



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, MARCH 27, 2017 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 6:30 PM, Mayor Nicholas J. Helmer called to order the March 27, 2017 City Council Regular Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.
- 2. ROLL CALL FOR QUORUM** – City Clerk Morgan-Adams called roll.
There was a quorum present.
ELECTED OFFICIALS PRESENT – Mayor Helmer, Treasurer Tibbits, City Clerk Morgan-Adams.
Aldermen – Messer, Rosenthal, Ludvigsen, Williamson, Dolick
OTHER STAFF AND OFFICIALS PRESENT: City Administrator Wade, Assistant to the City Administrator Falcone, Finance Director Hannon, Deputy Clerk Schultheis, Director of Building and Development Peterson, Police Chief Steffen, Digital Communications Technician Colvin, and City Attorney Kearney.
- 3. PLEDGE OF ALLEGIANCE** – Led by Building and Development Director Peterson
- 4. INVOCATION** – Led by Assistant to the City Administrator Falcone
- 5. APPROVAL OF MINUTES**
 - A.** February 25, 2017 Budget Workshop Meeting Minutes - **DEFERRED**
 - B.** March 13, 2017 Regular Workshop Meeting Minutes – **Alderman Ludvigsen moved to Approve the March 13, 2017 regular Workshop Minutes as presented; seconded by Alderman Messer. There was unanimous approval.****VOICE VOTE:**) All ayes, no nays.

Motion carried 5 - 0
- 6. PRESENTATION** - None
- 7. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**
 - A.** Oath of Office for Police Officer Mitchell Webber – Deputy Chief Zawlocki read Officer Webber's credentials and background. Police Chief Steffen gave the Oath of Office to Officer Webber.
- 8. CITIZEN CONCERNS AND COMMENTS (agenda matters)** - None

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Hero Banner Drawing by Mayor and City Council – Assistant to the City Attorney Falcone said that there were fifteen banners that were to be displayed for the veterans as per the request of their family, friends, or associates. Currently, there were ten that were set and five more available. Assistant to the City Administrator Falcone read of those that were to receive a banner – 1) St. Alphonsus banner to honor all veterans 2) Allen J Lynch 3) Don Smith 4) James Frohnapfel 5) Joe Meinike 6) Marc Albertario 7) Paul Fischer 8) Paul Fries 9) Robert Williamson 10) Sal Marsiglia Alderman Williamson also recommended banners for veterans Treasurer Tibbits and Mayor Helmer.

B. Presentation of Annual Budget for Chicago Executive Airport – Jim Kiefer from the Chicago Executive Airport gave an update on the Airport. Jamie Abbott and Scott Campbell of the Airport discussed the Budget. They noted that there has been a 5% increase in revenues They said that there will be a Joint meeting of the Airport, Wheeling and Prospect heights on June 28, 2017 at the Westin North Shore

It was noted that the Airport will be hiring a contractor to design an Administration Building to house the customs office. There will be site selection and an RFQ.

It was noted that the Airport's expenses were up \$51,000 and revenue was up \$212,000, so the Airport operated at a surplus budget.

It was noted that the Airport has in reserve 3 more months of revenue than they actually are required to have.

Mr. Kiefer noted that the Airport just signed a renewed 40 lease with Hawthorne

He said that the fuel flows were positive

Mr. Kiefer discussed the Run the Runway Event of July 1

There was a question regarding a new Chairman for the CEA. The Mayor noted that due to awaited election results in Wheeling; they would wait to make an appointment until after April 4th. – **No action was taken.**

C. Report from Chief Steffen RE: Department Analysis and Recommendation For Administrative Adjudication Process – Chief Steffen discussed changing the adjudication from red light only to handle parking and local ordinance violations, too. Violations could be paid through the mail or in person at a hearing. This would free up the officers from having to go to Rolling Meadows. The City would need to have another licensed attorney to be paid at an hourly rate to prosecute any appeals – there would have to be an independent legal prosecutor.

Alderman Rosenthal moved to refer this process to legal; seconded by Alderman Dolick.

There was unanimous approval.

ROLL CALL VOTE:	AYES -	Messer, Ludvigsen, Rosenthal, Williamson, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 – 0

It was noted by the Police Chief that there would be an officer present if the violation went to court.

10. CONSENT AGENDA - None

11. OLD BUSINESS

A. O-17-02 An Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes (**1st Reading**)

Building and Development Director Peterson said that the codes are being updated. He noted that all of the typos had been corrected, and the code amendments submitted. The Capital Development Board will be sent notice. He also stated that there will be marketing and education regarding the updates. – **No action was taken.**

12. NEW BUSINESS

A. R-17-02 A Resolution Approving the FY2018 Budget for Chicago Executive Airport – **Alderman Rosenthal moved to Approve Item 12A; seconded by Alderman Williamson. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 – 0

B. Requested Waiver of 1st Read O-17-03 An Ordinance Eliminating the Number of Class A-4 Liquor Licenses - Reduction for Yugo Grill (**1st Reading**) – **Alderman Messer moved to waive the first reading of)-17-03; seconded by Alderman Rosenthal. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 – 0

City Administrator Wade said that this license class was to be eliminated as it had been a customized classification. There were no other Class A-4 licenses.

C. O-17-03 An Ordinance Eliminating the Number of Class A-4 Liquor Licenses - Reduction for Yugo Grill (**2nd Reading**) – **Alderman Dolick moved to Approve Item 12C; seconded by Alderman Messer. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 – 0

D. O-17-04 An Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (**1st Reading**) – **No Vote.**

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

A. Review of City Liquor Code – There was an update. The draft will be presented at the next meeting. – **No action was taken**

It was noted that there will be a Special Town Hall Meeting on Wednesday, April 12rg at the Gary Morava Center to discuss the sanitary sewer rate review.

Deputy Clerk Schultheis said that there would be a Town Hall Meeting featuring State Senator Tom Rooney at the City Council Chambers at 7 PM on Wednesday, April 19, 2017.

Deputy Clerk Schultheis noted that the Mayor's Breakfast would be held on May 20, 2017 at the Ramada Inn, Wheeling.

Building and Development Director Peterson said that he attended the 2017 Developer Conference to future trends. He noted that the next 24 – 36 months should see growth and progress,

City Clerk Morgan-Adams discussed the Holiday Tree Lighting had been a time-honored event in Prospect Heights, and that the City Staff would not try to develop the concept that was originally being considered. The City would instead look to assist the Garden Club in its Holiday traditions. The City would also work to enhance the Block Party with the Park District.

The Mayor noted that there would also be assistance for the Garden Club from the Lions Club and the Rotary.

No action was taken.

Alderman Messer said that the Prospect Heights Police Department would be competing against other Police Departments in power lifting. She said that information would be in the Enews.

Alderman Rosenthal noted that there was a Strategic Directions Committee Meeting on March 16th. He noted that there would be Town Center actions forthcoming. The Committee would concentrate on 1) camp McDonald and Rte 83 and 2) Sanders and Willow. He said that Staff would meet with developers to determine if the concepts being discussed were realistic. The next SDC Meeting is scheduled for April 20th. – **No action was taken.**

Police Chief Steffen noted that 14 officers in Prospect heights competed against other local Police Departments to lose weight. The Prospect Heights police had lost, collectively, over 100 pounds.

Treasurer Tibbits reminded the audience that the vehicle sticker deadline is March 31. He noted that vehicle stickers purchased after that date will be costlier.

It was noted that there would be an April 4th election, in which the only candidate running would be Matthew Dolick for Ward 5.

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$67,341.97
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$201.00
Tourism District	\$105.76
Development Fund	\$0.00
DEA Fund	\$0.00
Solid Waste Fund	\$0.00

SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$0.00
SS Area #5	\$87.29
SS Area #8 – Levee Wall #37	\$216.99
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	\$18,459.41
Parking Fund	\$369.15
Sanitary Sewer Fund	\$2,426.30
Road/Building Bond Escrow	\$0.00
Police Pension	\$0.00
TOTAL	\$89,207.87

Wire Payments

3/17/2017 PAYROLL POSTING	\$131,954.87
3/22/2017 Police Pension Payment	\$45,363.24
TOTAL WARRANT	\$266,525.98

City Clerk Morgan-Adams read the warrants.

Alderman Messer moved to approve Item 14A as presented; seconded by Alderman Dolick to include a Total of \$89,207.87; 3/17/2017 PAYROLL PENSION of \$131,954.87; 3/22/2017 Police Pension Payment of \$45,363.24; and a TOTAL WARRANT of \$266,525.98. There was unanimous approval.

ROLL CALL VOTE:	AYES -	Messer, Ludvigsen, Rosenthal, Williamson, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 – 0

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

16. **EXECUTIVE SESSION**

17. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

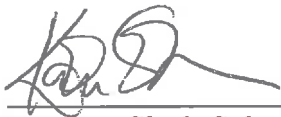
18. **ADJOURNMENT** – At 7:35 PM, Alderman Dolick moved to adjourn open session and go into closed session to discuss Executive Session Minutes and sales of property; legal matters; seconded by Alderman Ludvigsen. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 10th day of April, 2017



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

