

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 JUNE 20, 2017 IN THE SAVANNA ROOM OF THE HILTON GARDEN 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 Bohm, Brennan, Maier, Pink, Sheldon, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Bob Irvin, Village Administrator; Sandy Gallo, Village Clerk; Scott Anderson, Representative of the firm of James Anderson Company; Village Attorneys Greg Smith and Jim Ferolo of Klein Thorpe & Jenkins, Ltd.; Financial Consultant, Dorothy O'Mary; Village Treasurer, Pam Fantus

C. APPROVAL OF MINUTES:

Board Meeting Minutes: May 16, 2017

The Village Board meeting minutes were reviewed. Trustee Pink presented her changes to the Village Clerk. Trustee Sheldon moved and seconded by Trustee Brennan that the minutes of the Board Meeting of May 16, 2017 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

1. Bills Submitted for Payment

Trustee Maier reported the total amount for payment is \$115,554.50.

It was moved by Trustee Maier and seconded by Trustee Brennan to approve payment of the bills.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

E. TREASURER’S REPORT

Presentation of the Treasurer’s Summary Report for the Month of May 2017.

It was moved by Trustee Brennan seconded by Trustee Sheldon that the Board acknowledges receipt of the May 2017 Treasurer Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

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

1. Finance Committee

- a. Recommendation to Approve an Ordinance Declaring Surplus Funds and Directing Local Tax Reimbursements Pursuant to the Illinois fiscal Responsibility Law

Mayor Urlacher said the 2017 Tax Rebate is higher by \$150,000 from the 2016 rebate program. Trustee Bohm asked Trustee Maier to elaborate on the how the tax rebates are calculated. Trustee Maier said we start with the cap of \$500,000. When a resident tax rebate application is received, the Village verifies the taxes each applicant resident has paid for that year and a percentage of that total is what the resident will receive as their rebate amount.

Trustee Sheldon added the rebate is not a tax rebate because residents have paid their property taxes. The Village Tax Rebate Program is a profit the Village has allotted. Trustee Maier said the Village receives tax revenues from many sources. The Villages operating expenses are kept at a minimum. As a result, the surplus funds from the operating expense account are than presented as a surplus to the Village.

The tax rebate should not be assumed as a guarantee, it is only a guarantee if there are surplus funds.

b. Other Matters

Trustee Maier said the Village audit has commenced and the required documents have been submitted. The audit is going smoothly; therefore the audit should be done by October. Trustee Maier said once the audit is complete and the final reports have been received they will be posted. The reports will be posted on the Village website along with the Illinois Comptroller's website.

Trustee Maier said this month's Treasurer's Report is the first for the new fiscal year as a result, the monthly bills and activity reported are lower than normal. This trend is normal for the start of the fiscal year.

2. Public Works Committee

a. Update on Potential Water Main Extension

Trustee Towne said a study of the north end residents is being conducted to determine the cost on the water main extension. The option being studied is running the water connection south of Route 176 versus south of Rockland through Libertyville. The residents on the south end of Route 60 and St. Marys Road are also being studied on options for their water main connection. Trustee Towne added ongoing information will be provided as the Committee conducts its studies.

b. Update on the Village Street Lighting Study

Trustee Towne said in a prior meeting it was determined that the following corners; St. Marys Road,/Alexandra Drive and Riverwoods/Shagbark and St. Marys/Sanctuary needed lighting. As a result, arm lighting will be added to two of the existing poles and the third location will be completed upon receiving cost details.

c. Update on amending SSA#3 to Support Road Repairs

Trustee Towne said the road repairs are for Riverwoods Boulevard from Route 60 to Bradley Road. Hamilton Partners is currently reviewing the options on how to support the required funds for the road repairs. Village Engineer Anderson said there is a repair program the Village can submit to receive support on the road repairs. Village Engineer Anderson will continue to research this program to determine if the Village qualifies or if it is conducive to participate.

d. Recommendation for Approval of the 2017 Prevailing Wage Ordinance

Trustee Towne said the filing of the prevailing wages ordinance is part of the state requirements.

e. Update on the Mosquito Abatement Program

Trustee Towne asked Village Clerk Gallo if Clarke has sprayed the Village. Village Clerk Gallo said no invoice has been submitted to confirm the spray.

Village Administrator Irvin said the individual lot spray program does address ticks; however the Village spray does not. Clarke Mosquito representative George Balis will attend the July meeting to speak about the Village spraying program.

f. Other Matters

Trustee Towne asked Village Engineer Anderson when he anticipated starting on Mr. Buell's culvert repairs. Village Engineer Anderson said he anticipated receiving the parts next week. Weather permitting they will start the repair.

3. Parks and Recreation Committee

a. Update on the Trail Maintenance and Drainage Issues

Trustee Sheldon said Army Corps is close to approving the work to be done at the Oasis Trail. Village Engineer Anderson added they are still waiting for the final sign-off from Army Corps and they have no additional requirements.

Mayor Urlacher asked Trustee Sheldon if anyone has contacted Chicagoland Paving Company to complete the repairs. Trustee Sheldon replied the Board agenda item c is to make the recommendation for the approval for \$5,500 to complete the grading and drainage.

b. Recommendation to Approve Tallgrass Grading & Debris Removal Works With the Oasis Park Grant Project in the Amount of \$1,150

Trustee Sheldon said additional grading and removal of debris was needed at the Oasis Park. As a result, the Tallgrass invoice for \$1,150 will require approval. The grant area was approved by Storm Water Management and Teska.

c. Recommendation to Approve a \$5,500 Change Order to Chicagoland Paving for Additional Drainage Work on the Route 60 Trail Extension

Trustee Sheldon said this additional drainage work is part of the Route 60 trail installation.

d. Other Matter

Trustee Sheldon said the removal of buckthorn project will be ongoing.

Resident Pat Cork (26453 N. Farewell Road) asked to discuss the equestrian sign update. Trustee Sheldon said once the trail on Route 60 is complete, the equestrian sign will be posted accordingly.

Resident, Pat Cork (26453 N. Farwell Road) asked if the Oasis Park trail will be completed for the July 4th weekend. Trustee Sheldon said Chicagoland Paving will be contacted the next business day, however, no guarantees can be made on a completion date.

4. Safety Commission

a. Status and Activity Update

Trustee Pink said the Fire Protection District has not received the address signs to be posted. The residents will receive a two week notice prior to the work being commenced.

Trustee Pink said she is currently surveying the Village street signs and horse crossing signs. As a result, new signs may be needed due to the large stables being built on Bradley Road and Old School Road. Trustee Pink spoke to Ann Maine the Lake County Representative about the Everett Road Trail and inquired if any horse-crossing signs were going to be placed on the roundabout. No horse crossing sign will be placed on Everett Road and St. Marys. Ms. Maine indicated she is not aware what type of sign will be posted at the Daniel Wright Woods as well. This sign would be provided through the Lake County Division of Transportation.

Trustee Pink spoke with the Village Attorney Ferolo regarding the bikers on the road. The consensus was to address the bikers who are riding three across on the road, when they have stopped. Village Attorney Ferolo added Howe Security are not peace officers and are not authorized to stop bikers. Legally the Sheriff's officers only have the right to stop the bikers not Howe Security. Trustee Pink discussed these actions with Rick from Howe Security.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher said the ZPA next meeting will be a Workshop on Tuesday, July 26th.

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

1. Mayor's Report

a. Appointment of a ZPA Commissioner Member

Mayor Urlacher said he is recommending Catherine Murphy to fill the unexpired term on the ZPA with the resignation of Bob Busscher as a ZPA Commissioner. Catherine and Chris Murphy have three daughters and they live in Deerpath Farm. She has lived in Mettawa for the last 10 years. Catherine currently works at Abbott Labs as a Manager.

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the appointment of Catherine Murphy to the ZPA.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

b. 2017 First Review of Executive Session Minutes

Mayor Urlacher said it is our requirement to review the release of executive session minutes twice each year and that meeting minutes be released at this time.

c. Building Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report and said it would be placed on file.

d. Other Matters

Mayor Urlacher said this year's picnic will be held on Saturday, August 26th from 11:00 am to 2:00 pm at St. Basil's Church. This event will occur rain or shine.

e. Village Administrator's Report

Administrator Irvin said the Village Board had been given a printout of the graphic design of Brunswick request for a sign panel. The Village is the designated property owners of these signs. Brunswick has requested from the Village to use the sign panel, since there is currently no commercial use on the Village property. Brunswick plans on moving here in August.

Mayor Urlacher said we don't need to make a final discussion tonight. The Village can wait 30 days to make a decision.

Village Attorney Ferolo said a license agreement can be drawn-up for a timeframe for the Board to approve the signs. Village Attorney Ferolo will have a license agreement for the July meeting.

2. UNFINISHED BUSINESS

- a. Motion to Remove from the Table the Discussion Regarding the Findings of Fact and Recommendation of the Zoning, Planning and Appeals Commission for Docket 17-SU-S-1, Regarding the Amendment to the Special Use Permit Application by Celebration Farm, for the Property located at 14157 Riteway Road

Mayor Urlacher said Mr. Farmer was unable to attend this meeting and has asked the Board to move this agenda item to the July's meeting.

- b. Discussion Regarding the Findings of Fact and Recommendation of the Zoning, Planning and Appeals Commission for Docket 17-SU-S-1, Regarding the Amendment to the Special Use Permit Application by Celebration Farm, for the Property located at 14157 Riteway Road

3. NEW BUSINESS

- a. Approval of the 2017 Prevailing Wage Ordinance

It was moved by Trustee Brennan and seconded by Trustee Maier approval of the 2017 Prevailing Wage Ordinance.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

- b. Approval of the Tallgrass Grading and Debris Removal Work with the Oasis Park Grant Project in the Amount of \$1,150

It was moved by Trustee Brennan and seconded by Trustee Bohm approval of the Tallgrass grading and debris removal work with the Oasis Park Grant project in the amount of \$1,150.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried

- c. Approval of a Resolution Approving the Release of Certain Executive Session Minutes for the President and Board of Trustees of the Village of Mettawa

It was moved by Trustee Maier and seconded by Trustee Bohm approval of a resolution approving the release of Certain Executive Session minutes for the President and Board of Trustees of the Village of Mettawa.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried

- d. Approval of an Ordinance Declaring Surplus Funds and Directing Local Tax Reimbursements Pursuant to the Illinois Fiscal Responsibility Law

It was moved by Trustee Maier and seconded by Trustee Brennan approval of an ordinance declaring Surplus Funds and Directing Local Tax reimbursements pursuant to the Illinois Fiscal Responsibility Law.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried

- e. Approval of a \$5,500 Change Order to Chicagoland Paving for Additional Drainage Work on the Route 60 Trail Extension

It was moved by Trustee Bohm and seconded by Trustee Sheldon approval of a \$5,500 change order to Chicagoland Paving for additional drainage work on the Route 60 Trail extension.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried

J. EXECUTIVE SESSION

At 8:03 p.m., it was moved by Trustee Brennan, seconded by Trustee Maier to adjourn the meeting to Executive Session to discuss land acquisition, potential litigation and review of executive session minutes.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

K. CALL TO RECONVENE

At 8:56 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 Bohm, Brennan, Maier, Pink, Sheldon, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator Bob Irvin, Village Clerk Sandy Gallo and Village Attorneys Jim Ferolo and Greg Smith of Klein Thorpe and Jenkins

- M. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION**
- N. ITEMS TO BE REFERRED**
- O. FOR INFORMATION ONLY**
- P. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Brennan and seconded by Trustee Bohm 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 8:58 p.m.

Sandy Gallo, Village Clerk,