



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, AUGUST 28, 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 6:33 PM, Mayor Nicholas Helmer called to order the August 28, 2017 Regular City Council 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, Aldermen Rosenthal, Ludvigsen, Williamson, Treasurer Tibbits and City Clerk Morgan-Adams

ABSENT – Aldermen Messer and Dolick (by previous notification)

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, City Attorney Kearny, Finance Director DuCharme, Police Chief Steffen, City Clerk Schultheis, Director of Building and Development Peterson, and Digital Communications technician Colvin.

3. PLEDGE OF ALLEGIANCE – Led by Mayor Helmer and the St. Viator Baseball Class 3A State Champions.

4. INVOCATION – Led by Reverend Joe Kamanda of Glory House Church

5. APPROVAL OF MINUTES

A. July 24, 2017 Regular Workshop Meeting Minutes – **Alderman Ludvigsen moved to approve the July 24, 2017 Minutes as presented; seconded by Alderman Rosenthal.**

VOICE VOTE: All ayes, No Nays.

Motion carried 3 – 0, Aldermen Messer and Dolick absent.

6. PRESENTATION

7. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Proclamation in Honor of the Class 3A State Championship of the St. Viator Baseball Team – City Clerk Morgan-Adams read the Proclamation presented to the St. Viator team by Mayor Helmer. Coach Manno spoke on behalf of the team. The mayor presented each of the players with a coin and the Coach with a key to the City.

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

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Monthly Update – presented by CEA Director Bill Kearns- Director Kearns gave an update on CEA items.

- The CEA will be getting a new website
- Drone coverage has provided aerial footage of the Airport. The Instagram account is giving real time photos of the airport.
- The 845 Design Group has provided design for site selections for customs office and airport administration building. The CEA is looking to create a customs office that is up to FAA standards. Renderings, site locations and budget are to follow.
- LIMA 1 bypass is complete. The additional taxiway will help traffic flow.
- Noise Exposure – the CEA has received comments from the FAA. There will be another open house on noise exposure findings.- September 6, 2017 at 6 PM
- The CEA is the BMW Championship sponsor at Conway Farms – September 12-17.

Alderman asked is the CEA had received confirmation for Washington DC flights. Director Kearns explained that there was no update but that there would be more lobbying at the NBAA conference and that they were speaking with other gateway airports. Private planes cannot fly directly into Reagan Airport unless they are a gateway airport.

Finance Director DuCharme – Final notices on tickets have been sent out.

The Finance Department is seeking permission to wire out debt service payments rather than have them on the warrant list

Building and Development Director Peterson said that the Quincy Park electrical service permits are down to the last 190.

City Clerk Morgan-Adams noted that the WPH Chamber annual Taste of the Town event on September 28, 2017 from 5- 7 PM at the Westin. She also said that there would be an Athletico Grand Re-Opening on September 7 at 834 N Elmhurst Road.

Police Chief Steffen said that Outreach was a success with over 60 children registered to participate.

10. CONSENT AGENDA - None

11. OLD BUSINESS

12. NEW BUSINESS

A. Parking Lease Agreement with Commonwealth Edison Company for Commuter Parking at the Prospect Heights Metra Station, 55 S. Wolf Road -

Alderman Ludvigsen said that Metra wanted to be part of the negotiations with ComEd. City Administrator Wade said that ComEd was not amenable to that suggestion. Alderman Ludvigsen noted that the Metra station was still \$54,000 in the red even though it was at budget. He stated that the station was cash out of pocket for the City.

It was noted that the City cannot post any advertisements at the station to try to recoup losses

because it is the Metra Right of way. Any revenue generated from advertising on Metra property is Metra revenue.

Aldermen discussed getting the situation to a cost neutral point.

TABLED UNTIL SEPTEMBER 11, 2017 WORKSHOP MEETING

B. Staff Memo and Request for Approval of Bid Award for 2017 Drainage Improvements, to Lifco Construction, in the amount of \$327,027 – Alderman Rosenthal moved to approve Bid Award for 2017 Drainage Improvements and allowing Staff for a contingency additional funding of up to 110%; seconded by Alderman Williamson.

ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent

It was noted that it was a favorable bidding process. The drainage improvement will be directed at the worst situations.

It was also noted that more money had been budgeted. The money that was not spent will go back into the Capital Improvement budget.

C. Staff Memo and Request for Participation in Joint Municipal Bid Project for Crack Sealing Services, with Patriot Pavement Maintenance at \$1.17 per unit and a Contract Not to Exceed \$15,000.00 – Alderman Ludvigsen moved to waive the bidding procurement rules to accept a \$15000 proposal previously submitted by public bid; seconded by Alderman Williamson.

ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent

It was noted that this bid included Arlington Heights and Prospect Heights, and the contractor is Patriot Pavement.

There were questions as to whether \$15000 would be enough. City Administrator Wade replied that the bid was targeted toward newer streets, and was not meant to replace older ones.

The City Engineer had recommended this as pavement preservation.

Council wanted to know if this was a contractor that the City had used before, and City Administrator Wade replied that it was a new contractor, and that the City was trying to employ economies of scale

D. O-17-21 Staff Memo and Ordinance for a Special Use Permit for a Sit Down Restaurant at 5 South Wolf Road, Ruben's Bar and Grill (1st Reading) – Alderman Rosenthal moved to table Special Use Permit for a Sit Down dinner restaurant at 5 S Wolf Road, Ruben's Bar and Grill; seconded by Alderman Ludvigsen.

VOICE VOTE:

All ayes, No Nays.

Motion carried 3 – 0, Aldermen Messer and Dolick absent.

E. R-17-09 Resolution Relating to the Semi-Annual Review of Closed Session Minutes – Alderman Ludvigsen moved to approve Resolution R-17-09 Relating to the Semi-Annual Review of Closed Session Minutes; seconded by Alderman Rosenthal.

ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent

F. O-17-19 Staff Memo and Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights as Designated by State of Illinois (**1st Reading**) – City Administrator Wade noted that this is a compliance ordinance, and the new rates have just been posted.

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

A. Review of City Liquor Code – Alderman Ludvigsen noted that a draft Ordinance would be sent from the City Attorney. It was noted that the body of the draft was circulated previously. City Attorney Kearney said that the codes were updated. Types of liquor licenses were a topic that needed to be discussed by the Council. The consensus was that the new and updated codes needed to be completed before January, 2018 so that they could be incorporated in next year's licensing process. The Mayor also asked that the liquor license lettering system be consolidated. – **This Item would be discussed at the September 11, 2017 Workshop Meeting.**

B. Discussion of IGA for CEA -

C. Discussion of Flooding Issues

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$272,711.42
MFT Fund	\$149.12
Palatine/Milwaukee TIF	\$425.00
Tourism District	\$3,569.96
Development Fund	\$0.00
DEA Fund	\$0.00
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	\$218.27
SS Area #8 – Levee Wall #37	\$264.23
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$450.00
Water Fund	\$26,710.16
Parking Fund	\$701.71
Sanitary Sewer Fund	\$5,293.75
Road/Building Bond Escrow	\$6,163.00
Police Pension	<u>\$0.00</u>
TOTAL	\$342,642.24

Wire Payments

8/4/2017 PAYROLL POSTING	\$145,578.67
8/18/2017 PAYROLL POSTING	\$144,344.34
JULY IMRF	\$17,300.88
6/19/2017 POLICE PENSION PAYMENT	\$75,085.58
TOTAL WARRANT	<u>\$724,951.71</u>

City Clerk Morgan-Adams presented the Warrant List.

Alderman Ludvigsen moved to approve the warrants as presented; seconded by Alderman Rosenthal to include a TOTAL of \$342,642.24; 8/4/2017 PAYROLL POSTING of \$145,578.67; 8/18/2017 PAYROLL POSTING of \$144,344.34; JULY IMRF of \$17,300.88; 6/19/2017 POLICE PENSION PAYMENT of \$75,085.58; and TOTAL WARRANT of \$724,951.71.

ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent

Mayor Helmer asked that in the future, all acronyms be spelled out for better understanding for the residents reading the warrant list.

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

16. **EXECUTIVE SESSION**

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

18. **ADJOURNMENT** – At 7:26 PM, Alderman Williamson moved to Adjourn the Open Session Meeting and go into Executive Session to discuss the status of collective bargaining, probable litigation, and sale or lease of property owned by the City; seconded by Alderman Rosenthal.

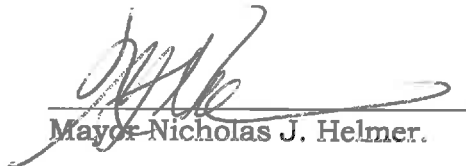
ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent

Approved by the City Council of the City of Prospect Heights on this the 11th day of September, 2017.


City Clerk Morgan-Adams


Mayor Nicholas J. Helmer.

