

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 SEPTEMBER 17, 2019 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 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; Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd; Financial Consultant, Dorothy O'Mary; Village Treasurer, Pam Fantus; Deputy Village Treasurer Carol Armstrong and Representative from James Anderson Company, Scott Anderson

C. APPROVAL OF MINUTES:

Board Meeting Minutes: August 20, 2019

The Village Board meeting minutes were reviewed. It was moved by Trustee Sheldon and seconded by Trustee Bohm that the minutes of the Board Meeting of August 20, 2019 be approved 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

Trustee Maier reported the amount for bills to be paid this month is \$91,021.93.

It was moved by Trustee Maier and seconded by Trustee Towne 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 and the bills will be paid.

E. TREASURER'S REPORT

Presentation of the Treasurer's Summary Report for the Month of August 2019.

It was moved by Trustee Brennan and seconded by Trustee Towne that the Board acknowledges receipt of the August 2019 Treasurer's Summary Report and it 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.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

Resident, John Zenko (26429 St. Marys Road) said he has lived in the Village for 40 years. He and his wife would like to see the dead ash trees be cleared throughout the Village during the winter season. In addition, Mr. Zenko has asked that the residents not place poison around their lots in hopes of deterring the wild animals instead outside cats and dogs are eating the poison and dying. Trustee Towne added the removal of the dead trees on the Village's right-of-way is on the agenda for today.

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

1. Finance Committee

a. Presentation of the FY2018-2019 Audit

Fred Lantz, a representative from Sikich, provided the Board the Village's Annual Financial Report results for the year ended April 30, 2019. Sikich will file the State Comptroller Annual Financial Report upon receiving approval of the presented report. Mr. Lantz remarked the Independent Auditors Report states that the Village of Mettawa Financial Statements have a clean and unmodified opinion which is the

highest level of opinion an auditor can provide. Overall, the Village is in good financial position for long-term perspective as well as solid for short-term with a healthy fund balance. Mr. Lantz commented the Village did not experience any material weakness nor material deficiency reporting.

Chairman Maier added the Annual Financial Report from the audit will be posted on the Village website.

Mayor Urlacher thanked the Finance Committee and Village Administrator for a successful audit report and outcome.

b. Update on the 2019 Tax Rebate Program

Trustee Maier commented the Village Treasurer has received 116 tax rebate applications to date. Last year, we received 137 applications. The tax rebate due date is October 1st. Village Treasurer Fantus commented any remaining residents wishing to submit, can scan their application to her to ensure the deadline is met.

c. Update on Department Code Set-up in the General Ledger

Chairman Maier said the goal is to assign a department code to align expenses to each Committee. The Financial Consultant O'Mary will be sending out the procedures to be reviewed at next month's meeting.

d. Other Matters

2. Public Works Committee

a. Recommendation to Approve Perfect Cut's Stump Removal Proposal for \$1,800

Trustee Towne said during last months Board meeting, approval was given to move forward with Perfect Cut's stump removal at Oasis Park due to safety reasons. The stumps have been removed, black dirt and seeding have been spread too.

b. Recommendation to Remove Dangerous and Dead Trees from the Village's Right-of-Ways

Trustee Towne said a study is being completed on all of the Village's right-of-way trees to determine which dead trees or branches need to be removed. A final listing will be provided upon completion.

c. Update on the Light Study at the Southeast Corner of Old School Road and St. Marys Road to Add a Street Light

Trustee Towne said the Village is waiting on ComEd to complete their study and provide cost.

d. Recommendation to Study Improvements to Mettawa Lane

Trustee Towne said a few residents on Mettawa Lane have inquired if the Village can improve the entrance width to this road. The Committee is also considering if an emergency turn-around at the end of the road is needed. Trustee Towne commented to the residents on Mettawa Lane that nothing will be completed until a plan has been confirmed. Trustee Towne said he currently had no budget for this road repair. A new topography will be needed for the east end of Mettawa Lane. Village Engineer Scott Anderson said this road repair could be estimated between \$3,000 and \$4,000. This road repair will be discussed at the next Around the Town meeting.

e. Other Matters

3. Parks and Recreation Committee

Mayor Urlacher said nine emails were received from resident regarding the tree planting plans at Oasis Park. The Board members received copies of all nine emails. Mayor Urlacher added he also received five phone calls from residents regarding this matter.

a. Update on Tree Planting at Oasis Park

Trustee Sheldon said the Committee has struggled to reach a consensus on which trees to plant at Oasis Park. As Chairman, Trustee Sheldon enlisted on an expert's assistance for spring tree planting and the Board has already approved. A proposal was provided at the Committee meeting with trees that are available this fall to be purchased. Due to differencing of opinions at the Committee meeting, a motion was made at the meeting and seconded by Trustee Bohm that all tree planting plans be sent to the Board for their review.

b. Recommendation for a Bench Honoring Barry MacLean in Oasis Park

Trustee Sheldon said the Committee has approved the plans to purchase a bench in honor of Barry MacLean's contribution to the Village. Mayor Urlacher said this bench will mirror Bill Armstrong's bench in Whippoorwill Park.

c. Recommendation to Install a Mowed Path in Oasis Park

Trustee Sheldon said a consensus was taken by the Board to mow a path at Oasis Park and the results were in favor. Trustee Sheldon said a follow-up question was asked on how this path will be maintained for the rest of the year. Trustee Towne has offered to maintain this path to help provide equipment access for the tree planting project. Next year's maintenance expense will be added to the Village's property maintenance budget line item.

d. Recommendation to Approve the Collection of Buckthorn Removed by MOLA in an Amount Not to Exceed \$2,500

Trustee Sheldon stated MOLA is doing an exceptional job of clearing the buckthorn throughout the Village. Trustee Sheldon added the Committee decided to approve an annual amount for the pick-up and removal of the buckthorn from the held MOLA's events.

e. Other Matters

Village Administrator Irvin mentioned he had a procedural question regarding the agenda item, at what point will the tree planting plans for Oasis Park be discussed. Mayor Urlacher replied this matter will be deliberated under New Business.

4. Safety Commission

a. Status and Activity Update

Trustee Pink said another speed-trailer has been posted on Old School Road. Hopefully, the Village will be able to obtain data this time around. Trustee Pink asked the Board members if they would like to commence special details or if they would like to wait for the speed-trailer data to be received.

Village Administrator Irvin added the hourly rate for special detail will be \$63 an hour with a two-hour minimum. This hourly rate has been the same for the last 5 years; however, this rate may be adjusted later this year or next year. In the past, the Village decided on which days and times the deputy Sheriff would be working. The shifts would either begin after 7:00 am or 3:00 pm. Another difference in the agreement includes any fines or fees collected will be kept by the Sheriff's office. The one pending item we had was the insurance requirement. As a result, the Village does not need to name the Sheriff's office in the insurance; therefore, this requirement will be waived. The limitation of working hours has also been lifted.

Trustee Bohm asked if the Village could receive a report for the number of tickets issued. Village Administrator Irvin said yes, this information can be obtained.

Mayor Urlacher asked the Board if they would like to hold-off until the speed-trailers data is received to determine the level of special details the Village desires. Mayor Urlacher asked the Board to send any feedback to Trustee Pink regarding special details.

Village Administrator Irvin commented that the service time included 23-hours per week, the Village no longer needs these many hours to make an impact. Trustee Pink added the number of hours are not needed every week nor do we need to select the same work days.

Trustee Pink said Criminal Justice Citizens Counsel has been formed to address many mental issues throughout the community. These meetings will be held quarterly and they are open to the public. The first meeting will be held at the Waukegan Library. Trustee Pink will be attending this meeting. Mayor Urlacher asked that the Village Clerk be provided additional information to be included in our Friday's communication.

Trustee Pink said 164 incidents were reported for the last three months. Last year, the same period had a account of 186. Village Administrator Irvin said he will provide details of which areas within the incident report have shown decreases.

5. Zoning, Planning and Appeals Commission Report

a. ZPA's Public Hearing on October 8th

Village Attorney Rhodes said the ZPA will be holding a public hearing on October 8th as a result of completing the review of the comprehensive zoning code documents provided by Arista Strungys from Camiros. Mrs. Strungys provided the two final documents to be discussed at the public hearing. The final ZPA recommendations documents have been posted on the Village website for the residents to read. The Daily Herald published the Village's notification of the public hearing on September 12, 2019.

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

1. Mayor's Report

a. Discussion of Recreational Cannabis Business Regulations

Mayor Urlacher stated the Board members received a package from KTJ regarding frequently asked questions and answers regarding the cannabis regulations. The Mayor received a consensus from the Board to draft an ordinance regarding recreational cannabis for the next meeting. This matter can be readdressed after 6-

months. Village Attorney Rhodes advised this ordinance would address the sale and cultivation among other factors related to cannabis in the Village. Mayor Urlacher said Village Attorney Rhodes will draft an ordinance to be voted on at the next Board meeting.

b. Update on the Village Picnic

Mayor Urlacher said the Village Picnic was held on August 24th and the outcome was great. This picnic resulted in the highest resident attendance and the weather was beautiful.

c. Building Report

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

d. Other Matters

e. Village Administrator's Report

Village Administrator Irvin said at the July's Board meeting the ordinance for the Keeping and Raising of Chickens was approved. Since this approval, the Village Newsletter and alerts have been communicated to residents regarding the guidelines and the chicken application. Two applications have been received since; one has been withdrawn. Village Administrator Irvin asked the Board how they would like to proceed on those residents who have not submitted their applications and we are aware they are in possession of chickens. Village Attorney Rhodes commented that the residents should be sent a notice directly indicating the recent ordinance approved. Village Administrator Irvin said we will send out the applications to the residents.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of Perfect Cut's Stump Removal Proposal for \$1,800

It was moved by Trustee Towne and seconded by Trustee Bohm to approve Perfect Cut's stump removal proposal for \$1,800.

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 a Tree Planting Plan at Oasis Park

It was moved by Trustee Maier and seconded by Trustee Towne to approve of tree planting plans at Oasis Park.

Mayor Urlacher said two plans of tree planting have been provided to the Board. One plan should be considered tonight. Several residents have weighed in on native versus non-native tree planting.

Trustee Sheldon said Attachment B has a list of 53 trees. It appears Trustee Bohm's tree plans is utilizing Poul's Nursery proposal tree pricing. As a result, some agreement of tree selection has already begun.

Trustee Bohm said Attachment B was a result of a meeting with Drew Johnson about the placement of the trees. Attachment B tree listing is all native trees. Trustee Bohm said he was content with the caliber of trees that were listed on Poul's Nursery. Trustee Bohm said the disagreement pertains to planting native versus non-native trees. Trustee Sheldon said the reasoning behind including some of the trees is due to availability of that nursery. Trustee Sheldon said the change to my list is due to the timing of fall versus spring tree planting. Trustee Bohm said we need to begin with determining which type of trees will be planted native or non-native. Trustee Sheldon said the Bruce Spruce trees were listed to be added at the top of the berm. Trustee Sheldon said she sought out expert landscapers advise to determine which were the best trees to plant. Trustee Sheldon added Bruce Spruces were also planted at Whippoorwill Park to help protect the area for the residents.

Trustee Brennan commented the Board should begin with voting to determine if the planting should only include native or non-native trees in order to move forward.

Resident, Roberta Bohm (600 Riverwoods Road) said she would like native plantings to be added to the common areas of the Village. After determining the type of plantings and then the timing of when they will be planted can be finalized.

Resident, Peter Liphardt (705 N. Bradley Road) said he attended the Committee meeting last month. At this meeting two experts and Larry Falbe were in attendance and they decided on which trees should be planted based on their expertise. We should let the experts determine the trees even if they are non-native trees to be planted.

Resident, Adam Lyons (735 N Bradley Road) said if the plantings have been decided by a professional, we should understand they have selected those trees for a purpose.

Resident, Carol Armstrong (765 N. Bradley Road) said she had her property accessed for conservancy and she was told as long as 65-75% are native plants, conversation would be obtained.

Resident, Patty Cork (26453 N Farwell Road) said the experts developed their tree plantings proposals based on the guidance they received.

Trustee Sheldon said she did not direct Drew Johnson to select one type of tree over another. Trustee Sheldon directed Mr. Johnson to draw-up the best plan for the Oasis Park.

Trustee Brennan said the Board needs to decide on a policy of what plantings will be allowed on the Village property.

A resident from Hamilton Estates subdivision stated a diversity of trees is ideal for the succession of trees surviving and not being dependent on only one type.

Trustee Bohm mentioned that the Village history within the Comprehensive Plan and the strategic plan contains the support to native plants throughout the Village.

Trustee Towne commented the landscaping that was completed at Costco includes native and non-native plantings and it resulted in a great visual. Trustee Towne said even some tree sources struggle to classify which species are native versus non-native trees.

Trustee Bohm said the Morton Arboretum can be the Village's source to distinguish between the trees.

Mayor Urlacher said he would like a consensus to determine if the Village properties plantings should contain native or non-native trees. The consensus was 4-2, for native trees on Village property.

Trustee Sheldon said Poul's Nursery proposal includes what trees are available to be planted. Trustee Pink said we can substitute from the Poul's listing to ensure we have a native tree.

Mayor Urlacher commented the Board will now vote on which source will be utilized to determine the trees species, Morton Arboretum or the State of Illinois website. The consensus was 3-1, for the Morton Arboretum. Trustee Sheldon abstained from voting and Trustee Towne voted for a different source.

Village Administrator Irvin said the Morton Arboretum is only a resource for the trees. The trees will be purchased from Poul’s Nursery.

A motion was made to approve the tree planting at Oasis Park using Morton Arboretum as the site to classify which trees are native species.

Village Administrator Irvin said the Board will need to determine what will be planted at the Oasis Park. The Board can not vote on a policy change given the agenda did not include the agenda item.

Trustee Bohm said he would like to approve Attachment A dated September 11, 2019 with a few changes. Trustee Bohm said he objects to London Plane tree and Colorado Blue Spruce which can be substituted with an Arborvitae.

A motion was made to approve Attachment A first page only, tree plantings with the removal of the London Plane and the Colorado Spruce trees. The motion was made by Trustee Bohm and seconded by Trustee Towne.

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 of a Bench Honoring Barry Maclean in Oasis Park

It was moved by Trustee Maier and seconded by Trustee Bohm to approve a bench honoring Barry Maclean in Oasis Park.

Trustee Bohm asked if the Board would consider renaming the trail at Oasis Park in honor of Barry Maclean. Mayor Urlacher said he had an idea of honoring Barry Maclean given the 37 years of service he has contributed to the Village. The Trustees were in agreement with the Mayor’s gesture and action to honor Barry Maclean.

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 the Installation of a Mowed Path in Oasis Park

It was moved by Trustee Maier and seconded by Trustee Sheldon to approve the installation of a mowed path in Oasis Park.

Upon a call of the roll, the following voted:

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

Nay: None

Abstain: Trustee Bohm

Mayor Urlacher declared the motion carried.

e. Approval of the Collection of Buckthorn Removed by MOLA in an Amount Not to Exceed \$2,500

It was moved by Trustee Bohm and seconded by Trustee Sheldon to approve the collection of buckthorn removed by MOLA in an amount not to exceed \$2,500.

Upon a call of the roll, the following voted:

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

Nay: None

Abstain: None

Mayor Urlacher declared the motion carried.

J. EXECUTIVE SESSION

At 8:43 p.m., it was moved by Trustee Towne and seconded by Trustee Bohm to adjourn the meeting into Executive Session to discuss potential land sale, land acquisition, possible 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 9:27 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, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also, present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd;

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 Bohm that the meeting be adjourned.

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 and the meeting adjourned at 9:28 p.m.

Sandy Gallo, Village Clerk