

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 20, 2015 IN THE SAVANNA 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, Maier, Pink, Sheldon, 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 Company, Village Attorneys Jim Ferolo and Greg Smith of Klein Thorpe & Jenkins, Ltd. and Financial Consultant Dorothy O'Mary

C. APPROVAL OF MINUTES:

Regular Meeting of the Board: September 15, 2015

It was moved by Trustee Armstrong and seconded by Trustee Sheldon that the minutes of the Regular Meeting of September 15, 2015 be approved.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Maier, Pink, Sheldon 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.

Trustee Maier reported the total amount for payment is \$124,936.70. The Finance Committee reviewed the bills and recommends approval with the caveat that there are two (2) bills, one for \$720.00 to the IEPA and one for \$900.00 to Lake County related to the water line and creation of the SSA, that will only be paid if the SSA is approved. It was moved by Trustee Maier and seconded by Trustee Armstrong to approve payment of the bills.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

E. TREASURER'S REPORT

Presentation of the Treasurer's Report for the Month of September, 2015.

It was moved by Trustee Maier, seconded by Trustee Pink that the Board acknowledges receipt of the September, 2015 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: None

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

1. Finance Committee

- a. Update on Financial Matters

Trustee Maier reported that we are in the final stages of the property tax rebate program and have identified a handful of applications that need further review. We are in line to have checks sent out by the end of the year. We have received the approved reciprocal agreement for sales tax information with the Department of Revenue, but have not received the sales tax data as yet, but we should be receiving it shortly. We will then be able to true up the sales tax for the Oasis and make the payment to Lake Forest. He added that he would follow up with an email to Lake Forest letting them know the status. He also reported that our auditor had requested some additional information from our banks on collateralization. We received a 60 day extension for filing the audit with the State of Illinois. There are some reclassifications to be made, but nothing major.

2. Public Works Committee

- a. Recommendation to Approve a Proposal from Forest Builders for the Replacement of Two Culverts on Old School Road between Bradley and Meadowoods Roads at a Cost Not to Exceed \$10,000

Trustee Armstrong reported two culverts needed to be replaced on Old School Road and would be scheduled on Saturday, October 31st to limit the traffic impact.

b. Recommendation to Approve the Restriping of Riverwoods Boulevard at a Cost Not to Exceed \$5,000 with DeMarr Sealcoating

Trustee Armstrong reported that the Committee recommended restriping of Riverwoods Boulevard with the same company who handled the project the last time. We are still hopeful that they can complete the work this year.

c. Recommendation to Approve a Proposal from Ground Breakers Excavating, Inc. to Clear the Village Property Located at 25960 St. Marys Road and to Construct a Berm subject to Village Plans and Specifications Approved by the Parks and Recreation Committee and subject to Legal Review

Trustee Armstrong reported that this item would be deferred to the November Parks and Recreation Committee meeting.

d. Update on the Engineering for the Old School Water Main Extension

Trustee Armstrong asked the Village Administrator to give the update. Administrator Irvin reported that Greengard Engineering has continued to work on the plans and had met with the Lake County Departments of Public Works and Transportation. They have made minor changes that have not impacted the estimated cost. Lake County Public Works has signed off on the IEPA permit and has supplied the Lake County permit requirements. If the SSA is approved at tonight's meeting, the contract that the Village Board approved prior to this meeting would move forward. Resident Tom Heinz asked that if the SSA is approved at tonight's meeting, should he sign the easement agreement with the County. Village Administrator Irvin said he should do so.

e. Update on Revised Village Hall Plans and Associated Costs

Trustee Armstrong reported that architect Rick Phillips presented updated plans for a Village Hall at the last Committee meeting and we are on track to review estimated costs at the November Committee meeting.

Resident Tom Heinz asked if a decision would be made at that meeting. Mayor Urlacher advised that a Committee of the Whole meeting or Special Board meeting would be scheduled to make a decision.

3. Parks and Recreation Committee

a. Update on Whippoorwill Park Stewardship Plan

Trustee Towne reported the Committee is working on specifications for the stewardship of Whippoorwill Park and it will be discussed at the November Committee meeting. It has been discussed that we consider proposals from Teska and others to assist with our efforts.

b. Update on the Rezoning of Open Space Parcels

Trustee Towne reported that we are moving along with the rezoning process and the Village Attorney and Village Administrator have a good handle on the process. Village Attorney Smith said that the Administrator had been in contact with the Forest Preserve and Home Owners Association about the rezoning. Both indicated they are in support of the rezoning. The ordinance on tonight's agenda deals with the procedures for the rezoning.

c. Update on Oasis Park Plans

Trustee Towne reported that we plan to rebid the trail relocation, and also work on the recommendations of the open space plan with some outside assistance on the plans.

d. Update on Route 60 Trail Extension

Trustee Towne said that we are getting closer to going out for bids on the trail project. Village Engineer Anderson advised that they are finalizing the revisions and responses to IDOT's comments.

e. Other Matters

Trustee Towne reported that Tallgrass Restoration has planted the native plugs on the Village property at the Bradley and Riverwoods Boulevard intersection.

4. Safety Commission

a. Commissioner's Report

Trustee Pink has been in contact with Fire Chief Carani regarding the address signs and it was decided that they were not needed in Hamilton Estates and the Enclave. There is only one way in and out of each street. Additionally, in Deerpath Farms, there were two residents who requested signs, but there are sign restrictions in the subdivision. The residents will have to petition the homeowners association to request the street sign. Trustee Sheldon said that this location also only had one way

in and out. She added that it was a homeowners association situation and would require ARB approval.

Trustee Pink has also begun to collect names of residents south of Route 60 who are interested in address signs and she is going to attempt to get signs approved.

Trustee Armstrong advised that someone in a car with flashing lights on was in the Village last Saturday asking for gas money. He asked to see their gas gauge, but they would not show it and left.

Mayor Urlacher advised that David Trendler on Old School Road was having an estate sale this weekend and he advised Trustee Pink and Howe Security that there could be increased traffic during the sale.

Village Administrator Irvin reported that activity with the Sheriff's service was normal and that he had provided the Board with a full report of the first year of services. We are tracking very close to the same numbers in the second year. He also reported that we received our first increase in the special detail rate since 2009. The rate went from \$60.00 per hour to \$63.00 per hour.

5. Zoning, Planning and Appeals Commission

No meetings held and nothing to report.

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

1. Mayor's Report

a. Recommendation to Approve the Fourth Amendment to the Village Administrator's Consulting Agreement

Mayor Urlacher advised that the amendment included a pay raise for the Village Administrator this year. He highlighted some of the accomplishments of the Village Administrator over the past year including the saving of over \$70,000 through contract negotiation, the Com Ed street light audit, reduction of the IDOT invoice for the Route 60 improvements and Costco paying for half of the cost. He also took over the Clerk duties in a fairly seamless transition and set up the new office. He has saved the Village over \$7,000 over that time. He has closely monitored the Sheriff's activity reports, eliminating any services that are not ours, and monitoring building permit revenues and costs where we are no longer losing money on permits. He also reviewed the resident list for refuse collection and eliminated 10 addresses, saving the Village over \$2,200 annually.

b. Village Newsletters

Mayor Urlacher reported that fall newsletter recently went out to residents and next one would be sent in early January, followed by one in March or April.

c. Building Report

Mayor Urlacher thanked Village Engineer Anderson and Trustee Towne for the report and placed it on file.

d. Village Administrator's Report

Village Administrator reported that the Central Lake County Joint Water Action Agency had approved our request for an extension allowing new water mains to be added in the Village. The new resolution was approved through January 1, 2018, a two year extension. He also advised that we finally received the \$500.00 payment from Novak Construction for the landscaping settlement at Old School and Meadowoods. He also thanked everyone for the kind words and the amendment to his agreement. He said he enjoys working for and with the Village Board.

2. UNFINISHED BUSINESS

a. Approval of an Ordinance Establishing Special Service Area #15 in the Village of Mettawa

It was moved by Towne, seconded by Trustee Armstrong approval of an Ordinance establishing Special Service Area #15 in the Village of Mettawa.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

3. NEW BUSINESS

- a. Approval of a Resolution authorizing the Village President and Village Clerk to execute a Fourth Amendment to the Consulting Agreement with Bob Irvin Consulting, LLC.

It was moved by Trustee Armstrong, seconded by Trustee Brennan, to approve a Resolution Authorizing the Village President and Village Clerk to Execute a Fourth Amendment to the Consulting Agreement with Bob Irvin Consulting, LLC.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Maier, Pink, Sheldon and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- b. Approval of an Ordinance Setting Forth the Procedures for a Comprehensive Amendment to the Village of Mettawa Zoning Map

It was moved by Armstrong, seconded by Trustee Maier approval of an Ordinance setting forth the Procedures for a Comprehensive Amendment to the Village of Mettawa Zoning Map.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Maier, Pink, Sheldon and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- c. Approval of a Proposal from Forest Builders for the Replacement of two culverts on Old School Road between Bradley and Meadowoods Roads at a cost not to exceed \$10,000

It was moved by Trustee Maier, seconded by Trustee Armstrong approval of a proposal from Forest Builders for the replacement of two culverts on Old School Road between Bradley and Meadowoods Roads at a cost not to exceed \$10,000.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Maier, Pink, Sheldon and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- d. Approval of the Restriping of Riverwoods Boulevard at a Cost Not to Exceed \$5,000 with DeMarr Sealcoating

It was moved by Trustee Armstrong and seconded by Trustee Brennan approval of the restriping of Riverwoods Boulevard at a cost not to exceed \$5,000 with DeMarr Sealcoating.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Maier, Pink, Sheldon and Towne
Nay: None

Mayor Urlacher declared the motion carried.

- e. Approval of a Proposal from Ground Breakers Excavating, Inc. to Clear the Village Property Located at 25960 St. Marys Road and to Construct a Berm subject to Village Plans and Specifications Approved by the Parks and Recreation Committee and subject to Legal Review

Mayor Urlacher advised that this item would be discussed at the next Parks and Recreation Committee meeting.

I. EXECUTIVE SESSION: None

J. CALL TO RECONVENE: None

K. ROLL CALL: None

L. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION: None

M. ITEMS TO BE REFERRED: None

N. FOR INFORMATION ONLY: None

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 8:04 p.m.

Bob Irvin, Deputy Village Clerk