

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, DECEMBER 15, 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., Village Treasurer Lisa Dieter, Deputy Village Treasurer Pam Fantus and Financial Consultant Dorothy O'Mary

C. APPROVAL OF MINUTES:

Regular Meeting of the Board: November 17, 2015

It was moved by Trustee Sheldon and seconded by Trustee Armstrong that the minutes of the Regular Meeting of October 17, 2015 be approved with changing Costco's to CDW's on page 3.

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 \$493,324.80. It includes the Village property tax rebates totaling \$320,000. There is an adjustment to the Forest Builders invoice of \$2,164.84 for culvert replacement since it was over the Village Board

(final)

approved total of \$10,000. The matter should go back to the Public Works Committee. The additional cost of the Sanctuary Lane paving of \$3,078.24 is recommended for approval. A payment for SSA #9 maintenance of \$5,475 has been added to the list for approval.

It was moved by Trustee Maier and seconded by Trustee Sheldon 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. MAYOR'S UPDATE FOR CONSIDERATION AND ACTION

1. Resolution Commemorating the Public Service of Lisa Dieter

Mayor Urlacher expressed his thanks and appreciation for Lisa Dieter's service as both Deputy and Village Treasurer, citing her commitment and professionalism in carrying out her duties. She will be missed.

It was moved by Trustee Brennan, seconded by Trustee Towne approval of a Resolution Commemorating the Public Service of Lisa Dieter. Mayor Urlacher read the Resolution and presented it to Treasurer Dieter. She thanked the Village and said that she will treasure the friendships that she has made.

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.

F. TREASURER'S REPORT

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

It was moved by Trustee Maier, seconded by Trustee Armstrong that the Board acknowledges receipt of the November, 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.

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be Heard Not Listed Elsewhere on This Agenda: None

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

1. Safety Commission

- a. Briefing on Village Security by Lake County Sheriff

Sergeant Sara Balmes of the Lake County Sheriff's Department and Mettawa's Liaison Officer distributed service calls summaries to the Village Board. She reported the greatest area of service calls was traffic stops and vehicle accidents given the amount of traffic that travels through the Village. The Department does a large number of business checks and reminded residents to call the department when needed. Resident Tom Heinz reported a significant amount of speeding was occurring on St. Marys Road and asked that speed enforcement be addresses. He offered the use of his driveway for this purpose. Trustee Brennan expressed her thanks to the Sheriff's Department for their handling of her husband's recent hit and run accident at the Costco gas station.

2. Finance Committee

- a. Recommendation for Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes for the Village of Mettawa for the Year 2015

Trustee Maier reported the Finance Committee recommends approving the annual tax levy ordinance. There are no changes from last year. In fact, the Village has maintained its corporate tax levy the same for 17 years.

- b. Recommendation for Approval of an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2015

Trustee Maier reported that the Committee recommended approval of the tax abatement ordinance for the general obligation bonds for the Oasis Park purchase since general revenues would be used to pay the debt.

- c. Recommendation to Approve an Amendment to the Agreement with Howe Security

Trustee Maier reported the Committee recommended approval of the amendment to the agreement which results in a savings of \$3,000 per year and puts a new truck on the road. The Village will pay half of the cost of the truck and gasoline. Trustee Pink indicated it removed the \$.45 per mile reimbursement. Howe had requested consideration of an hourly rate increase for the next 3 years. The Village has approved increases of about 4% for the last three years. The Committee recommended no change for 2016 and would review again for 2017 and 2018.

3. Public Works Committee

a. Updates

Trustee Armstrong reported that the Village Engineer would be taking cores on Old School Road in advance of the repaving project. Village Engineer Anderson said that it would be done this week. Trustee Armstrong advised that he had received an inquiry from Robert Spiglanin on South St. Marys Road regarding water availability. Since we will be obtaining bids for the water main extension for St. Marys and Old School Road early next year, Trustee Armstrong recommended that we take the unit prices in the bids and use the numbers to update the costs for other areas in the Village. It has been about five years since these areas were estimated. He also reported that we are working on the Village Hall documents for the special meeting in January. The striping project for Riverwoods Blvd. will be held off until next year.

4. Parks and Recreation Committee

a. Updates

Trustee Towne advised the December meeting had been canceled due to the holidays. The next meeting will be held on January 13th. Work on trails and parks will be addressed and the Committee is looking forward to an active 2016.

5. Safety Commission

a. Status and Activity Update

Trustee Pink reported that everything was pretty normal in the Village and things have been quiet.

6. Zoning, Planning and Appeals Commission

- a. Findings of Fact and Recommendation, Case No. 15-A-1, Application by the Village of Mettawa for a Comprehensive Zoning Map Amendment Regarding the OS Open Space District.

Mayor Urlacher said that Chairman Krusinski was in the audience and the Village Attorney Smith would provide the report. Attorney Smith reported that the Zoning, Planning and Appeals Commission met on December 1st to review two matters. The special use ordinance amendment submitted by Amy and Tim Farmer, that received a denied recommendation by the Commission, had been withdrawn by the applicants. The other matter dealt with the Village Board referral of properties to be rezoned to the Open Space District that was created by the Village Board in 2014. The new district seeks to offer greater protection from development. The properties are owned by the Village, Forest Preserve and Enclave Home Owners Association. The Village Board received the Findings of Fact report, 30 page public hearing transcript and color zoning map which shows the open space property in a green color. The Enclave HOA expressed support for the rezoning through a letter submitted to the Village and the Executive Director of the Lake County Forest Preserve verbally expressed the District's support to the Village Administrator.

Trustee Armstrong asked about a parcel of property on Route 60 near the Des Plaines River that was shown in green on the map that he thought was privately owned residential property and not owned by the Forest Preserve. After a review of the map, it was determined that the property in question is owned by the Forest Preserve.

Trustee Towne pointed out that we left out two Village owned properties in subdivisions from the rezoning on Oak Hill and in Riverside Preserve even though the properties are being maintained as open space. Village Administration Irvin agreed and said that since they were small lots in subdivisions it was recommended that they not be rezoned, but could still be maintained as open space parcels.

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

1. Mayor's Report

- a. Second Review of Executive Session Minutes for 2015

Mayor Urlacher reported that the Village was required to review its Executive Session Minutes twice year and this is the second review.

b. Building Report

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

c. Other Updates

Mayor Urlacher reminded everyone about the Special Village Board meeting scheduled for January 23, 2016 at 9:00 a.m. for the purpose of reaching a decision on the Village Hall. Weekly reminders will be sent to residents about the meeting and the next Village newsletter will be out in January prior to the meeting.

d. Village Administrator's Report

Village Administrator Irvin reported that the Zoning, Planning and Appeals Commission would likely be busy in the new year with several anticipated applications for special use amendments as well as the update to the Comprehensive Plan.

2. UNFINISHED BUSINESS

None

3. NEW BUSINESS

- a. Approval of an Ordinance Authorizing the Levy and Collection of Taxes for Corporate and Municipal Purposes for the Village of Mettawa for the Year 2015

It was moved by Trustee Maier, seconded by Trustee Brennan, to approve an Ordinance authorizing the levy and collection of taxes for Corporate and Municipal purposes for the Village of Mettawa for the Year 2015.

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 abating certain Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2015

It was moved by Brennan, seconded by Trustee Maier approval of an Ordinance abating certain taxes levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2015.

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 an Amendment to the Agreement with Howe Security

It was moved by Trustee Towne, seconded by Trustee Maier approval of an amendment to the agreement with Howe Security.

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 a Resolution for Release of Certain Executive Session Minutes of the President and Board of Trustees of the Village of Mettawa

It was moved by Trustee Maier and seconded by Trustee Brennan approval of a Resolution for release of certain executive session minutes of the President and Board of Trustees of the Village of Mettawa.

Village Attorney Ferolo reported that it is recommended that no minutes be released at this time and the Resolution was written in that manner.

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 an Ordinance for a Comprehensive Amendment to the Village of Mettawa Zoning Map

It was moved by Trustee Maier and seconded by Trustee Sheldon approval of an Ordinance 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.

J. EXECUTIVE SESSION

At 8:04 p.m., it was moved by Trustee Brennan and seconded by Trustee Maier to adjourn the meeting to Executive Session to discuss potential and imminent litigation, and review of Executive Session meeting minutes.

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.

K. CALL TO RECONVENE

At 8:40 p.m. Mayor Urlacher reconvened the public portion of the meeting.

L. 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 and Village Attorneys Jim Ferolo and Greg Smith of Klein Thorpe & Jenkins, Ltd.

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

N. ITEMS TO BE REFERRED: None

O. FOR INFORMATION ONLY: None

P. ADJOURNMENT

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

Upon a call of the roll, the following voted:

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:40 p.m.

Bob Irvin, Deputy Village Clerk