

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 DECEMBER 19, 2017 IN THE COTTONWOOD ROOM OF THE HILTON GARDEN 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 Bohm, Brennan, Maier, Pink, Sheldon, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Representative of the Firm of James Anderson Company, Scott Anderson; Village Attorney, Jim Ferolo of Klein Thorpe & Jenkins, Ltd.; Village Treasurer, Pam Fantus; Financial Consultant, Dorothy O'Mary

C. APPROVAL OF MINUTES:

Board Meeting Minutes: November 21, 2017

The Village Board meeting minutes were reviewed. Trustee Towne moved and seconded by Trustee Bohm that the minutes of the Board Meeting of November 21, 2017 be approved as revised and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

1. Bills Submitted for Payment

Trustee Maier reported the total amount for payment is \$114,656.34.

Trustee Maier said during the Committee meeting an inquiry was made questioning if Lakes Disposal is billing the correct number of residential homes. The autodial lift installed at the Oasis Park for SSA#4 was discussed.

It was moved by Trustee Brennan and seconded by Trustee Bohm to approve payment of the bills.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

E. TREASURER'S REPORT

Presentation of the Treasurer's Summary Report for the Month of November 2017.

It was moved by Trustee Maier and seconded by Trustee Bohm that the Board acknowledges receipt of the November 2017 Treasurers Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

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

1. Finance Committee

- a. Recommendation for Approval of an Ordinance Amending the Village of Mettawa's Annual Budget for FY2017-18

Trustee Maier said the annual budget is being adjusted in order to increase SSA#3 to the maximum level resulting in a \$900 increase.

b. Recommendation for Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Year 2017

Trustee Maier said the levy and collection taxes ordinance is a yearly requirement that the Village is required to file.

c. Recommendation for Approval of an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2017

Trustee Maier said the abatement ordinance is the general obligation bond the Village has for \$1.9 million which allowed payment for the Oasis Park purchase. The abatement allows the Village to handle this payment through the cash flow account and not as a collection through taxes.

d. Other Matters

Trustee Maier stated the Committee also discussed the Lake County Sherriff's contract review costs, along with the three ComEd contractual agreements increase of \$2,000. The ComEd light fixtures installation increase will be recovered in three years due to the monthly expenditure decrease.

2. Public Works Committee

a. Update Regarding ComEd Street Lights

Trustee Towne stated the ComEd contracts that were approved did experience some final cost increase. The ComEd monthly invoices will be decreasing which will allow the Village to recover the additional expenses incurred within three years.

b. Other Matters

3. Parks and Recreation Committee

a. Other Matters

Trustee Sheldon said she will be researching for a business to provide detail grooming of the big oak trees. Trustee Bohm said the Oasis Park Stewardship is going out to bids on January 3rd. Village Administrator Irvin added the final bid tabulation will be discussed at the Public Works January 10th meeting.

4. Safety Commission

a. Annual Presentation by Sergeant Sara Balmes

Sergeant Sara Balmes of the Lake County Sheriff's Department said as of today 3,216 incidents were reported in Mettawa. Most of the reported incidents were traffic related during the prime time of 3:00-5:00 pm. Sergeant Balmes stated with confidence Mettawa is a safe town to live in.

Resident, Dr. Fantus (14253 W Riteway Road) asked Sergeant Balmes what is the average 911 response time for an incident. Sergeant Balmes said she did not have the data with her but will follow-up on the question. Sergeant Balmes added 911 calls are prioritized and categorized; therefore, the response time may vary due to its ranking.

b. Other Matters

Trustee Pink said various locations throughout the Village have been experiencing garbage dumping. Most recently, Deerpath Farms had broken concrete dumped in their area. As a result, Howe Security will be adjusting their weekly work schedule to include night hours.

5. Zoning, Planning and Appeals Commission Report

a. December 5th Public Hearing Meeting Report

Village Administrator Irvin said the ZPA had a public hearing meeting on December 5th to discuss the special use permit application for Sapphire Stables. The application has no structure changes. Sapphire Stables is requesting to increase the number of horses from 15 to 22. The Zoning, Planning and Appeals Committee is recommending 20 horses. The full report will be provided for the Village Board meeting in January to provide direction to the Village Attorney to draft a Village ordinance or not.

b. Other Matters

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

1. Mayor's Report

a. 2017 Second Review of the Executive Session Minutes

Mayor Urlacher said the state law requires the Village to review their executive session minutes two times a year for a possible release, but at this time no executive session minutes will be released at this time.

b. Recommendation for Approval of an Ordinance relating to Sexual Harassment Prohibition

Mayor Urlacher said state law requires all municipalities to put in order a sexual harassment prohibition policy by January 15, 2018. The Village Attorney has prepared the Village's ordinance for your review.

c. Letter from Lake County Division of Transportation

Mayor Urlacher said the Village has received a letter from Lake County Division of Transportation regarding the plan improvements for the culvert improvement on St. Marys Road and Everett Road, south of Route 60.

d. Building Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report and said it would be placed on file.

e. Other Matters

Mayor Urlacher said at the November's ZPA meeting the residents had provided positive feedback from the meeting's audio system. The Village is considering this equipment as an investment. Village Clerk Gallo will provide rental cost, purchase cost or respond if HGI will be able to improve their current equipment.

f. Village Administrator's Report

Village Administrator Irvin said last summer the Board approved Brunswick Corporation request for a license agreement to allow the usage of the building monument stone on the westside of Riverwoods Boulevard corporate sign. Village Administrator Irvin added Vyaire has recently requested the use of the remaining half of the sign. Mayor Urlacher asked the Committee for a consensus if they wished to approve this request and have the Village Attorney draw up an ordinance to deliberate at the January Board meeting. The final vote from the Committee was yes.

Village Administrator Irvin said a summary was received from the special detail Sherriff's contract. The Lake County Sheriff Department is looking to standardize

their service agreements with the municipalities to be effective January 1st. However, the Lake County Sheriff agreed to extend the Village's renewal period through January 31st until after the Board discussed the new contractual details. Village Administrator Irvin said the Village insurance will not name the Sheriff's Department as an additional liability on the policy. Village Administrator Irvin suggested that a letter should still be sent to the Lake County Sheriff to further discuss the special detail contract.

Trustee Towne said the Committee recommended the special detail contract should not be renewed for 2018 due to the various road repairs occurring within the Village.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of an Ordinance Amending the Village of Mettawa's Annual Budget for FY2017-18

It was moved by Trustee Brennan and seconded by Trustee Bohm to approve the ordinance amending the Village of Mettawa's Annual Budget for FY2017-18

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

b. Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Year 2017

It was moved by Trustee Maier and seconded by Trustee Brennan approval of an ordinance authorizing the levy and collection of taxes for the corporate and municipal purposes of the Village of Mettawa for the year 2017

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

c. Approval for the Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2017

It was moved by Trustee Maier and seconded by Trustee Brennan approval of the ordinance abating certain additional taxes levied by the Village of Mettawa pursuant to ordinance No. 692 for the year 2017.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

d. Approval of a Resolution Approving the Release of Certain Executive Session Minutes of the President and Board of Trustees of the Village of Mettawa

It was moved by Trustee Maier and seconded by Trustee Brennan approval of a resolution approving the release of certain executive session minutes of the President and Board of Trustees of the Village of Mettawa.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

e. Approval of an Ordinance relating to Sexual Harassment Prohibition

It was moved by Trustee Brennan and seconded by Trustee Bohm approval of the ordinance relating to sexual harassment prohibition.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

f. Approval to Authorize the Mayor to Sign ComEd Customer Work Agreements for Street Lights

It was moved by Trustee Maier and seconded by Trustee Brennan approval to authorize the Mayor to sign ComEd customer work agreements.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

J. EXECUTIVE SESSION

At 7:55 p.m., it was moved by Trustee Bohm, seconded by Trustee Brennan to adjourn the meeting to the Executive Session to discuss land acquisition, potential litigation and review of executive session minutes.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

K. CALL TO RECONVENE

At 8:27 p.m., Mayor Urlacher reconvened the public portion of the meeting.

L. ROLL CALL

Upon a call of the roll, the following were:

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

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo and Village Attorney Jim Ferolo, of Klein Thorpe and Jenkins

M. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION

N. ITEMS TO BE REFERRED

O. FOR INFORMATION ONLY

P. ADJOURNMENT

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

Upon a call of the role, the following voted:

In Favor: Trustee Bohm, Brennan, Maier, Pink, Sheldon and Towne

Opposed: None

Absent: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:28 p.m.

Sandy Gallo, Village Clerk