

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 SEPTEMBER 19, 2017 IN THE COTTONWOOD 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.; Village Treasurer, Pam Fantus; Financial Consultant Dorothy O'Mary

C. APPROVAL OF MINUTES:

Board Meeting Minutes: August 15, 2017

The Village Board meeting minutes were reviewed. Trustee Sheldon had a word change on page 5. Trustee Sheldon moved and seconded by Trustee Bohm that the minutes of the Board Meeting of August 15, 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

Absent: 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 \$165,111.15.

Trustee Maier said 3 invoices have been added to the report; LaLuzerne & Smith April services for \$350.00; LaLuzerne & Smith August services for \$337.50; and Gewalt

Hamilton for the potential water extension in the amount of \$516.00. It results in the new amount of \$165,111.15.

It was moved by Trustee Maier and seconded by Trustee Bohm 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

Absent: None

Mayor Urlacher declared the motion carried.

E. TREASURER’S REPORT

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

The Board acknowledges receipt of the August 2017 Treasurer Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Absent: 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. Update on Village Property Tax Rebate Program

Trustee Maier stated Village Treasurer Fantus has received 109 tax rebate applications. Last year at this time results were 107. The Tax Rebate deadline is set that the application needs to be postmarked by October 2nd.

b. Update on FY2016-17 Audit

Trustee Maier said the FY2016-17 Audit has been completed. The Finance Committee has received the draft of the preliminary report. The Village Administrator Irvin received the management letter regarding the audit and the Village Attorney submitted the litigation letter which is another component in completing the audit. Trustee Maier said Sikich will be presenting the audit results at the next Finance meeting.

c. Other Matters

2. Public Works Committee

a. Update on Potential Water Main Extensions

Trustee Towne said the Committee has studied the area south of St. Marys Road and 39 residents have shown interest in receiving further details regarding the water main extension. Mayor Urlacher said he would like to ensure the residents understand their driveway length also has an impact on the final extension expense.

Trustee Towne reported the Committee is waiting to receive the formal details from the Village of Libertyville on the water main connection for the north side residents.

b. Recommendation to Request Commonwealth Edison to Install Street Lights at the Intersections of St. Marys Road/Alexandra Drive, St. Marys Road/Sanctuary Lane and Riverwoods Road/Shagbark Road in the amount of \$11,686

Trustee Towne said the ComEd installation pricing is high due to transformers needed at the intersections. Village Administrator Irvin said the monthly expense for these three lights will be \$120.

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

Village Administrator Irvin said the account has an estimate of \$160,000 which is an inadequate amount for the needed repairs. Other options are being explored. The property owners in the special service area are discussing the options for repairs to the road.

d. Update on Culvert Replacement and Drainage Projects

Trustee Towne stated Mr. Buell has asked the Village to hold off on the culvert repairs until early October due to some family matters.

Trustee Brennan inquired about the culvert status located on Little St. Marys by the Swift's residency. Trustee Towne stated no aerial pictures were available for this culvert but it was determined that the water is not flowing properly due to debris creating some clogging. Village Engineer Anderson mentioned he will look into this culvert to evaluate the drainage problem.

e. Update on Drainage Way Clean Up and Culvert Repair/Replacement Along West Oasis Service Road

Trustee Towne said the Oasis service road flooded during the heavy rain storm in July. The service road flooded 1 of the 4 surrounding homes. A few issues were discovered; The Tollway culvert was clogged and it backed-up the easement, the easement has no title recorded and the ditch is flat which impacts the water flow.

f. Update on Lucas Landscaping Regarding Payment for the Removal of trees on the Buell Property

g. Consideration to Waive Sealed Bids and Approve a Proposal from Forest Builders for the Storm Sewer Installation between Bradley Road and Riverwoods Boulevard in the Amount Not to Exceed \$23,000

Trustee Towne said the Forest Builders proposal is suitably priced for the work needed for the Village to consider waving sealed bids to allow the Village to schedule and commence this project prior to the winter.

h. Other Matters

3. Parks and Recreation Committee

a. Update on the Oasis Park Berm Fill and Removal of Dead Trees

Trustee Sheldon said the goal is to preserve the berm and the berm's contour. The Committee recommended removing the dead trees.

b. Update on the Communication from Residents Regarding Lake Forest Oasis

Trustee Sheldon said the residents received an email confirming we are studying this matter.

c. Update on Oasis Park Stewardship Request for Proposals

Trustee Bohm said Huff and Huff provided an outline of the Oasis Park maintenance. The proposal is being reviewed to determine what the final maintenance will be included.

d. Update on Trail Drainage Issues

Trustee Sheldon said Whippoorwill Park trail has been completed. The Village is waiting on the Liphardt's to provide his landscaping plans to determine the Village's action plan.

e. Recommendation to Approve a Proposal from John Irvin Landscape to Install 33 Spruce Trees as part of the Whippoorwill Tree Replacement for Enhancement in the Amount of \$11,550

Trustee Sheldon stated as part of the enhancement program for Whippoorwill 33 spruce trees are being recommended to create a sound barrier from the traffic on Route 60 in the amount of \$11,550.

f. Recommendation to Approve a Proposal from Trugreen to Fertilize and Treat the Various Weeds in Whippoorwill Park in the Amount of \$950

Trustee Sheldon said the Committee is making a recommendation to have Trugreen spray twice this year to begin treating the weeds throughout the Whippoorwill Park. Some consideration will be given to include ongoing weed treatment for next year.

g. Update on Route 60 Median Island Planting

Trustee Sheldon said the Committee will be reviewing Teska's prior proposal received listing the plants recommended and their layout for the median.

h. Other Matters

4. Safety Commission

a. Status and Activity Update

Trustee Pink said Deerpath Farms HOA has allowed the Libertyville Fire Protection District to place signs on the residents' properties. All but 1 resident has agreed to have the red address signs installed.

Trustee Pink stated discussions are still being held regarding horse crossing-signs and painting crossing stripes on the road. Corporate Way has expressed they are not interested in having a crosswalk area.

Trustee Pink said 26 residents have expressed interested in attending the Stop the Bleed course offered by Dr. Richard Fantus and Pam Fantus, RN MSN. Course details will be communicated to the residents as the location is confirmed.

b. Other Matters

Village Administrator Irvin said he reviewed the Tollway's report listing the accidents on Route 60 turning onto Riverwood Boulevard. The results showed 6 accidents, with only one related to a right turn on red. There were 138 vehicle accidents were reported throughout the Village with the most occurring at the Rt. 60 and St. Marys Road intersection.

5. Zoning, Planning and Appeals Commission Report

a. Update on September 5th Meeting

Village Attorney Smith stated the ZPA did not finish deliberating on the 12 text amendments at the September 5th Public Hearing. The next scheduled ZPA Public Hearing as a continuum to review the amendments will be held on Tuesday, October 3rd at 7:00 pm.

b. Other Matters

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

1. Mayor's Report

a. Permit Agreement with Lighttower Fiber Networks

Mayor Urlacher said Lighttower will be installing underground conduit and fiber optic cables along Riverwoods Boulevard. The agreement is the same as other requests the Village has received for fiber network installation.

b. Proposal from Costco to expand Gas Station Pumps

Mayor Urlacher said the proposal from Costco will be approved upon receiving the final specification; those specifications will be reviewed and approved by the Village Engineer.

c. Assignment of Wide Open West Permit Agreement to Verizon

Mayor Urlacher said the WOW agreement will allow Verizon to complete their installation and maintenance on the underground fiber optic cables.

d. Renewal of the Agreement with GovHR

Mayor Urlacher said the renewal agreement is to increase Village Clerk Gallo hourly rate by \$1.00, this is the normal rate of 3% increase.

e. Recommendation to Approve Steve Simonian for Prosecution Services for the Village

Mayor Urlacher said Steve Simonian has been a prosecutor for 29 years in the Hawthorn Woods area. Mr. Simonian will be the new Village prosecutor if approved effective October 1, 2017.

f. Building Report

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

g. Other Matters

Mayor Urlacher reported 140 residents attended the Village Picnic this year. The feedback received was the food was delicious and maybe next year to obtain a bouncy castle for the younger children in the Village.

Mayor Urlacher stated the Serbian Festival went well and no incidents were reported. No issues were reported of parking violations. The Lake County Sheriff did monitor the area to ensure no parking issues occurred for the surrounding neighbors.

h. Village Administrator's Report

Village Administrator Irvin said his report was included under the Safety Commission.

2. UNFINISHED BUSINESS

a. Motion to Remove the Table the Discussion Regarding the Finding of Facts 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 Craig Manchik from Law Offices Craig Manchik & Associates, was representing Tim and Amy Farmer.

Mr. Manchik said the Village would benefit from Amy and Tim Farmer's project. Mr. Manchik said all the concerns would be eliminated in order to ensure this project receives approval. The number of horses proposed can be reduced. The Farmer's currently have an SUP for 11 stalls. The Farmers are very interested in improving their land.

Resident, Dr. Richard Fantus (14253 W. Riteway Road) said granting an SUP to the Farmer's would be out of character given several Village zoning codes have been violated. The Farmers have been repeatedly requested to clean-up their piling manure and nothing has been done. No supervision is occurring on Lot1 while the horses are in the pasture for 9 hours. Dr. Fantus suggested the Farmer's keep the barn they currently have and clean it up.

Village Attorney Ferolo said the Village Engineer has been contacted regarding the Farmer's manure dumpster location as being a code violation.

Trustee Bohm said having 5 horses on 5 acres is a something that was done in 2000. However, this count seems high. Trustee Bohm's said he is opposed to the amendment.

Trustee Brennan asked what will the Farmer's do when the pasture they rent is sold. The proposed structure is too large. Trustee Brennan said she was opposed to the amendment.

Trustee Pink said the Village needs to preserve the rural atmosphere. Trustee Pink said she was opposed to the amendment.

Trustee Sheldon said the case needs further study to be completed. Trustee Sheldon said the case does not have enough evidence to vote.

Trustee Maier said the structure's size is too big for the 5 acres. Trustee Maier said he was opposed to the amendment.

Trustee Towne abstains from consideration of the amendment.

Village Attorney Ferolo said he will prepare an ordinance rejecting the special use amendment for a formal vote at the next Board meeting.

3. NEW BUSINESS

a. Approval of the Permit Agreement with Lighttower Fiber Network

It was moved by Trustee Bohm and seconded by Trustee Maier approval of the permit agreement with Lighttower Fiber Network.

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.

b. Approval of a Proposal from Costco to Expand Gas Station Pumps Subject to Final Review by the Village Engineer

It was moved by Trustee Brennan and seconded by Trustee Maier approval of the proposal from Costco to expand gas station pumps subject to final review by the Village Engineer.

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.

c. Approval of the Assignment to Wide Open West Permit Agreement to Verizon

It was moved by Trustee Brennan and seconded by Trustee Bohm approval of the assignment of the Wide Open West permit agreement to Verizon.

Upon a call of the roll, the following voted:

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

Absent: None

Mayor Urlacher declared the motion carried

d. Approval of the Renewal of the Agreement with GovHR

It was moved by Trustee Brennan and seconded by Trustee Bohm approval of the renewal of the agreement with GovHR.

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.

e. Approval of Commonwealth Edison to Install Street Lights at the Intersection of St. Marys Road/Alexandra Drive, St. Marys Road/Sanctuary Lane and Riverwoods Road/Shagbark Road in the amount of \$11,686

It was moved by Trustee Maier and seconded by Trustee Brennan approval for Commonwealth Edison to install street lights at the intersection of St. Marys Road/Alexandra Drive, St. Marys Road/Sanctuary Lane and Riverwoods Road/Shagbark Road in the amount of \$11,686.

Upon a call of the roll, the following voted:

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

Nay: Bohm

Absent: None

Mayor Urlacher declared the motion carried.

f. Approval of Wave Sealed Bids and Approve a Proposal from Forest Builders for the Storm Sewer installation between Bradley Road and Riverwoods Boulevard in the Amount Not to Exceed \$23,000

It was moved by Trustee Towne and seconded by Trustee Brennan approval of the waiving of sealed bids and approval of the proposal from Forest Builders for the storm sewer installation between Bradley Road and Riverwoods Boulevard in the amount not to exceed \$23,000.

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.

- g. Approval of John Irvin Landscape to Install 33 Spruce Trees as part of the Whippoorwill Tree Replacement for Enhancement in the amount of \$11,550

It was moved by Trustee Towne and seconded by Trustee Sheldon approval of the John Irvin Landscape proposal to install 33 spruce trees as part of the Whippoorwill tree replacement for enhancement in the amount of \$11,550.

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.

- h. Approval of Trugreen to Fertilize and Treat the Various Weeds in Whippoorwill Park in the Amount of \$950

It was moved by Trustee Towne and seconded by Trustee Bohm approval Trugreen to fertilize and treat the various weeds in Whippoorwill Park in the Amount of \$950.

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.

- i. Approval of Mayor's Appointment of Steve Simonian as Village Prosecutor in accordance with the proposal dated September 14, 2017

It was moved by Trustee Maier and seconded by Trustee Sheldon approval of the Mayor's appointment of Steve Simonian as Village Prosecutor in accordance with the proposal dated September 14, 2017.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Pink, Sheldon and Towne

Nay: Brennan, Maier

Absent: None

Mayor Urlacher declared the motion carried.

J. EXECUTIVE SESSION

At 8:45 p.m., it was moved by Trustee Brennan, seconded by Trustee Bohm to adjourn the meeting to the 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 9:56 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 Maier that the meeting be adjourned.

Upon a call of the role, the following voted:

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:57 p.m.

Sandy Gallo, Village Clerk