

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, JANUARY 21, 2014 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, Brennan, Clark, Lane, Maier, Towne and Mayor Urlacher

Absent: None

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, Treasurer Lisa Dieter and Financial Consultant, Dorothy O'Mary

C. APPROVAL OF MINUTES

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

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

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, 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 \$993,677.45.

Trustee Maier informed the Board that the invoice from IDOT for re-construction of the Rt. 60 bridge over the Toll Road is not being paid with this months' bills.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Lane, Maier, and Towne

Nay: None

Mayor Urlacher declared the motion carried.

Mayor Urlacher informed the Board that at the end of December 2013, the Village showed a cash surplus for fiscal year 2013-14 of \$813,021.00

E. TREASURER'S REPORT

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

It was moved by Trustee Maier, seconded by Trustee Brennan that the Board acknowledge receipt of the December, 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.

F. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be Heard Not Listed Elsewhere on This Agenda: No one wished to be heard:
2. Written communications of citizens to be read:
No communications were read

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

1. Finance Committee:
 - a. Recommendation for Approval of An Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2013

Trustee Maier explained the purpose to this annual ordinance. No discussion ensued.

- b. Other Matters

Trustee Maier informed the Board that several residents are not homesteaded and that once they proved filing with the County, he recommended that they should be given their tax rebates. Trustee Clark is among these residents and after brief discussion, the board unanimously agreed with Trustee Maiers' recommendation.

Trustee Maier also informed the Board that Administrator Irvin has developed a new budget worksheet format which will be distributed to Committee members for completion shortly.

2. Public Works Committee

- a. Recommendation for Approval of An Ordinance Amending Chapter 2 of the Mettawa Code of Ordinances Regarding Payment of Professional Fees.

Trustee Armstrong explained the recommendation which will make the fee structure more equitable and allow the Village to be reimbursed for its work on behalf of residents seeking permits. Brief discussion ensued.

- b. Recommendation to Approve a Motion to Utilize \$15,000.00 of Motor Fuel Tax Funds to Offset the Cost of Plowing and Salting.

No discussion held. Item to be tabled under “New Business”

- c. Update: Bradley Renovation Project

Trustee Armstrong updated the Board on the Progress of the application for State Funding. The application package has been submitted to the State. Brief discussion ensued.

- d. Update: Village Road Snow Plowing.

Trustee Armstrong informed the Board that due to the high amount of snow this year the plowing/salting budget has doubled, and that more salt will need to be ordered.

- e. Update: Village Hall Project

Trustee Armstrong informed the Board that Architect/Resident Rick Phillips will have new drawings of office/storage space for the Village with costs so that current options can be discussed and a decision made on how to proceed.

- f. Other Matters: Trustee Armstrong brought up an incident of plows pushing snow across Village roads to the other side which blocked passage. Mr. Anderson of Forrest Builders stated that by Village ordinance, this is not allowed and that the pile in question has been cleared.

3. Parks and Recreation Committee

- a. Update: Oasis Park and Whippoorwill Park

Trustee Towne informed the Board that the Oasis Park berm is 70% complete, that the Whippoorwill Park berm is on hold due to weather and that landscaping will be re-bid.

- b. Map Updates Showing Addition of 701 Riverwoods Boulevard.
Discussion ensued on what to call 701 Riverwoods Boulevard in the Village-owned property map updates which are in the works. Suggestions were discussed but no name decided on.
- c. Engineering Proposals for trail Extension From Deerpath Trail West to St. Marys Road.
Trustee Towne stated that engineering proposals will be solicited for the trail extension through the Taylor/Olesen properties which will link the trail from Deerpath Farm west to St. Marys Road. He stated that if an easement cannot be acquired from the Olesens, the possibility of putting the trail on the right-of way will be explored.
- d. Update: Demolition of Home at 25960 N. St. Marys Road
Trustee Towne reported that the house structure is now down, the well has been removed, that there is an issue to be solved with Lake County regarding the septic, and that the flagpole, birdhouse and driveway will remain.
- e. Other Matters
Trustee Towne stated that the Committee of the Whole meeting held on January 18, 2014 was successful with good attendance. In addition to resident Denis Bohms' recommendation, Trustee Towne stated that he is reaching out to Teska Associates, Tallgrass and Lake County Conserve to submit management proposals for Village owned properties. He will report findings to the Parks and Recreation committee before making a recommendation to the Board.

Discussion ensued and Mayor Urlacher suggested that it if possible this item will be put on the February Agenda. Discussion continued regarding looking at other ways of managing the properties, discussion with more residents; and the cost of maintaining open space and parks.

Mayor Urlacher questioned the necessity of some of the shrubs around the Whippoorwill Farm house now that it has been demolished and Trustee Towne replied that they will be evaluated in the spring and the ones that are not in good shape, removed.

4. Safety Commissioner
Trustee Clark reported that all is quiet in the Village, that the defibrillator has arrived and the Howe Security personnel will be trained on its use.

Discussion ensued regarding mandatory sprinklers in new construction, and it was the consensus of the Board not want to make sprinklers mandatory.
5. Zoning, Planning and Appeals Commission

Mayor Urlacher reported that there will be a Zoning, Planning and Appeals workshop meeting February 4, 2014 to discuss the Board's resolution referral on Text amendments and re-zoning to be voted upon later in this meeting

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

1. Mayor's Report

a. Update: January 11th Resident Coffee

Mayor Urlacher reported that the resident coffee was well attended and that in addition to Administrator Irvin, Trustee Lane and himself there were 25 residents at the Dieter house. The conversation was productive and the next coffee will be in April, 2014 at the Lapins home in Deerpath Farm.

b. Update: Status of Resident survey

After discussion, it was unanimously agreed to change the previous decision from the December Board meeting and send two surveys to each residence. It was also agreed to add the question of whether the respondents, own or rent.

c. Six Month Review of Board Accomplishments.

Mayor Urlacher reported the following:

- Transparency is good
- Village has hired Administrator Irvin
- Village has a new treasurer, Lisa Dieter
- Financial Consultant, Dorothy O'Mary, has come onboard working directly for the Village part-time
- The Village is dealing positively with two lawsuits
- The Village is making progresses with Lake County on the water/police coverage issue
- The Village has purchased three important parcels of land.
- Little St. Marys Road and Twin drive have been repaved
- A defibrillator is now on board the Village Security Vehicle
- Mowing and plowing of village streets has been a success

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 reported that the Village Maps are being updated and consolidated to make them more efficient.

2. UNFINISHED BUSINESS:

- a. Ratification of Correction of Amount of Bills Paid in November, 2013:
\$151,273.01

It was moved by Trustee Maier, seconded by Trustee Clark to ratify the correction of the amount paid in November, 2013, being \$151,273.01

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

3. NEW BUSINESS

- a. Approval of An Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2013.

It was moved by Trustee Lane, seconded by Trustee Maier to approve “**An Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2013**” being **Ordinance No. 749**

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- b. Approval of an Ordinance Amending Chapter 2 of the Mettawa Code of Ordinances Regarding Payment of Professional Fees.

It was moved by Trustee Lane, seconded by Trustee Armstrong to approve “**An Ordinance Amending Chapter 2 of the Mettawa Code of Ordinances Regarding Payment of Professional Fees**” being **Ordinance No. 750**

- c. Approval of a Motion to Utilize \$15,000 of Motor Fuel Tax Funds to Offset the Cost of Plowing and Salting.

It was moved by Trustee Armstrong, seconded by Trustee Brennan to Table the motion to utilize \$15,000.00 of Motor Fuel Tax Funds to offset the cost of plowing and salting.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- d. Approval of a Resolution Authorizing the Submission of Proposed Zoning Code Text Amendments and a Rezoning of a Parcel of Property to the Village of Mettawa's Zoning, Planning, and Appeals Commission with regard to Floor Area Regulations, Creation of an Open Spaces District, and Rezoning of 0 Bradley Road, Mettawa, Illinois.

It was moved by Trustee Armstrong, seconded by Trustee Brennan to approve **"A Resolution Authorizing the Submission of Proposed Zoning Code Text Amendments and a Rezoning of a Parcel of Property to the Village of Mettawa's Zoning, Planning, and Appeals Commission with regard to Floor Area Regulations, Creation of an Open Spaces District, and Rezoning of 0 Bradley Road, Mettawa, Illinois"** being **Resolution No. 14-1.**

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

I. EXECUTIVE SESSION:

At 8:21 PM, 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 Sale of Lease of Real Property Owned by the Village and Review of Executive-Session Minutes for Retention as Confidential.

It was so moved by Trustee Armstrong, seconded by Trustee Brennan

Upon a call of the roll, the following voted:

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

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

J. CALL TO RECONVENE

At 9:32 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, Brennan, Clark Lane, Maier Towne and Mayor Urlacher
Absent: None

Mayor Urlacher declared a quorum present.

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:

N. FOR INFORMATION ONLY: No items discussed

O. ADJOURNMENT

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

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:35 PM.

Cathy Nelson, Village Clerk