



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JULY 24, 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 6:34 PM, Mayor Nicholas J. Helmer called to order the Regular Meeting of the City Council at 8 North Elmhurst Road, Prospect Heights, IL 60070.

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

A quorum was present.

ELECTED OFFICIALS IN ATTENDANCE: Mayor Helmer, City Treasurer Tibbits, City Clerk Morgan-Adams, Aldermen – Rosenthal, Ludvigsen, Messer, Dolick

ABSENT: Alderman Williamson (by prior notification)

OTHER OFFICIALS PRESENT: City Administrator Wade, Assistant City Administrator Falcone, Police Chief Steffen, City Accountant Graefen, Deputy Clerk Schultheis, Building and Development Director Peterson, Digital Communications Technician Colvin, and City Attorney O'Driscoll.

3. PLEDGE OF ALLEGIANCE – Led by Assistant to the Administrator Peter Falcone

4. INVOCATION – Led by Tim Hetzner, President, Lutheran Church Charities

Mayor Helmer mentioned the passing of Deputy Fire Chief Tim Jones' brother, Thomas Jones. On behalf of the City, he offered his condolences to the Jones family.

5. APPROVAL OF MINUTES

A. July 10, 2017 Regular Workshop Meeting Minutes

B. July 10, 2017 Executive Session Minutes – **Alderman Messer moved to Approve the July 10, 2017 Regular Workshop Minutes for public release and the July 10, 2017 Executive Session Minutes but not for public release; seconded by Alderman Rosenthal.**

VOICE VOTE: All ayes, no nays

Motion carried 4 – 0; Alderman Williamson absent.

6. PRESENTATION - None

7. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

8. CITIZEN CONCERNS AND COMMENTS (agenda matters) - None

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Monthly Update – presented by CEA Representative Bill Kearns – said that there have been some changes to the Board. The new Chairman is Court Harris. Scott Campbell has gone from CFO to Director of Operations and Jason Griffith has gone from Accountant to Director of Finance.

Taxiway Lima 1 bypass is still proceeding. There will be nighttime closures to facilitate some paving. CMT is looking at an August 8th completion.

Approved pavement repair - \$84,000; remarking of stripes about \$60,000.

Hawthorne is working on new hangar on Tower Road. It is scheduled to be completed early next year.

Weather – airport detention did exactly what it was supposed to do. Main runway stayed open.

Most of the taxiways stayed open. There is some water damage that is being assessed.

The 310 Departure is still out for approval from the FAA. Once it is approved, it will take about six months to analyze data.

Financially, two months into the new fiscal year, there have been surpluses. Have saved about \$250,000 annually.

Customs is status quo. Still looking for the best location, possibly in combination with a new administrative office. Looking on Tower Road – to the west of Hawthorne's new property, between Signature and Hawthorne.

City Accountant Graefen – Discussed the State Budget Local Government Distributive Fund for year 2017/18, which has been cut by 10%. This will cost the City \$160,000 in revenue. For this year, The State has promised an acceleration in payments, going from a three month payment period to a one month payment period. For this fiscal year, that will mean two extra payments for the City. It is not additional revenue, only a quicker payout. – **At the request of the Mayor and the City Council, City Administrator Wade will draft a letter to be sent to Representatives and Senators in Springfield to pressure them to give the municipalities their full amount.** City Clerk Morgan-Adams said that she would ask the Rotary Club and the WPH Chamber to write letters, too. Alderman Rosenthal said that the public should be asked to write to their state leaders, also.

Mayor Helmer – The NBAA Conference will be October 10-12 in Las Vegas. Mayor Helmer said that there were three who qualified this year to attend – Treasurer Tibbits, Aldermen Messer and Ludvigsen. The Aldermen have prior commitments, so Treasurer Tibbits will attend.

Alderman Ludvigsen – Asked that drainage be a topic of future workshops. It was noted that Hillcrest Lake flooded over three roads. Also noted that 302 Euclid where the Bridge Church is, had their detention wall hold up very well.

Alderman Messer – Noted that the eastside flooded during both rainfalls. She stated that the issue stemmed from drainage problems.

Treasurer Tibbits – said that IDOT needed to assist in the flooding issues from Elmhurst Road to the Slough. As it is a state road, it is IDOT's responsibility.

Building and Development Peterson – Said that the Ramada Inn had to close one day due to the flooding in the parking lot. The Crowne Plaza, the Hilton and the Baymont Hotel assisted by taking the Ramada guests. The Tourism District cooperated and helped the Ramada.

City Clerk Morgan-Adams – Discussed the WPH Chamber golf outing. Said that it was held at Old Orchard Country Club instead of Chevy Chase.

Alderman Rosenthal – said that the Strategic Directions Committee Meeting was on July 20. The town center design is moving forward with Tinaglia.

The Budget process – work is being done to adjust the process

The City should go through a rehearsal of a disaster plan and disaster recovery.

Police Chief Steffen – Said that National Nite Out would be held at the Gary Morava Center on August 1.

10. CONSENT AGENDA

A. Resolution Approving Major Case Assistance Team Intergovernmental Agreement – It was noted that this is already in the Budget.

Alderman Rosenthal moved to Approve the Resolution Approve Major Case Assistance Team Intergovernmental Agreement; seconded by Alderman Messer.

ROLL CALL VOTE:

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

Motion carried 4 - 0

11. OLD BUSINESS

A. O-17-19 Staff Memo and Ordinance Increasing the Number of Tourism Board Members from Five (5) to Six (6) (2nd Reading) – TABLED. **Alderman Rosenthal moved to table O-17-19 Ordinance Increasing the Number of Tourism Board members from 5 to 6; seconded by Alderman Messer.**

VOICE VOTE: All ayes, no nays

Motion carried 4 – 0; Alderman Williamson absent.

B. O-17-20 Staff Memo and Ordinance Amending Title 8, Chapter 5 of the Prospect Heights City Code Relating to Sewer Service Rates (2nd Reading) – Alderman Ludvigsen moved to approve Ordinance Amending Title 8, Chapter 5 of the Prospect Heights City Code relating to Sewer Service Rates; seconded by Alderman Messer.

ROLL CALL VOTE:

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

Motion carried 4 - 0

C. Amendment to the Intergovernmental Agreement for the Operation of the Chicago Executive Airport. (Tabled from 7-10-2017 meeting) – TABLED It was noted that there needed to be further discussion at the Workshop Meeting. **Alderman Rosenthal moved to Table and Amendment to the Intergovernmental Agreement for the Operation of the Chicago Executive Airport; seconded by Alderman Ludvigsen.**

ROLL CALL VOTE:

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

Motion carried 4 - 0

12. NEW BUSINESS

A. Report of Glenview/Prospect Heights Revenue Sharing Agreement and Wheeling/Prospect Heights Revenue Sharing at Airport – City Accountant Graefen gave an update as to what the City receives from the agreement. – **No action was taken.**

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

A. Review of City Liquor Code

B. Discussion of Sanitary Sewer System

C. Discussion of Commercial Truck Parking Regulations – **It was noted that the next Workshop would include the Airport Agreement, and that future Workshops would include Drainage.**

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$101,520.05
MFT Fund	\$931.54
Palatine/Milwaukee TIF	\$0.00
Tourism District	\$1,523.45
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	\$144.91
SS Area #8 – Levee Wall #37	\$209.72
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	\$46,033.21
Parking Fund	\$286.52
Sanitary Sewer Fund	\$10,928.13
Road/Building Bond Escrow	\$0.00
Police Pension	<u>\$0.00</u>
TOTAL	\$161,928.13

Wire Payments

7/21/2017 PAYROLL POSTING	\$164,986.42
JUNE IMRF	\$22,114.97
POLICE PENSION PAYMENT	\$42,191.40
TOTAL WARRANT	<u>\$390,870.32</u>

City Clerk Morgan-Adams read the warrants.

Alderman Rosenthal moved to Approve the Warrants as presented; seconded by Alderman Dolick to include a Total of \$161,928.13; 7/21/2017 PAYROLL POSTING of \$164,986.42; JUNE IMRF of \$22,114.97; POLICE PENSION PAYMENT of \$42,191.40; and TOTAL WARRANT of \$390,870.32.

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

Motion carried 4 - 0

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

16. EXECUTIVE SESSION

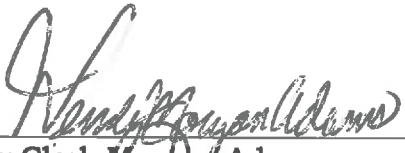
17. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

18. ADJOURNMENT – At 7:24 PM, Alderman Rosenthal moved to Adjourn Open Session and go into Executive Session to discuss sale of property; seconded by Alderman Dolick.

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

Motion carried 4 - 0

Approved by the City Council of Prospect Heights on this the 28th day of August, 2017



City Clerk Morgan Adams



Mayor Nicholas J. Helmer

