

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON DECEMBER 19, 2023 AT THE HILTON GARDEN INN COTTONWOOD ROOM

A. CALL TO ORDER

Mayor Urlacher called the meeting to order at 7:00 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Clark, Maier, Smolic and Mayor Urlacher

Absent: Trustees Pelech and Towne

Mayor Urlacher declared a quorum present.

In Attendance: Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd; Village Administrator, Mandi Florip; Village Clerk, Sandy Gallo; Representative from James Anderson Company, Scott Anderson; Representative of Sikich, Laura Babula

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of November 21, 2023

The Village Board reviewed the Regular Board meeting minutes of November 21, 2023. It was moved by Trustee Smolic and seconded by Trustee Armstrong that the minutes of the Regular Board meeting of November 21, 2023 be approved and be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and Towne

Mayor Urlacher declared the motion carried.

D. APPROVAL OF THE BILLS

Trustee Maier indicated the Committee reviewed and approved of the bills being presented for payment. The bill total for this month is \$124,854.63.

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

Upon a call of the roll, the following voted:

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and Towne

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

E. TREASURER'S REPORT

Sikich Representative, Laura Babula presented the November 30, 2023 Treasurer’s Report. Ms. Babula stated revenue continues to trend upwardly. The village has collected 91% of the expected revenue thus far. Sales taxes received continue to be strong.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the November 30, 2023 Treasurer’s Report and it will be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and Towne

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be heard not listed elsewhere on this Agenda
2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

- a. Review and Recommendation of the James Anderson Company Agreement for 2024

Trustee Maier indicated the Committee discussed the engineering agreement. The changes to the 2024 agreement include the monthly amount of \$17K with a 7% hourly increase. Another change from the prior agreement is that the village will begin to receive the full amount of the permit fees. Trustee Maier added the Village Attorney Rhodes also reviewed the agreement.

- b. Recommendation to Approve an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Tax Year 2023

Trustee Maier stated this ordinance is protocol for the tax collection of the Village’s SSAs. In the upcoming budget, SSA#9 will be increased in its collection for the tax year 2024 in preparation for Farwell Road to be repaved.

- c. Recommendation to Approve an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No. 692 for the Year 2023

Trustee Maier indicated this ordinance relates to the \$1.9 general obligation bond that was paid in full but remains for the collection of taxes.

d. Other Matters

2. Public Works Committee

a. Other Matters

Mayor Urlacher indicated the Public Works Committee meeting was cancelled for December but will resume in January.

3. Parks and Recreation Committee

a. Othe Matter

Mayor Urlacher indicated the Parks and Recreation Committee also cancelled their December meeting and will resume in January.

4. Public Safety

a. Lake County Sheriff's Office Sergeant Micheal Bennett

Sergeant Michael Bennett reported Lake County has no matters to report at this time. He has enjoyed their partnership with Mettawa. Mayor Urlacher thanked the Sheriff and his team's support and protection they provide Mettawa residents.

b. Other Matters

5. Zoning, Planning and Appeals Commission Report

Mayor Urlacher indicated no matters to report for ZPA.

a. Other Matter

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. 2023 Second Review of Executive Session Minutes

Mayor Urlacher stated it is required by state law that the Village review their Executive Session minutes two times each year for a possible release. At this time, it is recommended that no minutes will be released.

b. Adoption of the Lake County 2022 All-Natural Hazard Mitigation Plan

Mayor Urlacher stated the Lake County All Natural Hazards Mitigation Plan addresses natural hazards that may impact Lake County and identifies activities to prevent and respond to potential hazards. The adoption of this plan is done every 5 years. This allows Lake County and participating municipalities to be eligible for federal disaster mitigation grants. As a result, this plan will also provide credit for communities that participate in FEMA's. Each municipality must adopt this plan to maintain federal eligibility. The proposed resolution adopts the Lake County All Natural Hazards Mitigation Plan as the Natural Hazards Mitigation Plan of the Village.

c. Building Report

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

d. Monthly Traffic Enforcement Statistics

Mayor Urlacher thanked the Village of Lincolnshire for submitted the monthly breakdown for November traffic activity.

e. Other Matters

f. Village Administrator's Report

Village Administrator Florip stated the village managers held a meeting recently, regarding the bus of migrants that recently arrived at the City of Highland Park's train station. Highland Park worked with the City of Chicago to account for the migrants aboard.

2. UNFINISHED BUSINESS

Mayor Urlacher added the following two items will remain tabled and are not part of the Consent Agenda approvals.

- a. A Motion to Remove from the Table an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies
- b. Discussion of an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies

3. SELECTION OF CONSENT AGENDA

The Chair would like to entertain establishing a consent agenda for any or all the items listed under New Business on the agenda. The mayor asked if there were any items listed under the New Business that a Trustee does not wish to approve under the Consent Agenda.

- a. Approval of the Amendment to James Anderson Company Agreement for 2024
- b. Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa, Lake County, Illinois for the Tax Year 2023
- c. Approval of an Ordinance Abating Certain Additional Taxes Levied by the Village of Mettawa Pursuant to Ordinance No 692 for the Year 2023
- d. Approval of a Resolution Approving the Release of Certain Executive Session Minutes of the President and Board of Trustees of the Village of Mettawa, Illinois
- e. Approval of a Resolution of the Village of Mettawa, Lake County, Illinois Adopting the 2022 Lake County All-Natural Hazard Mitigation Plan

A motion was made by Trustee Maier and seconded by Trustee Smolic to approve the following agenda items by the consent agenda.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and Towne

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the following agenda items by the omnibus vote.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and 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

The motion was made by Trustee Armstrong and seconded by Trustee Clark. With no further business to conduct, the meeting was adjourned by Ayes.

Aye: Trustees Armstrong, Clark, Maier and Smolic

Nay: None

Absent: Trustees Pelech and Towne

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:16 p.m.

Sandy Gallo, Village Clerk