

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, OCTOBER 15, 2013, 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 Armstrong, Lane, Maier, Towne and Mayor Urlacher

Absent: Trustees Brennan and Clark

Mayor Urlacher declared a quorum present.

Also present: Village Administrator Bob Irvin; Scott Anderson, representative of the firm of James Anderson Co., Attorneys James V. Ferolo and Gregory T. Smith of Klein Thorpe & Jenkins, Ltd.; Village Clerk, Cathy Nelson, and Financial Consultant, Dorothy O'Mary

C. APPROVAL OF MINUTES

1. Regular Meeting of the Mayor and Board of Trustees: [September 17, 2013](#)

It was moved by Trustee Maier, seconded by Trustee Lane that the minutes of the Regular Board Meeting of September 17, 2013 be approved as presented.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Lane, Maier, and Towne

Nay: None

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

D. APPROVAL OF BILLS

1. Bills Submitted for Payment

And

2. Other Bills Paid by the Village treasurer in Anticipation of this meeting.

It was moved by Trustee Maier, seconded by Trustee Lane to approve bills submitted for payment and other bills paid by the Village Treasurer in anticipation of this meeting for a total amount of \$317,446.65.

Upon a call of the roll, the following voted:
Aye: Trustees Armstrong, Lane, Maier, and Towne
Nay: None

Mayor Urlacher declared the motion carried.

E. TREASURER'S REPORT

Presentation of the Monthly Report for the Month of September, 2013

It was moved by Trustee Lane, seconded by Trustee Maier that the Board acknowledge receipt of the September, 2013 Treasurer's Report and place it on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Mayor Urlacher declared the motion carried.

Mayor Urlacher informed the Board that at the end of August the Village showed a cash surplus of \$110,174.00

F. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be Heard Not Listed Elsewhere on This Agenda: Resident Roberta Bohm of 600 Riverwoods Road congratulated Mayor Urlacher on his induction into the Lake Forest College Football Hall of Fame.
2. Written communications of citizens to be read: There were no written communications to be read.

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

1. Finance Committee

a. Update: Tax Rebate

Trustee Maier updated the Board on the Rebate progress and requested that all eligible residents please read the application carefully to prevent delays due to submitting wrong information

After discussion it was unanimously agreed to issue the residents' rebate in one payment. This item will be formally voted upon at the next Board meeting.

b. Update: Audit

Trustee Maier reported that the audit was wrapping up and has been more detailed that last year.

c. Other Matters: Mayor Urlacher complimented the Committee on its work and informed the Board that the Village credit rating is AA2.

2. Public Works Committee

- a. Recommendation to Approve a Proposal From Forest Builders, Inc. of Lake Bluff, Illinois For “Proposal A”: to Install pulverized topsoil, grade, fertilize, Seed And Blanket Adjacent to New Pavements In Lake Forest Meadows Subdivision, with the Landscaping to be an Average of Two (2) Feet Wide in Most Cases with an Estimated 1,900 Square Yards of Landscape Work in the Amount of \$15,000.00.

It was moved by Trustee Armstrong, seconded by Trustee Towne to approve A Proposal From Forest Builders, Inc. of Lake Bluff, Illinois For “Proposal A”: to Install pulverized topsoil, grade, fertilize, Seed And Blanket Adjacent to New Pavements In Lake Forest Meadows Subdivision, with the Landscaping to be an Average of Two (2) Feet Wide in Most Cases with an Estimated 1,900 Square Yards of Landscape Work in the Amount of \$15,000.00.

After brief discussion and upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Lane, Maier and Towne

Nay: None

Mayor Urlacher declared the motion carried.

- b. Other Matters:

Trustee Armstrong updated the Board on the joint meeting of the Public Works and Parks and Recreation Committees to discuss Village Hall options and the possible demolition of the “Dreikosens” home purchased for that purpose. The Committee recommended Eagle Biomass for this project and a formal proposal and recommendation will be presented at the November Board meeting.

Discussion ensued on options for a Village Hall/office/centralized storage facility and Trustee Towne put forth an idea for potential storage/clerk office space. He questioned whether the Board should revisit the Gardner Day Care Center option previously considered for the “Restaurant” Property on Riverwoods Boulevard as a shared building for the Village office as a ground lease.

Attorney Ferolo stated that the annexation agreement does not end until 2016 and that all parties would have to agree and the zoning changed which would be an uphill battle.

Mayor Urlacher stated that he believed the Village should not sell that parcel and the Day Care option should not be reconsidered.

3. Parks and Recreation Committee

- a. Recommendation to Approve a Proposal from Integrated Lakes Management, Inc. of Waukegan, Illinois for a Prescribed Burn at Whippoorwill Farm Preserve, Mettawa in the Amount of \$3,600.00

It was moved by Trustee Armstrong, seconded by Trustee Lane to approve a Proposal from Integrated Lakes Management, Inc. of Waukegan, Illinois for a Prescribed Burn at Whippoorwill Farm Preserve, Mettawa in the Amount of \$3,600.00.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Lane, Maier and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- b. Update: Whippoorwill Farm Preserve and Oasis Berm Projects
Trustee Towne reported that the second half of the Berm at Whippoorwill Park and the former house site will be seeded on October 23, 2013, weather permitting. He also reported that the Oasis Park Berm is under construction with few complaints to date.
 - c. Other Matters: No other matters were presented for discussion
4. Safety Commissioner
 - a. Update by Mayor Urlacher in Trustee Clark's absence.
Mayor Urlacher reported that there was no bomb found in the car at the BMW Open Golf Championship as first reported.
There have been two minor burglaries. In one case the suspect was caught within 12 hours of the incident thanks in part to the good work of Howe Security.
 - b. Other Matters:
Mayor Urlacher reported that Trustee Clark is continuing the investigation into obtaining CRP equipment for our Security truck.
 5. Zoning, Planning and Appeals Commission
 - a. No items presented for discussion.

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

1. Mayor's Report

- a. Recommendation to Approve a Contract Addendum With a Rate Increase for Howe Security of Lake Bluff, Illinois to be Effective October 1, 2013

It was moved by Trustee Lane, seconded by Trustee Armstrong to approve a Contract Addendum With a 3% Rate Increase for Howe Security to be Effective October 1, 2013

Discussion ensued regarding making the addendum long term with a cap or to keeping it short term. It was agreed that at this time, short term was the best way to go.

Upon a call of the roll, the following voted:

Aye: Trustee Armstrong, Lane, Maier and Towne
Nay: None

Mayor Urlacher declared the motion carried

- b. Update: BMW Golf Championship Debriefing

Mayor Urlacher reported that a productive meeting was held at resident Tom Lys' home to discuss the issues that affected the Village and things that could be done better if the Championship were to be held here in 2015. He stated that the Western Open Staff is willing to meet with the Village prior to the next event and he wants to push for an early meeting rather than last minute. The estimated total attendance is 131,000.

- c. Recommendation to Approve a Motion to Waive The Six-Month Review of Village Administrator Bob Irvin and Confirm His Part-Time Contract as Village Administrator Through December 31, 2015.

It was moved by Trustee Armstrong, seconded by Trustee Maier to Approve a Motion to Waive The Six-Month Review of Village Administrator Bob Irvin and Confirm His Part-Time Contract as Village Administrator Through December 31, 2015.

After positive input regarding Mr. Irvin's contribution and upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Lane, Maier and Towne
Nay: None

Mayor Urlacher declared the motion carried

d. Building Report

Mayor Urlacher thanked Trustee Towne and Mr. Anderson for their report and with no questions being asked, placed it on file.

e. Village Administrator's Report

Village Administrator Bob Irvin updated the Board on:

- i. The Integrys Electricity Savings Program thru the Metropolitan Mayors Caucus giving a 6% break on electricity through June, 2014. A Link is on the Village Website
- ii. Administrator Irvin reported that he spoke with the Lake County Forest Preserve regarding the dead trees on the clear-cut area south of Route 60 by W.W. Grainger property. The Ranger indicated that the practice is to let the felled trees remain for habitat protection, but Mr. Irvin requested that the area be reviewed for safety issues of dead trees that are still standing.
- iii. Administrator Irvin reported that the BMW debriefing meeting went well and there is a good chance they will come back in two years. They are investigating solutions to the traffic and parking issues. Resident Denis Bohm of 600 Riverwoods Road inquired as to whether the Club members were in favor of hosting the event again and Mr. Irvin responded that he believed they are.
- f. Other Matters: None presented for discussion

2. UNFINISHED BUSINESS: None presented for discussion

3. NEW BUSINESS

Mayor Urlacher stated that action has been taken on items "a" through "d" earlier in the meeting

I. EXECUTIVE SESSION:

At 8:12 p.m. the meeting Mayor Urlacher entertained a motion to adjourn the meeting to Executive Session to discuss pending, probable and imminent litigation; land acquisition, section (c) (5): "The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired: and review of Executive Session Minutes. It was so moved by Trustee Armstrong, seconded by Trustee Maier

Upon a call of the roll, the following voted:

Aye: Trustees, Armstrong, Lane, Maier and Towne

Nay: None

Mayor Urlacher declared the motion carried and the Board recessed to Executive Session

J. CALL TO RECONVENE

At 9:11 PM Mayor Urlacher reconvened the public portion of the meeting.

K. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Lane, Maier Towne and Mayor Urlacher

Absent: Trustees Brennan and Clark

Also present: Attorneys James V. Ferolo and Gregory T. Smith of Klein, Thorpe & Jenkins and Village Clerk, Cathy Nelson and Administrator Bob Irvin

L. MATTERS REQUIRING ACTION AS A RESULT OF THE EXECUTIVE SESSION

No matters presented requiring action

M. ITEMS TO BE REFERRED:

- i. The issuing of a single rebate check to residents this year is referred to the Finance Committee for recommendation at the November Board meeting.

N. FOR INFORMATION ONLY: No items discussed

O. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Armstrong, seconded by Trustee Maier that the meeting be adjourned.

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:16 PM.

Cathy Nelson, Village Clerk