

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 DECEMBER 18, 2018 IN THE COTTONWOOD 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 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; Representative of the Firm of James Anderson Company, Scott Anderson; Village Attorney, Jim Ferolo of Klein Thorpe & Jenkins, Ltd; Village Treasurer, Pam Fantus; Financial Consultant, Dorothy O'Mary

C. APPROVAL OF MINUTES:

Board Meeting Minutes: November 20, 2018

The Village Board meeting minutes were reviewed. Trustee Towne moved and seconded by Trustee Bohm that the minutes of the Board Meeting of November 20, 2018 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

Trustee Maier said one additional invoice for Howe Security in the amount of \$7,331.15 has been added.

Trustee Maier reported the amount for bills to be paid is \$87,885.29.

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

Absent: None

Mayor Urlacher declared the motion carried.

E. TREASURER'S REPORT

Presentation of the Treasurer's Summary Report for the Month of November 2018.

It was moved by Trustee Maier and seconded by Trustee Pink that the Board acknowledges receipt of the November 2018 Treasurer's Summary Report and it 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.

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 for Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Year 2018

Trustee Maier stated the levy and collection of tax ordinance is a required document in order for the Village to collect on taxes. Furthermore, the tax collection amount for this year will remain in the amount of \$135,000 as it has for the last 20 years.

Trustee Maier said most of SSAs amounts will remain as the prior year. The one amount change could be found in SSA#3, with an increased amount of \$800; however, this SSA will still remain under the maximum allowance for the ordinance.

- b. Recommendation for Approval of an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinances No. 692 for the Year 2018

Trustee Maier said this abatement ordinance relates to the Oasis Park which contains an Obligation Bond. The bond is paid out of the Operating Capital Account and not through levies.

c. Recommendation for Approval of an Amendment to the Howe Security Agreement

Trustee Maier said at tonight's meeting the recommended increase will be voted. Howe Security provided us their hourly rate of \$32.22 which included their 3% increase. As a result, overtime hours and holiday pay will also be increased accordingly.

d. Other Matters

Trustee Maier said Village Administrator Irvin and Village Engineer Anderson are currently reviewing the James Anderson Company contract. An update to the contract amounts will be provided at the January Board Meeting.

2. Public Works Committee

a. Other Matters

Trustee Towne said the Bradley Road bridge should be open this week.

3. Parks and Recreation Committee

a. Other Matters

Trustee Sheldon said the Committee is working diligently on Oasis Park and Whippoorwill Park in preparation for the spring.

Mayor Urlacher said the two Committees did not hold a December meeting; therefore, their reports are short.

4. Safety Commission

a. Sheriff Annual Report Presentation by Sergeant Dador

Trustee Pink said Sergeant Dador has attended today's meeting to present the annual report.

Sergeant Dador said the majority of the calls received included; 911 hang ups, alarm notifications and rescue calls. Sergeant Dador stated it has been a smooth transition

with the new Sheriff in place. Sergeant Dador added Mettawa did contract the special details with the Lake County Sheriff's Office in the past. This matter should be discussed in the near future under the new administration.

Resident Tom Heinz asked Sergeant Dador if they completed house checks for the Village. Village Administrator Irvin clarified the Sheriff's Department only respond to the Village's 911 calls. Howe Security completes the Village's house checks.

b. Status and Activity Update

Trustee Pink said that Howe Security's 3% pay increase will be voted on tonight. Trustee Pink said she received confirmation that 2/3rd of the pay increase will be directed to Rick and Antonio, while the remaining percentage will be corporate increase.

Trustee Pink said the Sheriff's department has encountered some issues downloading the speed-trailers data. Village Administrator Irvin said tonight the Sergeant did confirm the data will not be available. However, the Sheriff's Department will be setting-up the speed-trailer after the bridge is reopened which is ideal with the heavier traffic anticipated.

Trustee Pink said Howe Security will be incorporating some evening hours for the remaining month of December. Howe Security will also be including some later hours for the month of January.

5. **Zoning, Planning and Appeals Commission Report**

Village Administrator Irvin said the ZPA met on December 4th to review the Technical Report submitted by Camiros. During the review, the Commissioners determined which of Camiros suggestions to explore and which suggestions required no action to be taken. The Board received a full report from the Chairman to contract Camiros services to support the zoning code rewrite. The estimated cost for Camiros to complete the rewrite is in the amount of \$52,000. A conference call was held with Village Attorney Rhodes, Chairman Krusinski, Arista Strungys from Camiros and myself, to refine the agreement and the timetable to provide these details to the Board. The next action step is to get the consensus from the Board today and an agreement for approval would be brought to January's meeting. The outcome of the rewrite would result in better graphics and logical placement of information that will allow the code to be user friendly.

Trustee Towne asked if the Village would need to go out to bid due to the contractual amount. Village Attorney Ferolo said no, this is a professional service. Trustee Towne said he attended the December 4th ZPA Workshop. Trustee Towne added he received feedback from the residents that they did not feel they were able to participate until the end of the discussion. The residents wanted to further discuss special uses, horse regulations, building heights and animals issues at hand. Village

Administrator Irvin said the meetings goal was for the ZPA to determine which recommendations and areas for Camiros to concentrate their efforts. This meeting was not meant to debate each recommendation.

Trustee Brennan said the Commissioners workshop was meant for the ZPA to discuss each ordinance to be included not for the residents to make their comments.

Chairman Krusinski said during the workshop it was made clear to the audience they would have time to comment and comments were made. However, the Commissioners goal was to get through the Technical Report to determine which issues needed to be concentrated on by Camiros for their review. Chairman Krusinski said the Commissioners did not discuss any matter at length. The ZPA has had 7 or 8 meetings over the last 20 months which included a considerable amount of discussion and community input which created the ZPA list of recommendations. The workshop goal was to discuss the recommendations that had not yet been approved by the Board and Camiros suggestions. Chairman Krusinski added Village Attorney Rhodes and Village Administrator Irvin did an outstanding report outlining the scope of the work in which Camiros services are required. Chairman Krusinski commented there has not been a lack of discussions in any of these matters.

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

1. Mayor's Report

a. 2018 Second Review of the Executive Session Minutes

Mayor Urlacher said the state law requires the Village to review the possible release of the executive session meeting minutes twice a year. Mayor Urlacher said it is recommended that no release of executive session meeting minutes be released at this time. Voting in favor of the resolution means no minutes will be released.

b. Recommendation for Approval of a Settlement Agreement with S/F Equestrian Farm, LLC (Always Faithful Stables)

Mayor Urlacher said the Village was sued by Always Faithful earlier this year over the interpretation of the zoning regulations, impact of the commercial property and ancillary use of their property. The Village and Always Faithful engaged in settlement negotiations in order to protect both parties' interest. After several months of discussions, Trustee Brennan worked with Always Faithful and was able to finalize some details for the settlement agreement. A summary will be provided of the settlement agreement under New Business items.

c. Proposal by Costco for Additional Gas Station Modifications

Mayor Urlacher said in September of 2017 the Village Board approved a gas station modification plan submitted by Costco. At this meeting, Costco is seeking additional modifications to their prior plan. The Board has the options to approve the submitted plans or approve the plans with modifications.

d. Building Report

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

e. Other Matters

f. Village Administrator's Report

Village Administrator Irvin said various updates were already provided in other areas. The next newsletter is due to be completed in January.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Year 2018

It was moved by Trustee Maier and seconded by Trustee Sheldon to approve the ordinance authorizing the levy and collection of taxes for the corporate and municipal purposes of the Village of Mettawa for the year 2018.

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 an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2018

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the ordinance abating certain additional taxes levied by the Village of Mettawa pursuant to Ordinance No. 692 for the year 2018.

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 a Resolution Approving the 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 to approve the resolution approving the release of certain executive session minutes of 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

Absent: None

Mayor Urlacher declared the motion carried.

d. Approval of an Amendment to the Security Services Agreement with Howe Security

It was moved by Trustee Brennan and seconded by Trustee Sheldon to approve the amendment to the security services agreement with Howe Security.

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 a Resolution Authorizing the Village President and Village Clerk to Execute a Settlement Agreement with S/F Equestrian Farm, LLC (Always Faithful, LLC)

It was moved by Trustee Brennan and seconded by Trustee Maier to approve a resolution authorizing the Village President and Village Clerk to execute a settlement agreement with S/F Equestrian Farm, LLC (Always Faithful, LLC).

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.

f. Approval of a Proposal from Costco for Additional Gas Station Modifications

It was moved by Trustee Bohm and seconded by Trustee Maier to approve the proposal from Costco for additional gas station modifications.

Costco Consultant, Sean Anderson, provided a PowerPoint of Costco's gas station modification to the site plan that was approved September 2017. This presentation is on file with the Village Clerk.

Mr. Anderson said the modification since approved it includes two additional dispensers to have three dispenser islands, additional storage tank and upgrade controller enclosure. Mr. Anderson said the intent for the new modification from the September 2017 approved plan was due to the feedback received from the facility. The goal was to ensure this expansion was going to better service the site members. Mr. Anderson said he wanted to address the Board's concern regarding the third-row dispenser function and safety as a middle row. The purpose for this expansion is for Costco to stay competitive and address the feedback received from their site members and warehouse. Costco has implemented this dispenser layout nationwide and it has proven to be very successful.

Costco's Traffic Engineer, Chris Tessler, said this expansion will increase from 12 to 22 fueling positions, resulting in an 83% increase in processing capacity. Consequently, the increase in capacity will result in more cars being able to be fueled in less time. The utilization and the goal of the middle dispenser is to account for the ease of the cars to be able to move into the row without any issues.

Trustee Towne stated when the 3 pumps to the north were approved, he was concern if there would be enough room to stack cars. Trustee Towne added the current pumps experience 60-70 cars queuing for gas, would these additional pumps increase the

current issue. Mr. Tessler said the additional pumps and capacity will reduce the cars queuing given the processing fueling time will increase significantly. Other Costco sites have had the same expansions and the queuing numbers have improved drastically.

Trustee Sheldon said the additional pumps will reduce the issues experienced on Riverwoods Road. Mr. Tessler said the processing rate will be higher with a reduction of cars stacking.

Trustee Bohm said he approves of the modification to increase the number of pumps to further eliminate some of the queuing around the facility.

Village Administrator Irvin asked Mr. Tessler if he anticipates any membership growth to occur and create unanticipated queuing. Mr. Tessler said Costco's data did not indicate membership growth after a gas station expansion.

Costco's Design Strategies, Ted Johnson, said the membership at this location is estimated between 40,000-50,000.

Trustee Maier asked if the threshold of entering the parking could be adjusted.

Mr. Johnson added the landscaping along Riverwoods Boulevard was completed according to the Village's requirements. The goal was to screen Costco parking lot from the surrounding residents. Mr. Johnson said should these pumps not reduce queuing areas or create any safety issue, Costco would need to consider shaving some of the berm but not impacting the landscaping.

Trustee Towne asked Mr. Johnson if he could provide the Village a letter stating if the new pumps do not reduce the queuing lines, they would address this issue.

Trustee Pink asked how will the Costco's controller handle the traffic issues from one area when the congestion is in a different area. Mr. Tessler stated some additional personnel would be made available to address the congestion.

Resident, Liz Leonard asked why wasn't the empty areas of the parking lot utilizing. Mr. Tessler said the issue was the access point that Lake County designated.

Trustee Bohm asked how soon will this project commence. Mayor Urlacher said Costco would commence construction in the spring and it will take 60-90 days. Mr. Tessler added only one island would be closed during the expansion.

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.

J. EXECUTIVE SESSION

K. CALL TO RECONVENE

L. ROLL CALL

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:

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

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:22 p.m.

Sandy Gallo, Village Clerk