

**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, JUNE 17, 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 7:35 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following were:

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

Absent: Trustee Clark

Mayor Urlacher declared a quorum present.

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

**C. APPROVAL OF MINUTES:**

Regular Meeting of the Mayor and Board of Trustees: May 20, 2014

It was moved by Trustee Armstrong, seconded by Trustee Maier that the minutes of the Regular Meeting of May 15, 2014 be approved as presented.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, 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 \$624,474.56

Upon a call of the roll, the following voted:

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

**E. TREASURER'S REPORT**

Presentation of the Monthly Report for the Month of May, 2014

It was moved by Trustee Maier, seconded by Trustee Brennan that the Board acknowledge receipt of the May, 2014 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:

A letter from resident Denis Bohm of 600 Riverwoods Road was read by the Clerk requesting that the Hay Field owned by the Village at 701 Riverwoods Road not be cut until the grassland bird population on the land have fledged in mid July.

Discussion ensued and it was agreed by the Trustees that due to the rain this year, the first cutting probably would not take place anyway until early July. Mr. Bohm will keep an eye on the birds and report to Mr. Towne when it is ok to cut.

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

1. Finance Committee:

- a. Recommendation to Approve a Letter of Understanding with Wolf & Company for Audit Services for the Year Ending April 30, 2014, in an Amount Not to Exceed \$21,000.00; Pending Legal Review.

Trustee Maier presented the Finance Committee recommendation to approve the agreement with Wolf & Company of Oak Brook Terrace, Illinois as the 2014 auditors

- b. Trustee Maier informed the Board that IDOT has been sent a letter from the Village presenting a settlement price for the cost of the Route 60 bridge over the Tollway work. Discussion ensued.

- c. Trustee Maier informed the Board that the Finance Committee will be looking at this years proposed tax rebate at their July meeting.

- c. Trustee Maier also informed the Board that the new financial software will be up and running in July.
- d. Other Matters: None Presented

2. Public Works Committee

- a. Recommendation to Approve a Proposal For Professional Services From Clarke Environmental Mosquito Management, Inc. of St. Charles, Il in an Amount Not to Exceed \$21,000.00 for Parts I, II,III, IV; Pending Legal Review.

Trustee Armstrong presented the Public Works' Committees' recommendation to approve the Clarke Mosquito Management proposal for 2014 services and discussion ensued regarding the increase in costs over the previous year. It was agreed to proceed with service but to investigate ways to lower the costs.

- b. Update: Road construction:  
Trustee Armstrong updated the Board on the Bradley Road project that is waiting for the completion of the Oasis Park Berm before commencing. Bradley Road will not be closed during construction.

- c. Update: Maintenance.

Trustee Armstrong advised the Board that the road patching has been completed.

- d. Update: Drainage Issues

The Committee is also looking at drainage issues and swale work that need to be addresses. Discussion ensued regarding damage to The Crest trail, and ditch clean out work in that area.

- e. Update: Water Lines

Trustee Armstrong updated the Board that the Water Line for The Crest has been approved.

Resident Tom Heinz will be working to inform the residents in the Old Shool water area of the processes and pricing for their water.

Discussion continued on the best way to fund this water area. It is too small a project for a bond. Trustee Maier state that a private placement may be the best way to go.

Trustee Armstrong also informed that he has spoken with resident Robert Spiglanin regarding water for residents south of Route 60 on St. Marys Road and will be working on costs of this project.

f. Other Matters:

Trustee Armstrong thanked the new owners of Always Faithful Equestrian Club for the excellent job they did on the drainage on their property. All Trustees agreed that the upgrades to the property look very nice.

Trustee Armstrong also reported that the traffic counters on St. Marys Road are routine.

3. Parks and Recreation Committee

a. Trustee Towne updated the Board on the first Open Land Ad Hoc Panel meeting held on May 27, 2014 and the potential dates for the Committee of the Whole Meeting where presentations will be made by interested companies on Open Space Management. July 19, 2014 will be the date.

b. Update: Whippoorwill Park Tree Planting: The planting is approximately 90 percent complete.

c. Update: Oasis Park Berm: Trustee Towne informed the Board that the rain has slowed down the work but that the heavy truck traffic should be out by mid-July. Bids have been sent out for stump removal on the north east side of the park.

d. Update: Maintenance work on trails. Trustee Towne informed the Board that Tallgrass is continuing with maintenance work around the Village trails and discussion ensued regarding the trail damage from rain on Old School Road at The Crest. Trustee Armstrong asked that the fence along the Old School Road railroad crossing be looked at for repairs.

4. Safety Commission:

In Trustee Clarks absence, Mayor Urlacher informed the Board that there were two safety issues this month that have been resolved and that bike safety issues are being researched.

5. Zoning, Planning and Appeals Commission

a. Case No. 14-SU-S-1: Findings of fact and Recommendation to Approve an Ordinance Granting of an Amended Special Use Permit for 855 N. Bradley

Road, Mettawa (Always Faithful Stables) for Consideration and Approval.

Mayor Urlacher opened the discussion by stating that he felt the Always Faithful Stables looks fabulous and complimented the Casas Family on the improvements to the property.

Mr. Casa complimented the Village on the ease of working with their personnel in their efforts to enhance the property. He outlined his request for minor adjustments to the Amended Special Use Permit to allow the use of both the “horse walker” building and the maintenance building to accommodate stalls if needed. This would not exceed the allowable number of stalls indicated in the Special Use Permit. There would be no change in the site plan, but will take a modification to the draft amendment. Discussion ensued and Attorney Ferolo felt the document modification would not be a problem.

- b. Consideration of, and Action on, an Ordinance Amending Ordinances No. 425 and 642 Granting a Special Use Permit For a Large Stable for Property Commonly Known as 855 Bradley Road, Mettawa.

Discussion as above.

- c. Case No. 14-TA-1: Findings of Fact and Recommendation to Approve an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances in Relation to the Creation of an Open Space District, for Consideration and Direction to the Village Attorney Regarding Action on the Same, if Appropriate.

Attorney Ferolo explained the recommended text amendment and discussion ensued.

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

1. Mayor’s Report
  - a. Update: BMW Championship Golf Event, 2015

Mayor Urlacher informed the Board that the BMW Championship will be back at Conway Farms in 2015 and that issues such as traffic and parking will be resolved.

- b. Update: Next Resident Coffee scheduled for August 3, 2014 from 3-5 p.m. at the Leahy Residence, 25771 N. St. Marys Road Mettawa.

- c. Set Village Picnic Date: Tentative August 9<sup>th</sup>, 16<sup>th</sup> or 23<sup>rd</sup>

Mayor Urlacher asked the Trustees to get back to him asap regarding the best date for the picnic. St Basils Church was discussed as a location.

- d. Building Report: Mayor Urlacher thanked Trustee Towne and Village Engineer Scott Anderson for their report and with no questions, placed it on file.

- e. Village Administrator's Report:

- i. Administrator Irvin updated the Board on the progress regarding plans for a potential village hall, the existing structures visited by Rick Phillips and himself, requirements for space; and that there will be items presented for discussion at the July board meeting.

- ii. Update: Village Website updates

- iii. Administrator Irvin informed the Board that the Canadian National Railroad crossing on Old School Road is scheduled for a re-build in 2014 and that the crossing will be closed for five (5) days.

Resident Tom Heinz stated that the crossing on St. Marys Road needed repair and Irvin responded that Canadian National has stated that the crossing is in good repair.

- iv. Administrator Irvin updated the Board on the meeting with Mayor Urlacher, Trustee Clark and Lake County regarding Sheriff contract issues.

**2. UNFINISHED BUSINESS:** None presented for discussion

**3. NEW BUSINESS:**

- a. Approval of a Recommendation to Approve a Letter of Understanding with Wolf & Company of Oakbrook Terrace, Illinois; for audit Services for the Year Ending April 30, 2014, in an Amount Not to Exceed \$21,000.00; Pending Legal Review.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve a Letter of Understanding with Wolf & Company of Oakbrook Terrace, Illinois; for audit Services for the Year Ending April 30, 2014, in an Amount Not to Exceed \$21,000.00; Pending Legal Review.

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- b. Approval to Amend an Ordinance Amending Ordinances No. 425 and 642 Granting a Special Use Permit for a Large Stable for Property Commonly Known as 855 Bradley Road, Mettawa.

It was moved by Trustee Towne, seconded by Trustee Maier to approve the Amendment of the Ordinance Amending Ordinances No. 425 and 642 Granting a Special Use Permit for a Large Stable for Property Commonly Known as 855 Bradley Road, Mettawa and directing Attorney Ferolo to make the changes unanimously agreed to by the Trustees.

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

It was then moved by Trustee Towne, seconded by Trustee Maier to approve **“An Ordinance Amending Ordinances No. 425 and 642 Granting a Special Use Permit for a Large Stable for Property Commonly Known as 855 Bradley Road, Mettawa”** as amended; being **Ordinance No. 752.**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- c. Consideration of, and Action on, an Ordinance Approving a Plat of Subdivision for the Consolidation of 2320 Twin Drive into 855 Bradley Road, Mettawa.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve **“An Ordinance Approving a Plat of Subdivision for the Consolidation of 2320 Twin Drive into 855 Bradley Road, Mettawa.”** being **Ordinance No. 753.**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- d. Consideration of, and Action on, an Ordinance Approving a First Amendment to Declaration and Grant of Scenic Easement for 855 Bradley Road, Mettawa.

It was moved by Trustee Towne, seconded by Trustee Brennan to approve **“An Ordinance Approving a First Amendment to Declaration and Grant of Scenic Easement for 855 Bradley Road, Mettawa”** being **Ordinance No. 754**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- e. Approval of an Ordinance Ascertainning The Prevailing Rate of Wages For Laborers, Workers and Mechanics Employed on Public Works Projects in the Village of Mettawa.

It was moved by Trustee Maier, seconded by Trustee Lane to approve **“An Ordinance Ascertainning The Prevailing Rate of Wages For Laborers, Workers and Mechanics Employed on Public Works Projects in the Village of Mettawa”** being **Ordinance No. 755**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- f. Consideration of and Action on an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances in Relation to the Creation of an Open Space District.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve **“An Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances in Relation to the Creation of an Open Space District”** being **Ordinance No. 756**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.



- g. Approval of a Resolution Authorizing the Village President and Clerk to Execute a First Amendment to the Consulting Agreement with Bob Irvin Consulting LLC for Village Administrator Services.

It was moved by Trustee Brennan, seconded by Trustee Maier to approve **“A Resolution Authorizing the Village President and Clerk to Execute a First Amendment to the Consulting Agreement with Bob Irvin Consulting LLC for Village Administrator Services”** being **Resolution No. 14-16**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- h. Approval of a Resolution Authorizing the Village President and Clerk to Execute Amended and Restated Declarations of Covenants, Conditions Restrictions Easements and Rights for the Crest Subdivision.

It was moved by Trustee Maier, seconded by Trustee Brennan to approve **“A Resolution Authorizing the Village President and Clerk to Execute Amended and Restated Declarations of Covenants, Conditions Restrictions Easements and Rights for the Crest Subdivision”** being **Resolution No. 14-14**

Upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne

NAY: None

Mayor Urlacher declared the motion carried.

- i. Approval of a Proposal For Professional Services From Clarke Environmental Mosquito Management, Inc. of St. Charles, Il in an Amount Not to Exceed \$21,000.00 for Parts I, II,III, IV; Pending Legal Review.

It was moved by Trustee Towne, seconded by Trustee Brennan to approve **A Proposal For Professional Services From Clarke Environmental Mosquito Management, Inc. of St. Charles, Il in an Amount Not to Exceed \$21,000.00 for Parts I, II,III, IV; Pending a Re-Negotiation Of Price Downward And Legal Review**

After discussion regarding the increase in pricing and the frequency of service required this year and upon a call of the roll, the following voted:

AYE: Trustees Armstrong, Brennan, Lane Maier and Towne  
NAY: None  
Mayor Urlacher declared the motion carried.

- j. Approval of a Resolution Authorizing the Village President and Clerk to Execute and Acceptance of a Declaration and Grant or Easement for the Mettawa Trail.

It was moved by Trustee Towne, seconded by Trustee Maier to approve  
**“A Resolution Authorizing the Village President and Clerk to Execute and Acceptance of a Declaration and Grant or Easement for the Mettawa Trail”**  
being **Resolution No. 14-15**

Upon a call of the roll, the following voted:  
AYE: Trustees Armstrong, Brennan, Lane Maier and Towne  
NAY: None  
Mayor Urlacher declared the motion carried.

**I. EXECUTIVE SESSION:**

At 8:35 PM, Mayor Urlacher entertained a motion to adjourn the meeting to Executive Session to discuss 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, Brennan, Clark, Maier and Towne  
Nay: None  
Mayor Urlacher declared the motion carried and the Board recessed to Executive Session

**J. CALL TO RECONVENE**

At 9:01 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, Lane, Maier, Towne and Mayor Urlacher  
Absent: Trustee Clark  
Mayor Urlacher declared a quorum present.

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

**L. ITEMS TO BE REFERRED:** No items referred

**M. FOR INFORMATION ONLY:** No items discussed

**N. 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 9:00 PM.

Cathy Nelson

Clerk, Mettawa