack's suggestion of replacing the culverts with boardwalks could also save the Village money on the project. Trustee Towne suggested that we negotiate the cost with the design as is and consider changes for the boardwalks.

d. Update on the Route 60 Trail Extension Project

Trustee Sheldon reported that the plans were completed for the trail extension project and we should have the bids back for the June meeting.

4. **Safety Commission**

a. Status and Activity Update

Trustee Pink reported that she was still working on the Narcan issue and had spoken to Ann Maine who was given the name of the Law Enforcement Coordinator for Live for Lolly. She advised me that they would provide training to Howe personnel at a cost of \$60 per person. They are still using the auto-injectors rather than the new nasal spray. We would be supplied with one unit of two doses at no cost to us and they would replenish our supply as the doses expire. She said the main question is where the liability lies in the case of error or death. Attorney Ferolo advised that Howe Security does not have protection from the Tort immunity act that provides protection to police and fire personnel under Illinois law. He thought that Howe would be concerned about their liability and their insurance cost would likely increase and would want to pass along the extra cost to the Village. In the case of a lawsuit, both Howe and the Village are likely to be named. Trustee Sheldon asked about Howe carrying the defibrillator and any exposure to liability. Trustee Pink said that defibrillators were located in many places and could be used by anyone. She said that the benefits of saving one life from the drug would be wonderful and we should do it, but she wanted some input from the Board, as she had concerns about it as well. Trustee Towne said that we are fortunate to be covered by excellent emergency

services in the Village and the response times are good. Trustee Pink said that Howe responds quickly to 911 calls, but their coverage time is limited. Trustee Maier said we would be putting Howe in a tough position and agreed with Trustee Towne that we have excellent emergency services in the Village as well as the Sheriff's Department. After further discussion, the consensus of the Board was to not pursue the matter.

Trustee Pink reported that she had spoken to Chief Carani at the Libertyville Fire Protection District and he advised her that the address signs should be completed by the end of the month. She has a call into Chief Kruger with the Lincolnshire-Riverwoods Fire Protection District to set up a meeting to discuss address signs south of Rt. 60.

Trustee Pink called attention to a report submitted by Howe from a May 6<sup>th</sup> incident regarding a female who was found to be digging up flowers on the Korhumel property. A resident reported the license plate information and they were able to locate the Libertyville resident who had been taking the flowers. She has been contacted and she promised not to steal any more flowers.

## 6. **Zoning, Planning and Appeals Commission**

### a. Findings of Fact and Recommendation in the Docket 16-TA-1, Update to the Village of Mettawa Comprehensive Plan

Village Attorney Smith reported that the ZPA held a public hearing on the proposed update to the Village's Comprehensive Plan on May 3<sup>rd</sup>. Lee Brown of Teska Associates who assisted the ZPA with the update was present at the meeting and the members of the ZPA provided suggested changes. The result was the recommendation of amendments to the Comprehensive Plan and they were included in the Board packet. The Village Board has 90 days to act on the ZPA's recommendations. He added that the ZPA did not complete a complete rewrite of the plan, but addressed key policy and goal sections with suggested amendments. It includes items addressed in the Village's 2011 Strategic Plan as well as updates to the various tables and graphs. The goals and objectives section found in the back of the document reflect the importance of open land and residential-non-commercial development.

The consensus of the Board was to review the document further and place it on the June Village Board meeting. Mayor Urlacher asked Board members to send any comments or questions to the Village Attorney or Village Administrator prior to the next meeting.



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

**1. Mayor's Report**

**a. Appointments to Zoning, Planning and Appeals Commission**

Mayor Urlacher recommended the appointment of Orren Pickell to the Zoning, Planning and Appeals Commission for a three year term.

It was moved by Trustee Maier, seconded by Trustee Brennan, approval of appointment of Orren Pickell to the Zoning, Planning and Appeals Commission for a three year term.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

Mayor Urlacher recommended the appointment of Mark Meluso to the Zoning, Planning and Appeals Commission for a three year term.

It was moved by Trustee Maier, seconded by Trustee Sheldon, approval of appointment of Mark Meluso to the Zoning, Planning and Appeals Commission for a three year term.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

**b. Blackboard Connect Agreement for 2016-17**

Mayor Urlacher reported that our agreement with Blackboard Connection was up for renewal and he recommended continuation with the notification service.

**c. Request from Riverside Preserve Subdivision for Approval of the Second Amendment to the Declarations of Covenants, Conditions, Easements and Restrictions**

Mayor Urlacher reported that the owner of the Riverside Preserve subdivision has requested an amendment to their Declarations of Covenants, Conditions, Easements and Restrictions and their attorney and the Village Attorney were available to answer any questions. Village Attorney advised that the Village Board and 67% of the owners in the subdivision were required to approve any changes. The amendments would allow the construction of 2 sheds and garages on the lots rather than just 1 of each. Becky Vicario, representing the subdivision owner, advised that an owner in the subdivision was ready to build their house and has proposed a second garage. Therefore, the change is needed to accommodate their proposal. Another potential buyer of a lot is interested in a second garage, too. She added that they need 12 signatures of owners of the 18 lots and at least 8 of the lots are still owned by the original subdivider of the property.

d. Date for Village Picnic

Mayor Urlacher reported that August 27<sup>th</sup> has been selected as the date for this year's picnic. It will be held at St. Basil's Church again on the Saturday prior to their Serbian Festival.

e. Village Clerk Update

Mayor Urlacher thanked the Trustees for the feedback on the Clerk position. There are a few issues to resolve prior to recruiting the new Clerk and they were contained in the Village Administrator's memorandum. Village Administrator Irvin reviewed his memorandum with the Board and explained that the Village Attorney had provided a memorandum advising that the Clerk's position as described could not be an independent contractor. The Village has the option of either directly hiring a person or using an outside firm to hire the person and be responsible for all of the taxes, insurance and other costs. The other open issue is the hours that the Board wants the person to work for the Village. He recommended that the Clerk work a specific work day such as 9:00 AM to 1:00 PM or 10:00 Am to 2:00 PM. One of the bigger issues is the fact that the workload of the Clerk is not level and tends to increase before and after Board meetings. He also added that paid or unpaid holiday and vacation time needs to be determined. He advised that the Village Administrator would be the backup for the Clerk when they were out sick or on vacation. He suggested the maximum pay be \$25.00 per hour.

Tom Heinz, resident, asked if the Village Administrator was interested in continuing to serve as Clerk. Village Administrator Irvin said that he thinks it is important to

have some redundancy and to fill the Clerk position. Jeff Clark, resident asked what the cost would be with the new Clerk. Village Administrator said that it was much less than what we paid our former Clerk and about the same cost as is now with the Administrator doing the work.

Mayor Urlacher asked the Board for direction on the Clerk recruitment. Trustee Towne said that he would prefer having an independent contractor and allowing flexibility of work hours with working both in the Village office and out of their home. He added that we could consider an outside services company like Kelly services that could supply people as needed to do the work. Mayor Urlacher said that since the Clerk is an appointed position, we could only appoint one person to do the work. Village Attorney Ferolo said that he understands the preference for an independent contractor, but when we apply the labor test to the position, it does not meet the requirements to be considered one. He suggested that we consider the GovTemps agency to supply one of their hires as Village Clerk in which they pay all costs including taxes and workers compensation insurance. Trustee Maier said he had concerns with having an employee who may be eligible for a pension and to become a negotiating unit. He also had concerns about fringe benefits and other costs when an employee exceeds 20 hours per week. He added that the costs could easily exceed \$50,000 per year when all of the extra costs are included. He suggested that we consider GovHR to handle the position. It is the best way to contain our total cost for the position. Mayor Urlacher agreed that the best alternative was to use an outside agency for the position. Trustee Brennan asked what we paid the former Clerk and Village Administrator Irvin advised it was \$44,000 per year. He said that based on similar municipal clerical position, a maximum \$25.00 per hour was reasonable pay. Trustee Towne asked if anyone one had reached out to Colleen Liberacki about the position. Mayor Urlacher advised that he had done so and she was not interested. Trustee Maier said another advantage of using an outside agency is if you become unhappy with the person, you ask the agency to replace them and you don't have to deal directly with the personnel issues. Trustee Pink agreed that we should get this moving and we could ask the agency for their suggestions on the pay rate and whether we offer vacation pay. Village Administrator Irvin said that he would contact GovHR and get a proposal from them for consideration by the Board.

f. Building Report

Mayor Urlacher thanked Village Engineer Anderson for the monthly Building Report and asked that it be placed on file.

g. Village Administrator's Report

Village Administrator reported that the water main project in SSA #15 is moving and is now in the chlorination phase. Restoration will be done over the next 3-4 weeks to wrap up the project. It has been a fairly smooth project with only one small change order to relocate the auger pit.

**2. UNFINISHED BUSINESS**

a. Approval of a Recommendation to Reject All Bids, Waive Sealed Bids, and Negotiate an Agreement for the Oasis Park Trail Relocation Project

It was moved by Trustee Sheldon, seconded by Trustee Maier, approval of recommendation to reject all bids, waive sealed bids, and negotiate an agreement for the Oasis Park Trail Relocation Project.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

**3. NEW BUSINESS**

a. Approval of the Waiving of Sealed Bids and Approval an Agreement with Clarke Environmental Mosquito Management, Inc. in an Amount Not to Exceed \$24,450

It was moved by Trustee Maier, seconded by Trustee Brennan, approval of an agreement with Clarke Environmental Mosquito Management, Inc. in an amount not to exceed \$24,450.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- b. Approval of a Special Permit to Always Faithful Equestrian Club to Waive the Requirements of Section 5.130 Plans and Specifications for Driveways to Allow a Third Driveway Approach on their Property Located at 855 Bradley Road

It was moved by Maier, seconded by Trustee Brennan, for approval of a Special Permit to Always Faithful Equestrian Club to Waive the Requirements of Section 5.130 Plans and Specifications for Driveways to Allow a Third Driveway Approach on their Property Located at 855 Bradley Road, conditioned upon the applicant granting the Village access to its drainage easement in the area and executing all necessary legal documents to establish said access.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

- c. Approval of the Village Hall Survey

It was moved by Trustee Maier, seconded by Trustee Sheldon, approval of the Village Hall survey.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

- d. Approval of a Proposal from Perfect Cut Tree for Whippoorwill Park in an Amount Not to Exceed \$2,800

It was moved by Trustee Brennan seconded by Trustee Maier, approval a proposal from Perfect Cut Tree for Whippoorwill Park in an amount not to exceed \$2,800.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Armstrong

Mayor Urlacher declared the motion carried.

e. Approval of an Ordinance Approving an Amended Comprehensive Plan for the Village of Mettawa, Lake County, Illinois, and Amending Chapter 14 of the Mettawa Village Code in Relation Thereto

It was moved by Trustee Maier, seconded by Trustee Brennan, to table approval of an ordinance approving an amended Comprehensive Plan for the Village of Mettawa, Lake County, Illinois, and amending Chapter 14 of the Mettawa Village Code in relation thereto.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

f. Approval of an Agreement with Blackboard Connect for Resident Connection Services in an Amount not too Exceed \$1,627.54

It was moved by Trustee Maier, seconded by Trustee Sheldon, Approval of an Agreement with Blackboard Connect for Resident Connection Services in an Amount not too exceed \$1,627.54.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

g. Approval of the Second Amendment to the Declarations of Covenants, Conditions, Easements and Restrictions of the Riverside Preserve Homeowners Association

It was moved by Trustee Maier, seconded by Trustee Brennan, Approval of the Second Amendment to the Declarations of Covenants, Conditions, Easements and Restrictions of the Riverside Preserve Homeowners Association, conditioned upon 67% of the ownership executing the amendment prior to the Village President signing the amendment. Trustee Towne asked if they would still need to apply for permits. Village Administrator Irvin said that they were aware the approval of the amendment was needed before they submitted for their building permit.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

**I. EXECUTIVE SESSION**

**J. CALL TO RECONVENE**

**K. ROLL CALL**

**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.

Upon a call of the role, the following voted:

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:25 p.m.

Bob Irvin, Deputy Village Clerk