

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON AUGUST 15, 2023 AT THE HILTON GARDEN INN COTTONWOOD ROOM

A. CALL TO ORDER

Mayor Urlacher called the meeting to order at 7:00 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Maier, Pelech, Smolic, Towne and Mayor Urlacher

Absent: Trustee Clark

Mayor Urlacher declared a quorum present.

In Attendance: Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd; Village Administrator, Mandi Florip; Village Clerk, Sandy Gallo; Representative from James Anderson Company, Scott Anderson; Village Treasure, Amy Weiland; Representative of Sikich, Brian LeFevre

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of July 18, 2023

The Village Board reviewed the Regular Board meeting minutes of July 18, 2023. It was moved by Trustee Smolic and seconded by Trustee Maier that the minutes of the Regular Board meeting of July 18, 2023 be approved and be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Absent: Trustee Clark

Mayor Urlacher declared the motion carried.

D. APPROVAL OF THE BILLS

Trustee Maier indicated the Committee has reviewed and approved of the bills being presented for payment. The bill total for this month is \$98,612.72.

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:

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Absent: Trustee Clark

Mayor Urlacher declared the motion carried and the bills will be paid.

E. TREASURER’S REPORT

Sikich Representative, Brian LeFevre presented the July 31, 2023 Treasurer’s Report. Mr. LeFevre stated the Funds on Deposit amount has been reduced as the Grainger real estate transaction was completed. Along with the General Fund account under Capital Projects, the land acquisition reflects the recent \$5,620,000 amount. All other expenses are tracking properly.

It was moved by Trustee Maier and seconded by Trustee Towne that the Board acknowledge receipt of the July 31, 2023 Treasurer’s Report and it will be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Absent: Trustee Clark

Mayor Urlacher declared the motion carried.

Residents Present: Liz Lenoard, Jen Zenko, Pam Fantus, Kathy Rand and Peter Ritsos

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be heard not listed elsewhere on this Agenda

Resident, John Zenko 26429 N. St. Marys Road indicated he has lived in the village for over 40 years. Mr. Zenko commemorated the Board for all their hard work. Mr. Zenko indicated as the village is in a state of being very financial stable. As a result, he would like the dead trees on public property to be removed throughout the village. Trustee Smolic responded both Committees will be discussing the dead tree removal program next month. Various trees on the village right-of-way and parks will be cutdown during the winter season. Mr. Zenko stated the village also has a serious issue with the increasing number of coyotes.

2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

a. Update on the FY2022-2023 Audit

Trustee Maier stated the audit is moving along. The punch list had been addressed and the audit will be completed by Monday as the final documents will be submitted.

b. Update on the 2023 Tax Rebate Program

Trustee Maier indicated the Village Treasurer has received 56 applications thus far.

c. Update on the James Anderson Company Issuance of Commercial Permits

Trustee Maier stated the Committee reviewed the revenue breakdown received from commercial permits in the amount of \$137K. No issues were reported.

d. Other Matters

2. Public Works Committee

a. Update on the Village's Culvert Listing for Cleaning

Trustee Smolic stated two culverts were replaced last month. The Northwoods Lane and the Old School Road culverts and they are working well. Trustee Smolic added the Committee received a large list of culverts from James Anderson Company. The Committee has asked JACO to dwindle down the list to the worse culverts for that require immediate action. The list will be further discussed next month. Village Engineer Scott Anderson added the list will be addressed by those that need to be cleaned out by pressure washer. After these culverts are cleaned, they will be revisited to determine their integrity.

b. Recommendation to Approve the Lowest Bidder Chicagoland Paving Contractors Inc. for the Little St. Marys Road Culvert and Paving Along with Paving the Portion of Little Melody Lane in Mettawa in the Amount of \$255,000

Trustee Smolic indicated the Committee reviewed the bid tabulation for the two paving jobs. The Chicagoland Paving Contractors was the lowest bidder. Village Engineer Scott Anderson stated he approves of this contractor as the village has worked with them in prior years.

c. Recommendation to Approve the Lowest Bidder Forest Builders Inc., for the 2023-2024 Snow Plowing Services

Trustee Smolic stated the Committee approves Forest Builders Inc., as the lowest bidder for the snow removal program.

d. Update on the Hey & Associates Inc., Design Work for the MacLean Preserve at Oasis Park

Trustee Smolic stated Hey & Associates Inc., has validated they will be able to complete 65% of the design work in order to submit for a grant.

e. Other Matters

Trustee Smolic stated IDOT has been approached for a Do Not Block sign to be placed at the entrance of Deerpath Farms on Bennett Road. Within a month of the request, IDOT placed the requested signs and the residents are pleased of the outcome.

3. Parks and Recreation Committee

Mayor Urlacher stated the Parks and Recreation Committee did not meet for the month of August. The Committee will meet in September.

a. Other Matters

4. Public Safety

a. Other Matters

Trustee Towne indicated the village has been quiet, no activity to report. Trustee Towne stated residents should be driving the speed limit as the Village of Lincolnshire has begun to issue tickets for speeding. Communication has been sent to the residents and Forest Haven subdivision to watch their speed limit. Resident, Peter Ritsos asked if the Village received the revenue from the issued tickets. Mayor Urlacher replied no; however, Lincolnshire is a greater savings from the Lake County Sheriff's special detail service.

5. Zoning, Planning and Appeals Commission Report

Mayor Urlacher announced there is nothing to report for ZPA.

a. Other Matter

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Adoption of the Lake County Watershed Development

Mayor Urlacher stated on July 11th the Lake County adopted amendments to the Watershed Development Ordinance. The Village is adopting the Watershed Development Ordinance as its Stormwater Management Ordinance. The last amendment was adopted on October 13, 2020. In order to remain in good standing in the FEMA National Flood insurance this amendment will need to be approved.

b. Village Picnic

Mayor Urlacher reminded everyone the Village picnic will be held this Saturday, August 19th from 11:00-2:00 pm at Whippoorwill Park. Parking will be available on-site weathering permitting.

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

Mayor Urlacher added AbbVie will be hosting an employee luncheon in their parking lot on August 24th. St. Basil Church will be holding their annual Taste of Serbia festival on September 2nd and 3rd. The mayor added Lake County Sheriff's Department has been hired to patrol the event. Please be sure to call 911 to report any issues.

e. Village Administrator's Report

Village Administrator Florip commented the audit has been moving along. The Village of Lincolnshire started their patrol shifts on August 14th. They are excited to work with Mettawa. In addition, she was very excited to see the number of bids that were received for the bid opening on August 7th.

2. UNFINISHED BUSINESS

Mayor Urlacher added the following two items will remain tabled and are not part of the Consent Agenda approvals.

- a. A Motion to Remove from the Table an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies
- b. Discussion of an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies

3. SELECTION OF CONSENT AGENDA

The Chair would like to entertain establishing a consent agenda for any or all the items listed under New Business on the agenda. The mayor asked if there were any items listed under the New Business that a Trustee does not wish to approve under the Consent Agenda.

- a. Approval of the Lowest Bidder Chicagoland Paving Contractors Inc., for the Little St. Mary’s Road Culvert and Paving Along with Paving the Portion of Little Melody Lane in Mettawa in the Amount of \$255,000
- b. Approval of the Lowest Bidder Forest Builders Inc., for the 2023-2024 Snow Plowing Services
- c. Approval of an Ordinance Adopting by Reference the Lake County Watershed Development Ordinance

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the following agenda items by the consent agenda.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Absent: Trustee Clark

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Maier and seconded by Trustee Towne to approve the following agenda items by the omnibus vote.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Absent: Trustee Armstrong

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

The motion was made by Trustee Armstrong and seconded by Trustee Pelech. With no further business to conduct, the meeting was adjourned by Ayes.

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Absent: Trustee Clark

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:22 p.m.

Sandy Gallo, Village Clerk