

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 FEBRUARY 18, 2020 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, Maier, Pink, Sheldon, Towne and Mayor Urlacher

Absent: Trustee Brennan

Mayor Urlacher declared a quorum present.

Also, present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Attorney, Carmen Forte of Klein Thorpe & Jenkins, Ltd; Financial Consultant, Dorothy O'Mary; Village Treasurer Carol Armstrong and Representative from James Anderson Company, Scott Anderson (arrived 7:10 pm)

C. APPROVAL OF MINUTES:

Board Meeting Minutes: January 21, 2020

The Village Board meeting minutes were reviewed. It was moved by Trustee Bohm and seconded by Trustee Maier that the minutes of the Board Meeting of January 21, 2020 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

Trustee Maier reported the bills amount to be paid this month is \$ 89,402.21.

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

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

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 January 2020.

It was moved by Trustee Maier and seconded by Trustee Bohm that the Board acknowledges receipt of the January 2020 Treasurer’s Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

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 the Village Budget for FY 2020-2021

Trustee Maier said the Committees reviewed their proposed budget. Overall, the expenses and revenues have no significant changes from last year. The Committees will review their budget amounts one more time in their March meeting prior to the budget draft submission.

b. Other Matters

Trustee Maier remarked the Village Engineer is due to provide the cost to date regarding the tree and stump removal amount to Trustee Pink prior to the next Committee meeting.

Trustee Maier mentioned the Village office is in need of a fireproof cabinet in an estimated amount of \$4,500. The Village Clerk will contact Waukegan Safe and Lock company to request a proposal. A recommendation has been made to purchase the fireproof cabinet.

Trustee Maier said the Village has been debt free since February 16th. The Village has an AA1 rating with zero debt.

2. Public Works Committee

a. Update on Solar Energy in the Village

Trustee Towne said a representative from ComEd attended our last Committee meeting and gave a solar energy presentation. Resident, Mike Ruppe's (14310 Old School Road) daughter works for ComEd and she asked a representative to attend the Committee meeting. The presentations included the options of having solar panels for residents and as a community. The Committee will move ahead in forming a solar panel to research how solar energy can be used for the community.

b. Update on the Stump and Tree Removal Progress

Trustee Towne said Canopy Tree Specialist has begun removing some trees. Village Engineer Scott Anderson will also provide the Committee the cost to monitor this project. Village Engineer Scott Anderson indicated no set number of days were indicated for this contractor. This contractor is estimated to complete this work by April 1st.

c. Update on the Maintenance and Capital Improvement Items for FY 2020-2021 Budget

Trustee Towne said the budget includes Village trails to be repaired, some additional culvert replacements and a cul-de-sac at the end of Mettawa Lane.

d. Other Matters

3. Parks and Recreation Committee

a. Update on the Stewardship for Oasis Park and Bradley Nature Areas

Trustee Sheldon said the Committee decided they wanted to meet with the landscaper contractors a second time to discuss in detail their proposals. Village Administrator Irvin will also be attending these two meetings.

b. Update on the Village Berm Bids

Village Engineer Scott Anderson said the berm bids will be opened on February 19th.

Trustee Sheldon commented the Committee decided they will wait for the berm bids to be opened prior to determining their next actions. The Committee is against incurring expenses to create the berm.

c. Recommendation to Approve a Habitat Restoration Sign for Oasis Park in the Amount Not to Exceed \$200

Trustee Sheldon said Trustee Bohm sought a proposal from Fast Signs to create a restoration sign the size of a standard real estate sign. The Committee would like to recommend approval to purchase the sign in the amount not to exceed \$200. This sign will be utilized in other village parks as restoration occurs.

d. Recommendation to Approve the Purchase of Native Plugs for Planting Around the Vernal Pond Near Riverwoods Blvd. in the Amount Not to Exceed \$2,500

Trustee Sheldon said the area around the vernal pond has been cleared. As a result, the Committee would like to add some native plugs either in the spring or fall. We are currently waiting to hear from MOLA if they would like to plant the plugs.

e. Update on the Maintenance and Capital Improvements Items for FY2020-2021 Budget

Trustee Sheldon said last year's budget was higher due to some work anticipated to be done at Oasis Park and planting of some additional trees, which were not available. As a result, this year's budget of \$112,000 includes about \$30,000 for more landscaping and trees for spring plantings.

Trustee Sheldon added she was able to create some savings with ILM in the amount of \$3,000. ILM eliminated the additional maintenance fee for the corner of Riverwoods Blvd and Bradley Road. ILM will continue to service Whippoorwill Park, Riverwoods Blvd and Bradley Road under one cost.

f. Other Matters

4. Safety Commission

a. Status and Activity Update

Trustee Pink said a discussion was held in the Finance Committee regarding Howe's request for the Village to purchase a compressor/jump start to help stranded drivers. The Committee determined this level of car assistance could be a liability for the Village. Village Attorney Rhodes said if Howe Security connects incorrectly or creates a fire for some reason, their actions can create an out of pocket expense for the Village. The consensus from the Trustees was to not purchase the compressor.

Trustee Pink spoke about the 2020 Citizen Academy being available to the residents. Trustee Pink will provide the Village Clerk the flyer electronically to be sent to residents.

Trustee Pink said she followed-up with the two communities that utilize the digital traffic signs. Trustee Pink is waiting to hear from Round Lake and Libertyville to discuss with them if the signs have deterred violators.

5. Zoning, Planning and Appeals Commission Report

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

1. Mayor's Report

a. Special Meeting Scheduled on March 2nd

Mayor Urlacher said the Village Board will continue their discussion regarding the ZPA recommendations on March 2nd at 7:00 pm. The focus of this meeting will be Articles 2 through 6.

b. Oasis Park Name Change on MacLean Preserve at Oasis Park

Mayor Urlacher said the consensus at the last Board meeting was to rename the Oasis Park to MacLean Preserve at Oasis Park. The Mayor is requesting the parks name change be formally approved at this meeting.

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

e. Village Administrator's Report

Village Administrator Irvin reminded the Board that in about 4-weeks the residents will be receiving cards to complete their 2020 census. The residents will be encouraged to complete their surveys online. Trustee Sheldon said she had already completed her survey.

2. UNFINISHED BUSINESS

3. NEW BUSINESS

a. Approval of the Habitat Restoration Sign for Oasis Park in the Amount Not to Exceed \$200

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the habitat restoration sign for Oasis Park in the amount not to exceed \$200.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

Mayor Urlacher declared the motion carried.

b. Approval of the Native Plugs to be Completed in the Spring in the Vernal Pond in the Amount Not to Exceed \$2,500

It was moved by Trustee Bohm and seconded by Trustee Maier to approve the native plugs to be completed in the spring in the vernal pond in the amount not to exceed \$2,500.

Trustee Sheldon said the plantings may occur in two sessions. The Committee is waiting to hear if MOLA could complete the plantings.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

Mayor Urlacher declared the motion carried.

c. Approval of the Name Change of Oasis Park to MacLean Preserve at Oasis Park

It was moved by Trustee Maier and seconded by Trustee Bohm to approve the name change of Oasis Park to MacLean Preserve at Oasis Park.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

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 Maier and seconded by Trustee Bohm that the meeting be adjourned.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Brennan

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:53 p.m.

Sandy Gallo, Village Clerk