

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 OCTOBER 15, 2019 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 and Mayor Urlacher

Absent: Trustee Towne

Mayor Urlacher declared a quorum present.

Also, present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd; Financial Consultant, Dorothy O'Mary; Village Treasurer, Pam Fantus; Deputy Village Treasurer Carol Armstrong and Representative from James Anderson Company, Scott Anderson

C. APPROVAL OF MINUTES:

Board Meeting Minutes: September 17, 2019

The Village Board meeting minutes were reviewed. It was moved by Trustee Brennan and seconded by Trustee Sheldon that the minutes of the Board Meeting of September 17, 2019 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

Trustee Maier said the true invoice amount for the ComEd Acct 2015 should reflect \$92.32. Trustee Maier reported the amount for bills to be paid this month is \$156,541.10.

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 and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried and the bills will be paid.

E. TREASURER'S REPORT

Presentation of the Treasurer's Summary Report for the Month of September 2019.

It was moved by Trustee Brennan and seconded by Trustee Maier that the Board acknowledges receipt of the September 2019 Treasurer's Summary Report and it be placed on file.

Trustee Maier said an updated Treasurer's Report will be sent to the Board to reflect amount changes.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

Mayor Urlacher commented that the Board members received copies of the 3 resident letters that were submitted for tonight's meeting. The resident letters include; Bob Price located on 15126 W. Old School Rd; Judy Friedman located on 25310 St Marys Road; and Lezlie O'Donnell located on 25575 North St. Marys Road.

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

1. Finance Committee

a. Update on the 2019 Tax Rebate Program

Village Treasurer Fantus reported she received and approved 148 applications for this year's tax rebate program. The 2019 program is the highest application turnout thus far. In 2018, 143 applications were received and 2017 had 137. Trustee Maier commented the final tax rebate listing will be available and approved at the November's meeting.

b. Update on the Department Code Set-up in the General Ledger

Trustee Maier commented the purpose of department coding is to allow subsidiary reporting to be available for Trustees. As a result, the Village Administrator identified a number of sub-categories to be included in each department. Trustee Maier said no changes will be made to the current treasurer report nor the current fiscal year budget.

c. Other Matters

2. Public Works Committee

Trustee Sheldon provided Public Works reporting in Trustee Towne's absence.

a. Update on the Study for Mettawa Lane Road Widening

Trustee Sheldon said a drawing of Mettawa Lane was provided at the Committee meeting by James Anderson. This drawing will be provided to 6 residents who reside on this road in order to receive their approval on the project before the Village moves forward. Additional discussion will be held at November's Committee meeting.

b. Update on the Right-of-Way Trees to be Trimmed or Removed

Trustee Sheldon said several dead trees are currently being marked by James Anderson. Trustee Sheldon indicated this work will go out to bid for the lowest bidder. Village Administrator Irvin added the goal is to receive the bids prior to the November Committee meeting. The smaller tree stumps are also being included to be removed and cleared to the ground. Trustee Sheldon said moving forward any large trees being removed should also include stump removal to avoid further maintenance.

c. Update on the Light Study at the Southeast Corner of Old School Road and St. Marys Road to Add a Street Light

Trustee Sheldon commented the Village is currently waiting on ComEd to provide pricing and installation information. Village Administrator Irvin added he met with a ComEd representative. The final design is currently being reviewed and an agreement will be drawn when finalized. Village Administrator Irvin said ComEd will provide the installation cost and the Village would then need to approve the final agreement.

d. Other Matters

3. Parks and Recreation Committee

a. Other Matters

Trustee Sheldon said the tree planting plans were approved. The trees will be marked and installed at the Oasis Park. Trustee Pink added the trees will be installed the week of October 21st.

Trustee Pink added V3 will finish their maintenance at Oasis Park. V3 will also be seeding the Oasis Park next spring. Trustee Sheldon said V3 contract is due for renewal. As a result, the Committee will need to discuss long-term maintenance for the Village's open space areas and later go out to bid.

Trustee Sheldon commented MOLA held their event on October 13th and it went well.

4. Safety Commission

a. Status and Activity Update

Trustee Pink said the number of reported incidents continue to decline for both the Sheriff's office and Howe Security. Trustee Pink spoke about the Stand Strong Coalition, a safety program called Tip 411. This is an anonymous line, to allow someone to call and report irresponsible behaviors.

Trustee Pink said she has received the notification from the Sheriff's office that they are not able to provide the Village data from the speed-trailer yet again.

Mayor Urlacher said last month the Trustees were asked to consider if special details were needed as part of a Village service. Village Administrator Irvin said the perimeters to include their set hourly rate of \$63 and a 2-hour minimum. The deputy sheriffs would commence their support after their 7:00 am or 3:00 pm shifts. This program would be considered a volunteer program for the deputies. Mayor Urlacher asked the Trustees to provide Trustee Pink their input on whether or not they would like to see special services be provided. Trustee Pink commented she would like to receive some direction from the Trustees.

Village Administrator Irvin said the Village is currently on their 6th year with Lake County Sheriff's Department. The contract period is from June 1st through May 31st. Within the first quarter of the current year, 214 service calls were received. The average service call number for the prior five years was 270. The most common service calls include, car accidents, disabled vehicles, alarms and assist fire and rescue.

5. Zoning, Planning and Appeals Commission Report

a. Update on the October 8th Public Hearing

Village Attorney Rhodes said last Tuesday on the 8th of October, the ZPA conducted a public hearing to discuss the comprehensive zoning code. Ms. Strungys from Camiros explained the modifications and details for the proposed changes made in each article. A number of members of the public were present and they were able to comment on the various provisions. A number of changes were made at the meeting. The Village Attorney added the ZPA voted to recommend to the Village Board all of the changes with the exception of Article 13. Article 13 deals with non-conforming uses that would impact the special uses for large stables. The ZPA determined to continue the public hearing to November 5th to further discuss large stables.

Village Attorney Rhodes said the ZPA has also recommended that the animal provisions within the zoning code be moved into an animal control ordinance. The Village Board will need to adopt the animal control ordinance provisions simultaneously with the zoning code to reduce the zoning code lapse. The ZPA is also recommending that the Board approve the fees being removed from the zoning code and placed in a separate section in the code. Village Attorney Rhodes stated the letters submitted to the Trustees today expressed the same issues that were discussed at the public hearing.

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

1. Mayor's Report

a. Appointments of Village Treasurer and Zoning, Planning and Appeals Member

Mayor Urlacher said he received Village Treasurer Pam Fantus' resignation and Holly Hirsch's resignation from the ZPA. Mayor Urlacher extended his gratitude to Mrs. Fantus for her outstanding 4 years as Village Treasurer. Mayor Urlacher also thanked Mrs. Hirsch for her 7 years as a ZPA Commissioner for her countless hours of service to the Village.

Mayor Urlacher said he would like to recommend the appointment of Carol Armstrong as the Village Treasurer.

A motion was made to appoint Carol Armstrong as the Village Treasurer. The motion was moved by Trustee Pink and seconded by Trustee Brennan.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

Mayor Urlacher said he would like to recommend the appointment of Pam Fantus to fill the unexpired term of the Zoning, Planning and Appeals Commission.

A motion was made to appoint Pam Fantus to the Zoning, Planning and Appeals Commission. 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 Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

b. Recommendation to Approve an Ordinance Amending Chapter 7 (Offenses and Miscellaneous Regulations) to Add to New Article XIV (Adult-Use Cannabis) of the Village Code of Ordinances Prohibiting Adult-Use Cannabis Business Establishments Within the Village

Mayor Urlacher mentioned at the last Board meeting a consensus was received to draft the following ordinance.

Trustee Pink asked if the ordinance covered craft growers', what if a resident grew the cannabis in their home for their own use. Village Attorney Rhodes stated a resident could only grow it in their home if it is medical marijuana. The Village Attorney added craft growing is a business use.

c. Recommendation to Approve the Resolution Authorizing the Execution of a Master License Agreement for the Collocation of Small Wireless Facilities Located Within the Municipal Right-of-Way

Mayor Urlacher said the Trustees received a memo from the Village Attorney Rhodes explaining the need for the Village to approve a resolution with Verizon. The Trustees had no questions.

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

Mayor Urlacher said he received a number of resident calls inquiring about the Grainger property purchased by the Village and as part of the annexation agreement in August, 2018. The annexation of this property was subjected to several conditions. One condition included the rezoning of Grainger's headquarters property into the Office/Hotel District. Under the Plan Unit Development, the PUD was to carry the same approvals that were granted to Grainger by the Village and Lake County in 1994. At this time, a complaint has been filed at the Lake County Circuit Court against the Village and Grainger by Thomas and Franziska Lys challenging the zoning approvals granted by the Village. As a result, the closing on the property has been delayed. The Board believes the zoning approvals were done properly and legally.

f. Village Administrator's Report

Village Administrator Irvin said the 2nd Quarter Newsletter will be released at the end of October.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of the FY2018-2019 Audit

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the FY2018-2019 audit.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

b. Approval of the Ordinance Amending Chapter 7(Offenses and Miscellaneous Regulations) to Add a New Article XIV (Adult-use Cannabis) to the Village Code of Ordinances Prohibiting Adult-Use Cannabis Business Establishments Within the Village

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the ordinance Amending Chapter 7(Offenses and Miscellaneous Regulations) to add a New Article XIV (Adult-use Cannabis) to the Village code of ordinances prohibiting adult-use cannabis business establishments within the Village.

Upon a call of the roll, the following voted:

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

Mayor Urlacher declared the motion carried.

c. Approval of the Resolution Authorizing the Execution of a Master License Agreement for the Collocation of Small Wireless Facilities Located Within the Municipal Right-of-Way

It was moved by Trustee Maier and seconded by Trustee Brennan to approve the resolution authorizing the execution of a master license agreement for the collocation of small wireless facilities located within the municipal right-of-way.

Upon a call of the roll, the following voted:

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

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 Sheldon that the meeting be adjourned.

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

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:58 p.m.

Sandy Gallo, Village Clerk