



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
ON MONDAY, NOVEMBER 28, 2016 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

1. CALL TO ORDER – At 6:35 PM, Mayor Nicholas J. Helmer called to order the November 28, 2016 City Council Regular Meeting at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. ROLL CALL FOR QUORUM – City Clerk Morgan-Adams called roll.

ELECTED OFFICIALS PRESENT – Aldermen – Rosenthal, Ludvigsen, Dolick, Messer

ELECTED OFFICIALS ABSENT – Alderman Williamson (by previous notification), Treasurer Tibbits (by previous notification)

OTHER ELECTED OFFICIALS PRESENT – Mayor Helmer, City Clerk Morgan-Adams

STAFF AND OTHER OFFICIALS – City Administrator Wade, Assistant to the City Administrator Falcone, Chief Steffen, Deputy Chief Zawlocki, Finance Director Hannon (at 8:06 PM), Director of Building and Development Peterson, City Counsel Zimmermann, Digital Communications Technician Colvin, and Deputy Clerk Schultheis.

3. PLEDGE OF ALLEGIANCE – Led by Alderman Rosenthal

4. INVOCATION – Led by City Clerk Morgan-Adams

5. APPROVAL OF MINUTES

A. November 14, 2016 Regular Workshop Meeting Minutes – **Alderman Messer moved to approve Item 5A; seconded by Alderman Rosenthal.**

VOICE VOTE: All Ayes, No Nays

Motion carried 4 – 0; Alderman Williamson absent

6. PRESENTATION

A. Presentation of Police Department Awards by Police Chief Al Steffen – the Awards were presented to Police Department – sworn and non-sworn members for their exemplary service to the City and the Community.

2016 Officer of the Year - Officer Michael Smith for exceptional performance in Police attitude, teamwork, cooperation, responsibility, reliability and achievements. He is the Tourism District Officer since 2014, volunteered many hours of service through the Prospect heights Police Association and Summer Youth Outreach program, has worked toward a double major Bachelor of Science degree and graduated with a double major, he is the Department's Traffic Crash Construction Expert, selected as an investigator with the major case assistant team's serious traffic reconstruction group, he raises funds for the Torch Run for the Special Olympics, consummate team player, and excellent grasp of the Police Department's mission.

Outstanding Community Policing Award -

- 2015 Christmas Holiday Donation Program in school District 23 – Sgt. Godair, Records Supervisor Bolger, “Current Lincolnwood Police Officer” Deol, “Current Lincolnwood Police Officer” Zitkas, Cpl. Minniear, Cpl. Suerth, Officer Lange, and Officer Smith.
- 2016 Special Olympics /Cop on a Roof Top Event – Cpl. Suerth, Officer Derman, Sgt. Godair, Officer Lange, Officer Ware, Officer Willis, Records Clerk Mendes and Michael Cohen.
- Special Olympics Torch Run– Sgt. Porlier and Officers Skeet, Smith, Thibeault, Officer Bane, and Officer Lange, “Current Lincolnwood Police Officer” Deol. Over \$2000 was raised.
- Summer Outreach – operational for 15 years. Cpl. Suerth, Cpl. Duron, Records Supervisor Bolger, Officer Smith, Officer Willis, Officer Lange, Officer Thibeault, Officer Bane, Code Enforcement Porzycki, “Current Lincolnwood Police Officer” Deol, Officer Savas, and Intern Purdy.
- No Shave November Campaign – Officer Thibeault, Officer Lange, Officer Derman, Officer William Caponigro, Officer Michael Coglianese, and Records Clerk Martinez. Raised money for Prostate Cancer Awareness in an amount over \$3000.
- 2016 Food Drive – Officers partnered with Harper College and identified families who laced the means to provide a wholesome meal during the holiday. Officers also worked with Jewel-Osco to solicit food items from shoppers. Almost 60 families were supplied with a holiday meal. – Thanks to Officers Smith, O'Connor, Lange, Michael Coglianese, Derman, Garza, and Records Supervisor Bolger and Records Clerk Martinez.
- Chief Steffen also thanked the Mayor for securing donations for gift certificates allowing families to get turkeys.

The Mayor introduced the Police Commissioners - Fire Police Commission Chairman Meyer, Commissioner Hoffman and Commissioner Fiorito, all of whom oversee the Department, select new officers, promote officers and promote discipline.

B. Chicago Executive Airport Report by Bill Kearns – he noted that the construction season was over.

The Customs issue facing the airport regarding the fact that the customs officer cannot greet the international flights at each FBO. All customs are cleared through Atlantic Aviation site, and that is creating delays and traffic. It is hoped that there will be a new office built in a more neutral location.

He noted that the airport is operating under budget and exceeding its revenue budget.

When asked why Customs does not expand its presence at the airport, Mr. Kearns replied that the Airport does not determine the staffing, Customs does.

7. APPOINTMENTS AND CONFIRMATIONS

A. Appointment of Mr. Neal Patel, to Plan Commission Zoning Board of Appeals – Alderman Rosenthal moved to Approve Item 7A; seconded by Alderman Messer.

VOICE VOTE:

All Ayes, No Nays

Motion carried 4 – 0; Alderman Williamson absent

8. CITIZEN CONCERNS AND COMMENTS (agenda matters)

- Kim Hemminger – 1049 E Thomas Street, AH – Discussed Thorntons proposed gas station. She said that she was concerned about the safety of the children in the neighborhood. She said that while she would like to see the property developed, she did not think Thorntons was in the spirit of the neighborhood. She also had traffic concerns with the middle lane being used as a turn lane. She had concerns with environmental issues like sound and light pollution, as well as 24 hour traffic.

Director of Building and Development Peterson relied that the PZBA public hearing addressed these issues in a hearing, and based upon the concerns of the residents who attended Thornton's had responded with improved screening, lowered lights, as well as revising landscape plans – such as better fencing and addressing screening and lighting. The Mayor noted that the corner was in poor condition. He also stated that this was not a destination area - people would only use the facility when they needed gas. He believed that the traffic would remain the same. He added that the City would monitor Thomas Avenue, and that the City would work with IDOT and Arlington Heights. He noted that the corner was a blight on the landscape and that Thornton's would provide a great fix.

- Joanne Kloeppel – 826 E Charles Street, AH – She questioned when the data was collected regarding the traffic study. She believed that because the data was collected in late summer it did not reflect when school was in session. She also did not believe the new Hersey Crosswalk was an improvement.
- Christian Bathje – 1118 E Thomas – was concerned about delivery vehicles and increased truck traffic. He was also concerned about crime - he said that after having made a 911 call last Christmas Eve regarding a dumpster fire, there was confusion by the 911 center as to whether he was Prospect Heights or Arlington Heights. he wondered if there would be response issues from the Police if there was a crime in that area as a 24 hour convenience store.
- Nick Scheri and Mrs. Scheri – 1206 N Forrest Avenue, AH - A note was read by City Clerk Morgan-Adams giving indicating the Scheri's support for Thorntons proposed gas station as a source of revenue and as a way to clean up the corner, as well as the hope that revenue from the gas station could be used for drainage issues.
- Mel Soderlind – 1053 E Thomas Street, AH – Said that signs are contradictory and thought that driveways that exit in both directions. He wanted a fence so he did not have to see the gas station.

Building and Development Director Peterson replied to the concerns regarding signage and fencing.

Mr. Soderlind asked about the truck deliveries. The Thornton's Representative Joel Ballard – said that fuel is delivered as needed and is monitored. Deliveries occur a couple times per week. This is not a daily occurrence

- Adam Eichorn – 1303 N Douglas, AH – Worried about safety and the environment and food options including alcohol and cigarettes. He is directly across from the gas station.
- Mark Fuller – the corner of Douglas and Thomas, AH – concerned about lighting and traffic. Traffic will be coming off of Rand Road and exiting from the facility with lights pointed at Thomas. Lights will be shining lights into peoples' homes 24 hours per day. The quality of life will disrupted 24/7.

The Mayor noted that the Thornton's had dealt with the issues.

- Wayne Jackson and Alice Custode (Prospect Heights residents) – sent emails supporting the Thornton's project.
- Sandra Moreale – 1037 E Thomas Street, AH – Thornton's is trying to be a good neighbor and make concessions. She asked if Prospect Heights Police and Fire Departments had full time hours. Police Chief Steffen noted that both the Fire District and the Police Departments were 24/7 full service.

Mayor Helmer noted that Arlington Heights has not always been a friendly neighbor and has refused Thornton's access to water. Arlington Heights water is right in front of the Thornton's but has denied access. This meant that there were limited options for the way that Thornton's could configure its operations.

Sandra Moreale stated that there were so many variations and special uses that the multitude of exceptions seemed to indicate that the location was not suitable.

Director of Building and Development stated that there were three variations and the Special Use, which ALL service stations must obtain.

- Joanne Kloeppel – 826 E Charles Street, AH – wanted to know how many Prospect Heights people were negatively affected?

The Mayor said that the effect is not negative for anyone.

Alderman Ludvigsen asked for a show of hands from commenting residents if they had attended the District 214 meeting at Hersey where traffic issues were addressed. He noted that is where the traffic issues exist. The traffic is the parents driving students to school. Children do not walk. If concern is traffic, it is Hersey students. Traffic not made from retail stores. People do not go to the gas stations in groups.

He noted that the truth is that the residents do not want a gas station near them. Traffic needs to be addressed with Hersey.

City Administrator Wade said that the issues regarding Thornton's were addressed Thornton's gave a presentation by the PZBA and they gave unanimous approval. Ryan Swanson gave the presentation. There was discussion of the site plan. The store is 4400 sq ft. It was noted that the design was to use the building as a buffer for sound and light to keep it from impacting the people on Thomas Street. There will be evergreens overlooking Thomas, and an eight foot fence on the west.

Alderman Dolick asked if delivery would be using the west driveways, which would impact residents.

Mr. Ryan stated that possibly for trash pick-up but not gas tankers. He also noted that there is a down gradient to keep truck lights from shining into homes.

Joel Ballard said that, in general, deliveries were between one-two per day (food and beverages). It was noted that it would be unlikely that traffic would head west on Thomas. It was most likely that the traffic would go on Rand.

It was noted that there used to be a gas station at that location, so this was not the first one.

Finance Director Hannon entered the Council Chambers at 8:06 PM.

The Mayor allowed for some follow up comments by residents

Resident – Why were there numerous driveways on Rand Road and now only one.

Thorntons – functional classifications of roadways – by law, connections to roadways decrease as the roads get higher classification

Resident – There will be cars where there never were before.

Response- the area was blighted so any facility would increase traffic.

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

10. CONSENT AGENDA -

- A.** Approval of Settlement with Former Employee
- B.** Resolution for Construction on State Highway
- C.** Approval of the City Council Meeting Calendar for 2017

Alderman Ludvigsen moved for omnibus approval of Items 10 A,B,C; seconded by Alderman Messer.

ROLL CALL VOTE:

AYES -	Messer, Ludvigsen, Rosenthal, Dolick
NAYS -	None
ABSENT -	Williamson

Motion carried 4 – 0, one absent

11. OLD BUSINESS - None

12. NEW BUSINESS

A. O-16-27 Ordinance Approving a Special Use Permit to Allow an “Automobile Service Station” at 1600 N. Rand Road for Thornton’s, Inc. – **First Reading. No action taken.**

B. Approval of a contract with Mesirow Financial for Property, Casualty, and Worker’s Compensation Insurance for the year beginning December 1, 2016 through November 30, 2017 –

Alderman Ludvigsen moved to approve Item 12B; seconded by Alderman Messer.

ROLL CALL VOTE:

AYES -	Messer, Ludvigsen, Rosenthal, Dolick
NAYS -	None
ABSENT -	Williamson

Motion carried 4 – 0, one absent

C. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Police Pension Fund (First Reading)

D. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number One (First Reading)

E. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number Two (First Reading)

F. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number Three (First Reading)

G. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number Four (First Reading)

H. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number Five (First Reading)

I. An Ordinance for the Levy and Assessment of 2016 Taxes for the Fiscal Year Beginning May 1, 2016 and ending April 30, 2017 in and for the City of Prospect Heights Special Service Area Number Eight (First Reading)

Items 12C – I are first reading. No action was taken.

13. DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING ON DECEMBER 12TH, ITEMS LISTED PREVIOUSLY:

A. Review of Liquor License Code

B. Discussion of Capital Projects and Capital Budget –Items of topics to be discussed at the December 12, 2016 City Council Workshop. No action was taken.

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$440,429.96
MFT Fund	\$117.77
Palatine/Milwaukee TIF	\$478,152.50
Tourism District	\$69.92
Development Fund	\$0.00
DEA Fund	\$0.00
Solid Waste Fund	\$13,255.73
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$0.00
SS Area #5	\$86.56
SS Area #8 – Levee Wall #37	\$138.41
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$2,453.51
Parking Fund	\$601.99
Sanitary Sewer Fund	\$1,001.00

Road/Building Bond Escrow	\$0.00
Police Pension	\$0.00
TOTAL	\$936,307.35

Wire Payments

11/10/2016 PAYROLL POSTING	\$141,392.96
11/25/2016 PAYROLL POSTING	\$132,987.26
11/2016 POLICE PENSION PAYMENT	\$42,883.31
TOTAL WARRANT	\$1,253,570.88

City Clerk Morgan-Adams read the warrants.

Alderman Rosenthal moved to approve Item 14A; seconded by Alderman Dolick to include a Total of \$936,307.35; 11/10/2016 PAYROLL POSTING of \$141,392.96; 11/25/2016 PAYROLL POSTING of \$132,987.26; 11/2016 POLICE PENSION PAYMENT of \$42,883.31; and TOTAL WARRANT of \$1,253,570.88.

ROLL CALL VOTE:

AYES -	Messer, Ludvigsen, Rosenthal, Dolick
NAYS -	None
ABSENT -	Williamson

Motion carried 4 – 0, one absent

15. RESIDENT COMMENTS (Non-agenda matters) - None

16. EXECUTIVE SESSION - None

17. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

Alderman Ludvigsen noted that the Tree Lighting ceremony of November 26 was well-attended Alderman Rosenthal would like 10A of the consent agenda discussed to try to learn what the City could have done to protect itself. City Counsel Zimmermann said that it was a statutory procedure and there was not much the City could do.

The Mayor had some tree lighting photos shown to the – **No action was taken.**

18. ADJOURNMENT – At 8:26 PM; Alderman Rosenthal moved to adjourn; seconded by Alderman Dolick.

VOICE VOTE: All Ayes, No Nays

Motion carried 4 – 0; Alderman Williamson absent

Approved by the Prospect Heights City Council on this the 12th day of December, 2016.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

