

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 8:00 P.M. ON FEBRUARY 20, 2024 AT THE HILTON GARDEN INN COTTONWOOD ROOM

A. CALL TO ORDER

Mayor Urlacher called the meeting to order at 8:00 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Clark, Maier, Pelech, Towne and Mayor Urlacher

Absent: Trustee Smolic

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, Brian LeFevre

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of January 16, 2024

The Village Board reviewed the Regular Board meeting minutes of January 16, 2024. Village Clerk Gallo indicated she received one word change. It was moved by Trustee Clark and seconded by Trustee Towne that the minutes of the Regular Board meeting of January 16, 2024 be approved with the edit and be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech and Towne

Nay: None

Absent: Trustee Smolic

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 \$445,179.74.

It was moved by Trustee Armstrong and seconded by Trustee Pelech 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, Pelech and Towne

Nay: None

Absent: Trustee Smolic

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

E. TREASURER’S REPORT

Sikich Representative, Brian LeFevre presented the January 31, 2024 Treasurer’s Report. Mr. LeFevre stated this month marks three-fourths of the village’s reporting having been completed. All revenue sources continue to show great growth and investment income is significantly higher from last year. The interest rate to date is 5.385%. Expenditures are on track with the budget too.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the January 31, 2024 Treasurer’s Report and it will be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech and Towne

Nay: None

Absent: Trustee Smolic

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

Residents located at 103 Indian Ridge Road asked if the village would consider replacing the gravel stone trail material to cement. A more durable material would allow the trails to be enjoyed in all weathers. Mayor Urlacher replied the Parks and Recreation Committee could discuss the material change but the cost to change all the trails could be a substantial. The harder surface material would not be favorable to the equestrian riders in the village. Trustee Clark added trail maintenance is completed each year. New gravel stone is added and rolled to keep the trails leveled from washout areas. Village Engineer Scott Anderson added they maintain the trail once or twice a year due to the heavy rains.

2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

a. Update on the Committee’s Draft Budget for FY2024-2025

Village Administrator Florip stated she can provide a report under Finance which will also cover the reporting for the two Committees draft budget. Each Committee has discussed what projects they are considering for the upcoming fiscal year. They have identified areas that they want to

increase funding for annual maintenance projects. In the Parks and Recreation Committee, they have budgeted \$50K to purchase new trail signs due to the new state law requirement for new signage. This Committee is also planning to complete another land clearing at the newly acquired parcel, 0 W Old School Road. Some additional maintenance funding has been allocated for Mettawa Savanna parcel. In Public Works, they will continue to address culverts and stormwater drainage areas in their annual maintenance programs. This Committee has two capital projects for the next fiscal year. The MacLean Preserve at Oasis Park drainage system and the ditch drainage along west side of Old School Road.

b. Update on the 10-Year Forecast for Expenditures and Revenue Amounts

Trustee Maier stated Trustee Smolic accumulated 10-years of data of expenditures and utilizing a flat amount for revenue forecast to be used on capital projects. This information confirms the village will be able to support future capital projects with their current funds.

c. Other Matters

2. Public Works Committee

Trustee Clark provided this committee report.

a. Update on the Village's Right-of-Way Tree Removal Project

Trustee Clark indicated the right-of-way tree removal will commence in a few weeks. The contractor is currently finishing a different job this month.

b. Update on the Watermain Connection for the Residents at 25771 and 25779 N. St. Marys Road

Trustee Clark stated at the Committee meeting, we explained to the resident in attendance of the recent resident survey for a watermain connection. The survey results showed the cost to be \$1M for a new watermain. These two residents have been directed to connect with Lake County to determine their options. They do have a few options, as there is currently a water main located on IL Route 60. The residents will also be receiving a Grainger contact name from Village Administrator.

c. Update on the Maintenance and Capital Improvements Items for FY2024-2025 Budget

Trustee Clark indicated this item was discussed under the Finance Committee report.

d. Other Matters

3. Parks and Recreation Committee

- a. Recommendation to Name the Village Lot 701 Riverwoods Road, the Everett Pond South, East Grainger Parcel, as Everett Pond

Trustee Clark stated the Committee discussed naming a cluster of three lots located on the south end of the village to Everett Pond. The parcel located at 701 Riverwoods Road was always referred to as the farmed parcel or the Hay Field. The 701 Riverwoods Road, the Everett Pond South and the newly acquired east parcel from Grainger will now be Everett Pond.

- b. Recommendation to Name the Village Lot 1 at 25960 N. St. Marys Road as Riverside

Trustee Clark indicated the Committee would like to name the empty parcel located at the corner of St. Marys Road and IL Route 60 referenced as the berm will now be called Riverside.

- c. Update on the Maintenance and Capital Improvement Items for FY2024-2025 Budget

Trustee Clark stated this agenda item was discussed under the Finance Committee report.

- d. Recommendation to Approve Davey Tree Experts to Complete Tree Inventories at 24880 N. Riverwoods Road and 25960 N. St Marys Road in the Amount of \$3,750

Trustee Clark stated two tree inventories are being recommended at Mettawa Savanna and the Riverside empty lots. The tree inventories listing allows the Committee to determine which trees should be removed during the winter tree removal project.

- e. Other Matters

4. Public Safety

- a. Other Matters

Trustee Towne indicated a car robbery occurred at the Oasis Park on Saturday at 3:40 am. Trustee Towne reminded everyone to continue to lock their home doors and cars, as you can never be too safe. Mayor Urlacher added he asked Village Clerk Gallo to remind the residents in the weekly communication to ensure they are aware of their surroundings.

Trustee Towne added the panhandlers on Riverwoods Road is a safety issue. IDOT will also need to be contacted about the panhandlers along IL Route 60. Trustee Towne asked if a sign prohibiting panhandling could be placed on the village road. Village Attorney Rhodes replied he would investigate this matter.

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. Approval of an Ordinance Amending Chapter 9, Building Code

Mayor Urlacher indicated the Village Attorney has provided a memo recommending changes to the building code regarding the residential building code. No further questions were discussed.

- b. Building Report

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

- c. Monthly Traffic Enforcement Statistics

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

- e. Other Matters

- f. Village Administrator's Report

Village Administrator Florip indicated Lincolnshire Police Department is having an open house on Saturday, April 20th from 9:00-12:00 pm, the Board members have been invited to attend. On March 9th at Kildeer a municipality breakfast will be hosted. Let Village Administrator if you would like to attend the breakfast to receive a ticket. All Board members will need to file their Statement of Economic Interest. If any Board member has not received their email from Lake County, please let Village Administrator know. IML is having their Lobby Day on April 17th, please let Village Administrator Florip know if you would like to attend.

2. UNFINISHED BUSINESS

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

Mayor Urlacher stated a meeting has been scheduled with St. Basil Church next week to discuss their submitted plans.

- 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.

Mayor Urlacher removed letter c from the consent agenda.

- a. Approval to Name the Village Lot 701 Riverwoods Road, the Everett Pond South, East Grainger Parcel, as Everett Pond
- b. Approval to Name the Village Lot 1 at 25960 N. St. Marys Road as Riverside
- d. Approval of an Ordinance Amending the Code of Ordinance of the Village of Mettawa, Chapter 9, Building Code, Article III Residential Buildings

A motion was made by Trustee Armstrong and seconded by Trustee Maier to approve the following agenda items a, b and d of the consent agenda.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech and Towne

Nay: None

Absent: Trustee Smolic

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Towne and seconded by Trustee Maier to approve the following agenda items a, b and d under the omnibus vote.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech and Towne

Nay: None

Absent: Trustee Smolic

Mayor Urlacher declared the motion carried.

- c. Approval of Davey Tree Experts to Complete Tree Inventories at 24880 N. Riverwoods Road and 25960 N. St. Marys Road in the Amount of \$3,750

A motion was made by Trustee Towne and seconded by Trustee Maier to approve agenda item c of the consent agenda.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong Maier, Pelech and Towne

Abstain: Trustee Clark

Nay: None

Absent: Trustee Smolic

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 Towne and seconded by Trustee Pelech. With no further business to conduct, the meeting was adjourned by Ayes.

Aye: Trustees Armstrong, Clark, Maier, Pelech and Towne

Nay: None

Absent: Trustee Smolic

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:24 p.m.

Sandy Gallo, Village Clerk