



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JUNE 26, 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**

CALL TO ORDER – At 6:33 PM, Mayor Nicholas J. Helmer called to order the June 26, 2017 City Council Regular meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR QUORUM – City Clerk Morgan-Adams called roll. There was a quorum present.
ELECTED OFFICIALS PRESENT: Mayor Helmer, City Treasurer Tibbits, City Clerk Morgan-Adams, Aldermen – Rosenthal, Williamson, Dolick, Ludvigsen, Messer
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, City Attorney Kearney; Building and Development Director Peterson, Police Chief Steffen, Deputy Clerk Schultheis, Digital Communications Technician Colvin, City Engineer Berecz, and Finance Director DuCharme.

PLEDGE OF ALLEGIANCE – Led by Alderman Matt Dolick

INVOCATION – Led by Pastor Joel Bradshaw of the Bridge Church

APPROVAL OF MINUTES

A. June 12, 2017 Regular Workshop Meeting Minutes – Alderman Williamson moved to approve the June 12, 2017 Regular Workshop Minutes as presented; seconded by Alderman Messer. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 5- 0

PRESENTATION

A. Willow Woods Presentation by City Engineer Steve Berecz – City Engineer Berecz gave an assessment of the Willow Woods drainage issues and his view on the level of benefits to larger areas than just Willow Woods. His summary stated that 45% of SSA 5 routes through detention ponds. His summary was to determine if improvements would be localized or SSA-wide. He said that there were three options –

- 1) aeration – which could come from SSA 5 funds
- 2) Dredging – which was not eligible for funding

3) Shoreline stabilization – restoration of the pond banks – which is eligible for fund assistance as it could affect improvement to the whole area. He said that Willow Woods would take care of maintenance.

Engineer Berecz said that any maintenance and set up should be handled by the entity.

In answer to a question, Engineer Berecz said that the area is in poor condition now, and that native plantings could abate the issue if that is one of the options.

Artur Szczypka – as a resident noted that 101.2 acres are being discussed. He said that the residents were asking for SSA funding because the entire area would benefit. It was noted that there was precedence for this – the Old Willow Falls, in which the City assisted.

Tom Kaitor – said that the city paid to build Old Willow Falls pond.

He noted that the current issue had been going on for years, and that Willow Woods residents had been requesting for help during that entire time. He said that the banks are eroding rapidly. He stated that former Mayor Rotchford had shut off water from the Des Plaines River and that there was a valve that was used to shut it off.

Engineer Berecz said that he was not aware of this valve.

The bottom line was that the 45% of funding that the residents were asking for stabilization and dredging would be \$200,000.

Mayor Helmer asked the Engineer to come back with some details and hard numbers.

Engineer Berecz said that the Association does the design. Construction would come back to the City for an RFP and approval by Council. The City holds the contract

The consensus was that the Association must come back to the Board with dollar amounts and a plan of action.

B. Presentation of Water Committee Update by Chairman Bob Korvas – Chairman Korvas discussed the committee's background, the survey results and the goals of the committee. He noted that the Water Committee participated in the Block Party.

He said that there was an opening for another member.

Chairman Korvas noted that there would be a Water Forum at the end of November or in December.

He said that there is an SSA sub-committee

– **No action was taken.**

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Oath of Office for Police Officer Pardeep Deol – the Mayor welcomed back officer Pardeep Deol, the former Prospect Heights Police Department Community Liaison. After serving in Lincolnwood as a Police officer, he scored the highest on the Prospect Heights candidate's test and subsequent interviews.

He was sworn in by City Clerk Morgan-Adams as the newest Prospect Heights police officer.

Police Chief Steffen presented Officer Deol to the City Council.

B. Appointment of Len Digate to the Police Pension Board - Pending

C. Appointment of D. Court Harris to the Chicago Executive Airport Board – Alderman Rosenthal moved to Approve the Appointment of D. Court Harris to the Chicago Executive Airport Board; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0

D. Proclamation for Saint Viator's Baseball Team - TABLED

CITIZEN CONCERNS AND COMMENTS (agenda matters) – Citizens spoke during the Willow Woods update.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Presentation by Representative Jim Kiefer of the Chicago Executive Airport – Representative Kiefer said that there was a Wheeling/Prospect Heights/Chicago Executive Airport Joint Meeting on June 28th.

- He noted that media attention has been positive
- Run the Runway and Rock the Runway would be held on July 1.
- Collings Foundation featuring WWII planes was a big hit
- Construction on Lima 1 bypass starting on July 1, but may run into state funding issues if the State Budget does not pass.
- The Customs issue continues to frustrate, and the Airport is pushing to have Customs moved to its own facility. The FBO's are being consulted about Customs. – **No action was taken**

Alderman Rosenthal – Said that the Strategic Directions Commission is continuing to discuss plans for the town center development. The next SDC Meeting would discuss a change for the budgeting process,

Building and Development Director Peterson – Noted that Kim's Furniture was the newest store, located at 7 East Camp McDonald

He noted that permit activity within the last 6 months is more than all of 2016.

Finance Director DuCharme – Said that he would be giving the Council a status report on what has been discovered. – **No action was taken.**

City Administrator Wade – Informed the Council that the new Superintendent of the Public Works would be Mark Roscoe.

Mayor Helmer – said that the parade would start at St. Al's Church. The line up time will be 9:30 AM and the parade start time will be 10:30 AM down Willow Road to Hebron Presbyterian Church.

Treasurer Tibbits – Noted that Father Lambert and Treasurer Tibbits would be the parade marshals. However, Treasurer Tibbits would make certain that Public Works would have a truck to hold the stereo system for the parade music.

- It was noted that Digital Communications Technician Colvin had video'ed the Block Party.

Chief Steffen – Noted that the City had added the Wheeling Police channels to the Prospect Heights police channel.

Assistant to the City Administrator Falcone – said that there were issues with the depositories because the banks wanted Council authority.

CONSENT AGENDA -

A. R-17-07 Staff Memo and Resolution Appointing Assistant to the Administrator Peter Falcone as Authorized Agent of the Illinois Municipal Retirement Fund (IMRF)

B. R-17-08 Staff Memo and Resolution Designating New Signatory, Finance Director Michael DuCharme, for the City of Prospect Heights – **Alderman Messer moved for omnibus approval of R-17-07 Resolution Appointing Assistant to the Administrator Peter Falcone as Authorized Agent of the Illinois Municipal Retirement Fund (IMRF) and R-17-08 Resolution Designating New Signatory, Finance Director Michael DuCharme, for the City of Prospect; seconded by Alderman Rosenthal. There was unanimous approval.**

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

Motion carried 5 – 0

OLD BUSINESS

A. O-17-15 Staff Memo and Ordinance Establishing a Capital Improvement Program for the City of Prospect Heights (*2nd Reading*) – **Alderman Messer to Approve O-17-15 Ordinance Establishing a Capital Improvement Program for the City of Prospect Heights; seconded by Alderman Dolick. There was unanimous approval.**

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

Motion carried 5 – 0

B. O-17-16 Staff Memo and Ordinance Amending the Number of Class C-3 Liquor Licenses, Providing Class C Beer and Wine Liquor License (8am-12midnight M-Thurs, 8am-1am Fri-Sat, 8:00am-12midnight Sun) for Elsie’s Place Café, 1300 N. Rand Road (*2nd Reading*) – **Alderman Messer moved to Approve O-17-16 Ordinance Amending the Number of Class C-3 Liquor Licenses, Providing Class C Beer and Wine Liquor License (8am-12midnight M-Thurs, 8am-1am Fri-Sat, 8:00am-12midnight Sun) for Elsie’s Place Café, 1300 N. Rand Road; seconded by Alderman Rosenthal.**

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

Motion carried 3 – 2

NEW BUSINESS

A. O-17-17 Staff Memo and Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights (*1st Reading*) – **No vote was taken.**

B. Requested Waiver of 1st Reading O-17-18 Staff Memo and Ordinance Amending the Authorized Signatories on Checks for the City of Prospect Heights (*1st Reading*) – **Alderman Messer moved for waiver of first reading; seconded by Alderman Rosenthal. There was unanimous approval.**

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

Motion carried 5 – 0

C. O-17-18 Staff Memo and Ordinance Amending the Authorized Signatories on Checks for the City of Prospect Heights (*2nd Reading*) – **Alderman Rosenthal moved to approve the Amended O-17-18 Ordinance Amending the Authorized Signatories on Checks for the City of Prospect Heights to remove the Finance Director and show five signatories – Treasurer, Mayor, City**

Clerk, City Administrator and Police Chief; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 – 0

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

A. Review of City Liquor Code -

B. Discussion of Sanitary Sewer Rate Study – It was noted that this issue was time sensitive to the next billing cycle. City Attorney Kearney said he would have documentation ready for the July 10, 2017 City Council Workshop. Finance Director DuCharme said that imposing a fee of \$20 per month on an area already paying income tax would mean that they would still be getting an assessment on top of that for the 2016 taxes which are paid in arrears. Finance Director DuCharme said that he would have to study the issue to see if the City could bill residents who are already being assessed a tax for the same service.

City Attorney Kearney said that there were options to consider and that he would have a recommendation for the July 10th meeting for how best to use the money and an Ordinance for the revised rates.

Finance Director Du Charmé said that the plan will have to include terms for billing to address the 2017 levy. It was noted that the next sewer bill is set to go out July 15.

It was noted by Aldermen that the payment of these bills was crucial to the budget.

C. Discussion of Commercial Truck Parking Regulation

Alderman Williamson moved to go into Executive Session after the adjournment of Open Session for purposes of Pending Litigation; seconded by Alderman Rosenthal. There was unanimous approval.

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

Motion carried 5 – 0

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$41,744.58
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$0.00
Tourism District	\$66,735.42

Development Fund	\$0.00
DEA Fund	\$1,471.13
Solid Waste Fund	\$25,985.62
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$0.00
SS Area #5	\$123.50
SS Area #8 – Levee Wall #37	\$81.54
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	\$20,236.05
Parking Fund	\$116.43
Sanitary Sewer Fund	\$1,480.00
Road/Building Bond Escrow	\$8,770.40
Police Pension	<u>\$0.00</u>
TOTAL	\$166,744.67
<u>Wire Payments</u>	
6/9/2017 PAYROLL POSTING	\$154,200.58
MAY IMRF	\$18,527.76
5/19/2017 POLICE PENSION PAYMENT	\$0.00
TOTAL WARRANT	<u>\$339,473.01</u>

Clerk Morgan-Adams read the warrants

Alderman Messer moved to approve the warrants as presented; seconded by Alderman Dolick to include a TOTAL of \$166,744.67; 6/9/2017 PAYROLL POSTING of \$154,200.58; MAY IMRF of \$18,527.76; 5/19/2017 POLICE PENSION PAYMENT of \$0.00; and a Total Warrant of \$339,473.01. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0

RESIDENT COMMENTS (Non-agenda matters) – Mariusz Folta – RE: events at Prospect Heights Crossing as it pertains to the open car meet. The problem is when they rev the engines while leaving the parking lot. He asked the Police Department to enforce the speed limit especially on Sunday nights.

Police Chief Steffen said that the Car Club event is not an Official HOME Bar event. He stated that officers on the scene last weekend reported no incidents.

Alderman Messer noted that there were people peeling out of the parking lot when no police were around.

Alderman Ludvigsen said that there should be a light created for the regular crossing at Olive

Chief Steffen said that the cars being exhibited are foreign and are meant to drift. He said that they have permission from HOME Bar to be there.

EXECUTIVE SESSION

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

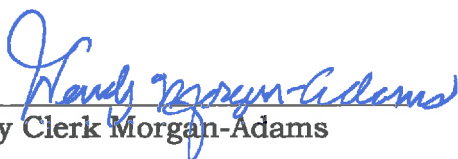
ADJOURNMENT – At 8:15 PM, Alderman Messer moved adjourn from Open Session and go into closed session to discuss Pending Litigation, Sale of Property and Personnel issues; seconded by Alderman Williamson. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 10th Day of July, 2017.


City Clerk Morgan-Adams

