

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 APRIL 17, 2018 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, Towne and Mayor Urlacher

Absent: Trustee Sheldon

Mayor Urlacher declared a quorum present.

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

C. APPROVAL OF MINUTES:

Board Meeting Minutes: March 20, 2018

The Village Board meeting minutes were reviewed. Trustee Pink moved and seconded by Trustee Bohm that the minutes of the Board Meeting of March 20, 2018 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

1. Bills Submitted for Payment

Trustee Maier reported the total amount for payment is \$107,288.66.

It was moved by Trustee Towne 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 and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

E. TREASURER’S REPORT

Presentation of the Treasurer’s Summary Report for the Month of March 2018

It was moved by Trustee Maier and seconded by Trustee Bohm that the Board acknowledges receipt of the March 2018 Treasurer’s Summary Report and it be placed on file.

Upon a call of the roll, the following voted:
Aye: Trustee Bohm, Brennan, Maier, Pink and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

Mayor Urlacher opened the public hearing to discuss the Fiscal Year Budget for 2018-2019. Mayor Urlacher said the notice of the public hearing was posted in the Daily Herald and the budget had been posted on the Village website for the last month for residents to review. No comments were made by the attendees.

It was moved by Trustee Brennan and Trustee Maier to close the public hearing.

Upon a call of the roll, the following voted:
Aye: Trustees Bohm, Brennan, Maier, Pink and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the public hearing closed.

Village Administrator Irvin said the only change to last months proposed budget was in the amount of \$6,600.

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

Resident, Dr. Fantus (14253 W. Riteway Road) said he would like to discuss the easement within the Rolling Meadows subdivision located on Bradley and Old School Road. Dr. Fantus provided copies at the meeting of a signed petition and the plat of survey relating to the Rolling Meadows subdivision. Dr. Fantus said this subdivision of 6 lots was recorded in 1979. Dr. Fantus said the submitted petition had been signed by the 6 property owners and a few adjacent homeowners. The petition request is for the Village to vacate the 1979 equestrian easement in the Rolling Meadows subdivision.

Mayor Urlacher said the following request will be differed to Parks and Recreation Committee to discuss and make a recommendation for the next Village Board meeting.

Resident, Tom Heinz (15375 W. Little St. Marys Road) said he would like to acknowledge and ‘Thank’ Trustee Sheldon for all she has done in removing the buckthorn throughout the Village.

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

1. Finance Committee

a. Update on the FY2017-2018 Audit Schedule

Chairman Maier said an audit meeting was held on April 3rd with Sikich. The audit field work will be completed earlier this year due to familiarity of the process. As a result, the final outcome of the audit should be available for the September Board meeting.

b. Recommendation to Approve the Village Budget for FY2018-2019

Chairman Maier said the Finance Committee has discussed and approved the Village Board budget.

Trustee Bohm asked if the Village will have the same auditors from last year completing the audit. Trustee Maier said yes. Last year when Sikich was hired they took a deep view into the Village accounts to confirm everything was being reported properly and accurately. As a result, this year’s audit should run smoothly due to the Sikich’s understanding the Village’s accounts.

b. Other Matters

2. Public Works Committee

a. Recommendation to Approve the “Village of Mettawa” Lettering on the New Bradley Road Bridge at the Cost of \$6,600

Trustee Towne said the Tollway has provided a proposal in the amount of \$6,600 to place the Village’s name on the southbound portion of the new Bradley Road bridge.

Trustee Brennan said a prior Mayor removed all of the Village signs in support of Mettawa not being recognized.

Mayor Urlacher asked who will complete the maintenance when a letter falls off. Village Administrator Irvin said the Tollway would handle the maintenance of the letters.

Trustee Bohm said he would rather redirect this expense to the island planting project to allow the residents to benefit.

b. Update on the Village Street Sign Inventory

Trustee Towne said the Village street signs are being inventoried by Anderson Engineering. The Committee will review the listing to determine which signs need to be replaced or adjusted.

c. Update on Potential Water Main Extension

Trustee Towne said the water main extension includes the area south of Route 60 on St. Marys Road. Village Administrator Irvin said Engineer Gewalt Hamilton designed the water main extension project for the Village. Village Administrator Irvin said he met with Lake County Public Works regarding the two water main extension designs. As a result of the LCPW meeting, the county had concerns with their full fire flow testing with the dead-end lines. Upon completing this testing, the designs will be reviewed by LCPW. The designs consist of a short extension and a long extension based on the number of residents interested in participating in the connection.

Village Administrator Irvin said JAWA Executive Committee recommended another 2-year extension to allow Mettawa residents to connect to their water main. The Village currently has 50 lots that may have the opportunity to develop a SSAs for a water main extension.

d. Update on the Riverwoods Boulevard Repaving Bids

Trustee Towne said the Riverwoods Boulevard repaving bids will go out to bidders on May 7th. The lowest bidder tabulation sheet will be provided at the next Board meeting. Village Engineer Scott Anderson said the main repaving portion of the street should only take an estimated 2 weeks; however, several other factors also need to be completed after the street has been repaved.

e. Other Matters

Trustee Towne said he has been working with the Village Engineer in addressing Deerpath subdivision clean-up of storm sewers and drainage issues.

3. Parks and Recreation Committee

Trustee Towne provided the Parks and Recreation Committee report since Trustee Sheldon was unable to attend today's Board meeting.

a. Update on the Route 60 Island Planting

Trustee Towne said the Committee is looking to plant low growing plants in the island on Route 60 to ensure drivers sight is not impaired.

b. Recommendation to Approve the Proposal from Perfect Cut Tree Services for Clean-up of Debris, Trees and Buckthorn Near the Vernal Pond and Mettawa Trail in the Amount of \$7,800

Trustee Towne said this area is located across the street from AbbVie Inc. on the south end of the 10 acres wooded area under the Village's stewardship. The Committee recommends this area to be cleaned up by Perfect Cut Tree Service.

c. Recommendation to Approve the Proposal from Perfect Cut Tree Services for Clean-up of Debris, Trees, Buckthorn and Fence Along the Mettawa Trail in the Amount of \$7,400

Trustee Towne said this proposal area is south of the Vernal Pond to Mettawa Lane. The Committee is also recommending cleaning this area to allow new trees and flowers to sprout.

d. Update on Signage for Trails and Horse Crossings

Trustee Towne said Trustee Sheldon and Trustee Pink are working on this Village signs project. Trustee Pink stated the goal is to have trail signs to be consistent throughout the Village. Trustee Pink stated she is currently addressing the legality of where the signs should be placed.

e. Update on Obtaining Hay Proposal for 701 Riverwoods Road

Trustee Towne said 701 Riverwoods Road is handled by Bob Haraden. Mr. Haraden has cut this area for the last few years. The Committee is currently waiting for Mr. Haraden to reply to the Village's submitted proposal.

f. Other Matters

4. Safety Commission

a. Status and Activity Update

Trustee Pink asked Village Engineer Scott Anderson if he has ordered any new signs. Village Engineer Scott Anderson said no. Trustee Pink asked Village Engineer Scott Anderson to submit a proposal for the signs to be installation or adjusted. Trustee Pink asked the Trustees, since the Neighborhood Watch signs have been found, should these signs be offered to the residents in the areas of concern. The Trustees' consensus was to place the Neighborhood Watch signs within the problematic areas.

Trustee Pink suggested some type of reflector is needed on the ComEd pole located on Little St. Marys and St. Marys Road. The Trustees consensus was to leave the ComEd pole on this corner as is.

Trustee Pink said she has an upcoming meeting with Howe Security. Trustee Pink said Howe Security is willing to work additional hours in order to address the heavier traffic resulting from the bridge replacement. The Trustees consensus was approval on the additional security hours if the Village required Howe Security support.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher stated Sapphire Stables was not able to attend tonight's meeting which is why this matter was not listed on the agenda. This agenda item will be placed back on the following month.

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

1. Mayor's Report

a. Review and Discussion of the Zoning Ordinances Consultants

Mayor Urlacher said last week the Trustees heard three presentations from the submitted zoning consultants to help support the Village's zoning needs. Mayor Urlacher said the project cost for Houseal properties was provided in your packet.

Houseal fees were the highest consultant. Mayor Urlacher said tonight's goal is to make a recommendation to direct the Village Attorney to draw-up an agreement.

Chairman Krusinski said the ZPA consensus after the meeting was to use Camiros. The ZPA saw Camiros energy and willingness to work with the Village.

Trustee Brennan said the consultant Camiros would work well with the ZPA.

Trustee Bohm said Arista from Camiros clearly displayed having read the Village's Comprehensive Plan and understood the Village's project.

Mayor Urlacher said he received Trustee Sheldon's vote in approving Camiros for the project.

Mayor Urlacher said we need to provide a clear direction for Camiros and ZPA to ensure this review is done properly.

Trustee Towne said he liked Teska and Camiros for this project.

Trustee Pink said she was impressed with Teska's presentation; however, Trustee Pink also liked Camiros.

Mayor Urlacher asked for the Trustees consensus on who the Village should hire for this project. The Trustees consensus was Camiros. Village Attorney Ferolo will provide an agreement for the May Board meeting.

b. Building Report.

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

c. Other Matters

d. Village Administrator's Report

Village Administrator Irvin said he provided his report within the Public Works water main extension.

2. UNFINISHED BUSINESS

a. Approval of an Ordinance Approving a Front Yard Setback Variation for Property Commonly Known as 14805 W. Old School Road, Mettawa

The motion was moved by Trustee Maier and seconded by Trustee Bohm

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

b. Approval to remove from the table an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Rearranging Sections 15.105 and 15.106, Time Limit for Appeal from Zoning Administrator's Decisions and the Height of Structures in the R-1 and R-2 Zoning Districts

The motion was moved to remove this item from the table by Trustee Brennan and seconded by Trustee Bohm.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

Approval of an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Rearranging Sections 15.105 and 15.106, Time Limit for Appeal from Zoning Administrator's Decisions and the Height of Structures in the R-1 and R-2 Zoning Districts

The motion was moved by Trustee Maier and seconded by Trustee Bohm.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

Trustee Bohm said he met with a ZPA commissioners regarding these tabled amendments. Trustee Bohm stated the amendments that were tabled after the various ZPA meetings and the Committee of the Whole deliberation, should actually be part of the zoning consultants review.

Trustee Pink said she agreed these amendments should be approved to allow the zoning consultants the ability to review each one.

Trustee Towne said he would like to restate these amendments. Village Attorney Smith said this ordinance included rearranging the requirement for open spaces in 15.105 into 15.106. Village Administrator Irvin said this change is only a move of text, no word change is included. Trustee Towne said he had a concern with the accessory structure height limitation. Village Attorney Smith said the applicant can request for a variance if they feel it is necessary.

Upon a call of the roll, the following voted:
Aye: Trustees Bohm, Brennan, Maier, Pink and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

c. Approval to remove from the table an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Short Term Rentals

The motion was moved to remove this item from the table by Trustee Bohm and seconded by Trustee Maier.

Upon a call of the roll, the following voted:
Aye: Trustees Bohm, Brennan, Maier, Pink and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried

Approval of an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Short Term Rentals.

The motion was moved by Trustee Maier and seconded by Trustee Brennan.

Village Administrator Irvin said this ordinance states no house could be rented less than 90 days. Village Administrator Irvin said this is a policy issue and not an impact that the zoning consultants can provide.

Trustee Towne said if a golf tournament was held, this may be an issue.

Upon a call of the roll, the following voted:
Aye: Trustees Bohm, Brennan, Maier, Pink and Towne
Nay: None
Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

d. Approval to remove from the table an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Special Use Permits

The motion was moved to remove this item from the table by Trustee Bohm and seconded by Trustee Maier.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

Approval of an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Special Use Permits

The motion was moved by Trustee Maier and seconded by Trustee Bohm.

Village Attorney Smith said upon receiving a special use the applicant will need to apply for a permit within 12 months. Chairman Krusinski said an applicant can submit for an extension to the Village Board if financing is delayed and the set period cannot be met. The goal is to ensure the applicant special use request is built prior to the change of property owners.

Village Administrator Irvin said we currently have a special use permit that was issued in 2011 which still hasn't been built.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

e. Approval to remove this item from the table an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Minimum Dwelling Sizes

The motion was moved to remove this item from the table by Trustee Maier and seconded by Trustee Brennan.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

Approval of an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances
Regarding Minimum Dwelling Sizes

The motion was moved by Trustee Maier and seconded by Trustee Bohm.

Trustee Towne said he reviewed many homes that had a separate garage from the principle dwelling. Trustee Towne asked Chairman Krusinski why the ZPA included this limitation. Chairman Krusinski said the discussions were held that property value was driven by the size of the lot and the home built.

Trustee Towne said he has concern because years ago this limitation was removed and now it is being reinstated.

Trustee Brennan said she was not concerned about this ordinance given the current home owners are being grandfathered to their existing home size should it be burnt down.

Trustee Towne said he has no issues with the 2,000 square feet. Trustee Towne said he would like if we could remove the garage and indicate that space to be called living space.

Resident Rick Philips (14704 W. Il Route 60) said due to the ambiguity of the definition maybe this amendment should be directed to the zoning consultants prior to approving the changes.

Village Attorney Smith said the ‘principle’ structure can be added to the definition.

Trustee Maier suggested we remove the word dwelling and change it to primary dwelling.

Trustee Maier withdrew his motion for the Approval of an Ordinance Amending Chapter 15 of the Mettawa Code of Ordinances Regarding Minimum Dwelling Sizes.

A motion was made to amend the Ordinance to change Section 15.1204 and 15.1204g to change the word dwelling in both sections to reflect principle structure.

The motion was moved by Trustee Maier and seconded by Trustee Brennan.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

Approval of an Ordinance as Amended Chapter 15 of the Mettawa Code of Ordinances
Regarding Minimum Dwelling Sizes

The motion was moved by Trustee Maier and seconded by Trustee Bohm.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

3. NEW BUSINESS

a. Approval of an Ordinance Adopting Mettawa's Annual Budget for FY2018-2019

It was moved by Trustee Towne and seconded by Trustee Pink to approve the ordinance adopting Mettawa's Annual Budget for FY2018-2019.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

b. Approval of the "Village of Mettawa" Lettering on the New Bradley Road Bridge at the cost of \$6,600

It was moved by Trustee Maier and seconded by Trustee Pink to approve the "Village of Mettawa" lettering on the new Bradley Road bridge.

Upon a call of the roll, the following voted:

Aye: Trustee Pink

Nay: Trustees Bohm, Brennan, Maier and Towne

Absent: Trustee Sheldon

Mayor Urlacher declared the motion was denied.

c. Approval of the Proposal from Perfect Cut Tree Services for Clean-up of Debris, Trees and Buckthorn Near the Vernal Pond and Mettawa Trail in the Amount of \$7,800

It was moved by Trustee Bohm and seconded by Trustee Towne to approve the proposal from Perfect Cut Tree Service for clean-up of debris, trees and buckthorn near the Vernal pond and Mettawa Trail in the amount of \$7,800.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

d. Approval of the Proposal from Perfect Cut Tree Services for Clean-up of Debris, Trees, Buckthorn and Fence Along the Mettawa Trail in the Amount of \$7,400

It was moved by Trustee Bohm and seconded by Trustee Maier to approve Perfect Cut Tree Services for clean-up of debris, trees, buckthorn and fence along the Mettawa Trail in the amount of \$7,400.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

J. EXECUTIVE SESSION

At 9:09 p.m., it was moved by Trustee Maier seconded by Trustee Brennan 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 and Towne

Nay: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried.

K. CALL TO RECONVENE

At 9:55 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, Towne and Mayor Urlacher

Absent: Trustee Sheldon

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 role, the following voted:

In Favor: Trustee Bohm, Brennan, Maier, Pink and Towne

Opposed: None

Absent: Trustee Sheldon

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:56 p.m.

Sandy Gallo, Village Clerk