

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 JANUARY 21, 2020 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: Trustee Bohm

Mayor Urlacher declared a quorum present.

Also, present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Attorney, Carmen Forte of Klein Thorpe & Jenkins, Ltd; Financial Consultant, Dorothy O'Mary; Village Treasurer Carol Armstrong and Representative from James Anderson Company, Scott Anderson

C. APPROVAL OF MINUTES:

Board Meeting Minutes: December 17, 2019

The Village Board meeting minutes were reviewed. It was moved by Trustee Brennan and seconded by Trustee Maier that the minutes of the Board Meeting of December 17, 2019 be approved and be placed on file.

Trustee Sheldon and Towne requested the December Board meeting audio recording.

Upon a call of the roll, the following voted:

Aye: Trustees Brennan, Maier and Pink

Nay: None

Abstain: Trustees Sheldon and Towne

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

Trustee Maier reported the bills amount to be paid this month is \$ 1,321,517.56. This month's bills include the retirement of the General Obligation bond Series 2011 in the amount of \$1,051,037.52. Another large payout includes the refund payment for SSA#2 levy collection in the amount \$156,155.12.

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 Brennan, Maier, Pink, Sheldon and Towne

Nay: None

Absent: Trustee Bohm

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 December 2019.

It was moved by Trustee Brennan and seconded by Trustee Sheldon that the Board acknowledges receipt of the December 2019 Treasurer's Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

Tom Lys asked a procedure question. Mr. Lys questioned on how Trustee Pink was able to vote on the December Board meeting minutes when she was not in attendance. Village Attorney Forte replied approval of the minutes themselves are a summarization of what occurred at that meeting. The approval process is not a ratification of any action that was taken at the meeting. Village Attorney Forte replied we are not in a court of law and everyone is allowed to vote. Village Attorney Forte said it is a common misconception of this ruling.

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

1. Finance Committee

- a. Update on the Property Assessment in the Village

Trustee Maier said he and Trustee Towne will be meeting to discuss the framework on the assessments of the Village.

b. Recommendation to Amend the Agreement with Klein, Thorpe and Jenkins

Trustee Maier said the Village was provided two options for the KTJ monthly billing. One option was to reduce the monthly retainer or to be billed hourly. Trustee Maier added that Financial Consultant O'Mary provided an analysis starting 2014 showing the monthly retainer billed amount versus the actual value of work completed. The Village is able to see the hourly difference due to KTJ invoice reflecting actual hours worked for the month. The Finance Committee decided to approve the hourly billing option with KTJ. Trustee Maier suggested the Board amend the KJT contract to reflect an hourly basis billing.

c. Other Matters

2. Public Works Committee

a. Update on the Right-of-Way Trees and Stump Removal Proposals

Trustee Towne said the Village received 5 bidders. The lowest bidder was Canopy Tree Specialist. The Committee recommended to delay this project to the February meeting to discuss the crossover work with Dunlap ROW maintenance. The Committee would also like to review the expenses charged by James Anderson for this project.

Trustee Brennan mentioned the tree and stump removal work was sent out to bidders as a winter project. As a result, Trustee Brennan would like to move forward and vote on this proposal at tonight's meeting as the lowest bidder to allow the work to be completed by April 1st. Trustee Brennan added the price is reasonable and the bidder won the contract.

Trustee Towne added the project is not necessarily a winter job and the deadline can be extended. Village Administrator Irvin added the contract indicated the work would need to be completed by April 1st. Trustee Towne added the Committee's concern was the total amount of dollars already spent to determine this work. Trustee Towne said the primary proposal was to remove dead trees in the right-of-way that posed safety problems for the winter. Several add-ons such as stump removal and the clearing of trees in the right-of-way were included. During the Committee meeting, it was discussed if clearing of trees would be included in the Dunlap contract.

Trustee Pink asked Village Engineer Scott Anderson if he had a total of what JACO has billed the Village for this project to date and he did not have the information for this meeting as it had been requested for next month's committee meeting.

Mayor Urlacher said this matter will be voted on later in the meeting under New Business, to move forward with the work. Trustee Towne said this matter needs to be handled by Committee. Mayor Urlacher said we will not wait, we are not going to reject all the received bids and then rebid this work. Trustee Towne spoke to the Canopy Tree owner Bud Clark. Bud said he would like to start this work the first week of February. Trustee Pink mentioned she wanted to wait to see what the JACO expenses were for this project prior to moving forward but she understands the deadline date. Trustee Towne indicated he would have liked Trustee Brennan to have called him on her intentions on voting for this project to move forward.

b. Update on the Solar Energy in the Village

Trustee Towne indicated the topic of solar energy has been mentioned in several Village meetings. As a result, he has reached out to resident Rene Ruppe who participated in the design for the solar service program at Oakton Community College for their whole campus. Mrs. Ruppe's daughter works for ComEd and as a result she will be attending the February 12th Committee meeting to give a presentation on what energy savings can be communicated to the residents.

c. Other Matters

Trustee Towne said snowplowing and salting is keeping the Village streets safe.

3. Parks and Recreation Committee

a. Update on Long-Term Stewardship for Oasis Park and Bradley Nature Areas

Trustee Sheldon said the Committee was granted approval to meet and discuss with a few contractors about the ongoing care for these areas. The Committee received a few proposals on the morning of the meeting day. These proposals will be further discussed at the February Committee meeting.

b. Recommendation to Approve Poul's Nursery Watering Proposal for Oasis Park for \$600 per Visit

Trustee Sheldon mentioned Poul's Nursery submitted a proposal to water the 55 trees planted last year. The watering proposal amount is per visit to deep root water the trees. The Committee recommends the approval of this proposal.

c. Update on the Buckthorn Removal at Riverwoods Boulevard and Bradley Road

Trustee Sheldon said during Committee it was questioned if the HOA would approve the exposure if the buckthorn was removed. In addition, this project is being discussed if MOLA can complete this job or if the Village will consider clearing the buckthorn themselves.

d. Update on Restoration In-Progress Sign at Oasis Park

Trustee Sheldon said she has asked Trustee Bohm to provide the cost, the size and the location of the sign for the next Committee meeting.

e. Recommendation to Approve a Proposal from ILM for Removal of Woody Invasive Vegetation in Whippoorwill Park in an Amount Not to Exceed \$3,200

Trustee Sheldon said the Committee made a recommendation to approve the ILM proposal of \$3,200 to remove the woody invasives at Whippoorwill Park.

f. Update on the Replacing Dead Trees at Korhumel Home Site

Trustee Sheldon said no dead trees are being replacing at the Korhumel Home site. In the spring, any dead trees will be removed.

g. Update on Renaming Oasis Park to Honor Barry MacLean

Trustee Sheldon said the Committee discussed dedicating an area of the park to Barry Maclean. Trustee Sheldon indicated during the meeting Trustee Pink asked if the park could retain the two newly purchased trail signs. The Committee discussed dedicating an area to Barry Maclean. This would allow the Oasis Park signs to remain. Trustee Sheldon indicated she would like the Board to give a consensus on the renaming of the park. Trustee Sheldon has made several calls to Barry Maclean to receive his feedback on the renaming portion but has not heard from him.

Mayor Urlacher said the two-naming schemes that are being considered would be, Barry Maclean Preserve or the Barry Maclean Preserve at Oasis Park. Trustee Brennan said she would like to consider the Maclean Preserve at Oasis Park. Mayor Urlacher said the Board is currently waiting to hear from the Village Attorney on the name change impact to the Village. Trustee Sheldon added the dedication will be done once the bench is in place and the weather improves to hold the event at the park. Trustee Sheldon suggested that the bench be placed in the pollinator garden.

Village Administrator Irvin mentioned he wanted to receive the consensus on the final naming. Trustee Sheldon said she approved of the Maclean Preserve at Oasis Park name. The Board members agreed.

h. Other Matters

4. Safety Commission

a. Status and Activity Update

Trustee Pink said the Sheriff's office has completed one year of their program for people who have mental illness called COST, Crisis Outreach and Support Team. The goal of this program is to provide resources and reset offenders to rehabilitation versus jail.

Trustee Pink spoke of the Costco burglary and the two residents' events. The Village has been fortunate to not experience ongoing issues such as these. Trustee Pink mentioned she would like to be proactive in considering having the deputies support the Village or have Howe Security increase their weekly hours.

Trustee Pink spoke to the Board about an option on addressing speeding issues by considering battery operated or solar power speed limit signs. Trustee Pink asked the Board if they would like her to do further research on the speed limit signs. Village Administrative Irvin said he completed the speed limit signs research last year for the Board. He will pass along the cost detail to Trustee Pink. Trustee Maier indicated the solar panels he saw last year in Libertyville are no longer posted. Trustee Maier suggested to talk to Libertyville to see if the posted signs brought reduction in speeders.

Trustee Pink reminded the residents to dial 911 in case of an emergency and not Howe Security.

Resident, Dr. Fantus (14253 N. Riteway Rd) asked if the Village received an update on the coyotes within the area. Mayor Urlacher said he had no update. Trustee Sheldon said Deerpath Farm a few years ago hired a hunter to reduce the count. Mayor Urlacher advised the residents to call Howe Security if they are around, if not call 911 if you fear the coyotes will attack.

5. Zoning, Planning and Appeals Commission Report

Mayor Urlacher reminded the attendees that the next meeting is scheduled for February 4th in the Cottonwood room. All residents are encouraged to attend.

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

1. Mayor's Report

a. Resolution Commemorating Pam Fantus as Village Treasurer

Mayor Urlacher said late last year Pam Fantus stepped down as Village Treasurer and was appointed to Zoning, Planning and Appeals Commission. Pam volunteered numerous hours to the property tax rebate program and we would like to recognize her efforts by commemorating her. Thank you, Pam, for all your volunteering hours devoted to the Finance Committee.

b. Recommendation to Approve the Proposal from Canopy Tree for the 2020 Tree and Stump Removal Program in an Amount Not to Exceed \$23,750

Mayor Urlacher said this proposal will be voted on under New Business.

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 mentioned the next Village Newsletter is currently in the makings and it will be sent out the last week of January.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of an Ordinance Granting a Special Use Permit for a Guest House for the Property Commonly Known as 27555 N. Penny Lane, Mettawa

It was moved by Trustee Towne and seconded by Trustee Maier to approve the ordinance granting a special use permit for a guest house for the property commonly known as 27555 N. Penny Lane, Mettawa.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

b. Approval of the Poul's Nursery Watering Proposal for Oasis Park for \$600 per Visit

It was moved by Trustee Towne and seconded by Trustee Brennan to approve the Poul's Nursery watering proposal for Oasis Park for \$600 per visit.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

c. Approval of the ILM Proposal for Removal of Woody Invasive Vegetation in Whippoorwill Park in an Amount Not to Exceed \$3,200

It was moved by Trustee Maier and seconded by Trustee Pink to approve the ILM proposal for removal of woody invasive vegetation in Whippoorwill Park in an amount not to exceed \$3,200.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

d. Approval of a Resolution Commemorating the Public Service of Pam Fantus to the Village of Mettawa

It was moved by Trustee Maier and seconded by Trustee Brennan approving the resolution commemorating the public service of Pam Fantus to the Village of Mettawa.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried.

e. Approval of an Amendment to the Agreement with Klein, Thorpe and Jenkins LTD

It was moved by Trustee Maier and seconded by Trustee Brennan to approve the amendment to the agreement with Klein, Thorpe and Jenkins LTD

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

f. Approval of the Proposal from Canopy Tree for the 2020 Tree and Stump Removal Program in an Amount Not to Exceed \$ 23,750

It was moved by Trustee Towne and seconded by Trustee Maier to approve the proposal from Canopy Tree for the 2020 tree and stump removal program in an amount not to exceed \$23,750.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- J. EXECUTIVE SESSION**
- K. CALL TO RECONVENE**
- L. ROLL CALL**
- 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 Maier that the meeting be adjourned.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Bohm

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:16 p.m.

Sandy Gallo, Village Clerk