



THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, DECEMBER 11, 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 6:35 PM, Mayor Nicholas J. Helmer called to order the December 11, 2017 Regular City Council Workshop at 8 N. Elmhurst Road, Prospect heights, IL 60070.

ROLL CALL FOR QUORUM – City Clerk Morgan-Adams called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Mayor Helmer, Treasurer Tibbits, City Clerk Morgan-Adams
Aldermen – Messer, Ludvigsen (entered meeting at 6:40 PM), Dolick, Williamson (entered meeting at 6:40 PM)

ELECTED OFFICIALS PRESENT ELECTRONICALLY – Rosenthal by previous request

Alderman Messer moved to approve Alderman Rosenthal's request to enter the Meeting electronically due to injury and having given prior notice of his request; seconded by Mayor Helmer.

VOICE VOTE: All Ayes, no Nays

Motion carried 3 – 0, Alderman Rosenthal recuses himself, Aldermen Williamson and Alderman Ludvigsen en route to the Meeting; Mayor Helmer votes

OTHER OFFICIALS IN ATTENDANCE – Deputy Clerk Schultheis, City Administrator Wade, Assistant to the City Administrator Falcone, Director of Building and Development Peterson, Digital Communications Technician Colvin, Finance Director DuCharme, Police Chief Steffen, and City Attorney Kearney.

PLEDGE OF ALLEGIANCE – Led by City Treasurer Tibbits

APPROVAL OF MINUTES

A. November 27, 2017 Regular Council Meeting Minutes

B. November 13, 2017 Executive Session Minutes – **Alderman Dolick called for omnibus**

Approval of the November 27, 2017 Regular City Council Meeting Minutes and the November 13, 2017 but not for public release; seconded by Alderman Messer.

VOICE VOTE: All Ayes, No Nays

Motion carried 4 – 0, Alderman Ludvigsen en route

5. **PRESENTATION** - None

6. **APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS** -None

7. **CITIZEN CONCERNS AND COMMENTS (agenda matters)** - None

8. **STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**

A. City of Prospect Heights Water Quality and Compliance with National Pollution Discharge Elimination Standards Report – Environmental Consultant Caitlin Burke of GHA handles the MS4 Program for Prospect Heights discussed water quality testing. The City has the proper testing and is compliant with the EPA requirements. – **No action was taken.**

B. Annual Police Awards – Deputy Chief Zawlocki and Chief Steffen handed out awards for accomplishments, lifesaving and excellence in service. Chief Steffen noted that one of the recipients that was to be awarded was unable to attend due to an advanced illness. – **Community Crossing Guard Leroy Finn.** The Police Department will present the award to him.

Awards to Officers and Staff who participated in the following events as volunteers –

TORCH RUN/COP ON A ROOFTOP EVENT AT DUNKIN DONUTS –

Corporal Bill Caponigro, Officer Jocelyn Garza, Records Clerk Pablo Martinez, Officer Mark Pufundt, Officer Dean Savas, Officer Cory Simpson

OFFICERS WHO RAN IN THE TORCH RUN –

Officer Milo Derman, Officer Kevin Lange, Records Clerk Pablo Martinez, Officer Keith O'Connor, Officer Christopher Skeet, Officer Mike Smith, Officer Alan Thibeault, Canine Bane, and Officer Matt Willis.

OUTREACH ACTIVITIES –

Corporal Bill Caponigro, Officer Mike Coglianese, Officer Pardeep Deol, Officer Jocelyn Garza, Corporal Jesus Duron, Officer Kevin Lange, Officer Keith O'Connor, Officer Mark Pufundt, Officer Dean Savas, Officer Cory Simpson, Officer Mike Smith, Corporal Bill Suerth, and Officer Mitch Webber.

AMERICAN CANCER ASSOCIATION – TO RAISE AWARENESS FOR MEN'S HEALTH AND BREAST CANCER

American Cancer Association Representative was presented a check from the Prospect Heights Police Department for \$3860 for Breast Cancer Awareness and \$1900 for Men's Health Awareness.

OFFICERS WHO COLLECTED DONATIONS FOR CANCER RESEARCH - Officer Mike Coglianese, Officer Pardeep Deol, Officer Jocelyn Garza, Officer Kevin Lange, Officer Keith O'Connor, Officer Mark Pufundt, Officer Cory Simpson, Officer Alan Thibeault, Officer Bill Ware, and Officer Mitch Webber.

NO SHAVE NOVEMBER – Officer Pardeep Deol, Officer Milo Derman, Officer Mike Coglianese, Officer Kevin Lange, Records Clerk Pablo Martinez, Records Clerk Evaristo Mendez, Officer Keith O'Connor, Officer Mark Pufundt, Officer Cory Simpson, Officer Christopher Skeet, Officer Mike Smith, Officer Alan Thibeault and Bane, and Officer Bill Ware.

PROSPECT HEIGHTS THANKSGIVING FOOD DRIVE – Records Supervisor Margie Bolger, Corporal Bill Caponigro, Officer Mike Coglianese, Officer Pardeep Deol, Officer Milo Derman, Officer Kevin Lange, Officer Keith O'Connor, Officer Mark Pufundt, Officer Cory Simpson, Officer Mike Smith, Corporal Bill Suerth, Officer Bill Ware, Officer Mitch Webber, and Officer Matt Willis.

Thanksgiving meals were provided for over 65 families.

UNIT CITATION AWARD – Given for teamwork to resolve a serious and critical issue.

On September 26, 2017, Sgt. Stone responded to a report of a despondent suicidal, intoxicated subject. The subject left his house with a backpack containing a gun. Sgt. Stone helped coordinate the response including getting dispatchers. The subject's cellphone was pinged to ascertain a location. Sgt. Stone coordinated the lockdown of area schools and began a search of the area, which included Deputy Chief Zawlocki. The subject was seen in the Rob Roy area. Officers Willis and Lange found the subject, and they were able to de-escalate the situation. They were successful in disarming the subject. A 9mm gun was found as well as ammunition. Other shotguns and rifles were recovered from his house. These officers upheld the best traditions of law enforcement and were able to bring a peaceful resolution and medical assistance to a troubled individual.

Sgt. Mike Stone, Officer Jocelyn Garza, Officer Kevin Lange and Officer Matt Willis.

DEPARTMENTAL COMENDATION AWARD - displayed initiative in a criminal sexual assault case in March, 2017. These assaults were reported in the home of two Prospect Heights residents where the victims were underage boys. Children were lured to the home and then groomed for sexual abuse – after the suspects were tipped off they left the state. Detectives Caponigro and Porlier were able to convince the suspects that their charges were going to be of a lesser seriousness. The suspects were arrested and a search warrant revealed more damning evidence of child pornography and abuse. Both suspects were served with indictments.

Detective Sergeant Porlier and Detective Caponigro

LIFE SAVING AWARD – On November 3, 2017, both officers responded to 1411 Olive Street to aid a female who had collapsed and was unresponsive. Officer Thibeault began CPR, while Officer Webber prepared an AED. Both officers alternated compression cycles while EMT's arrived and set up their electronic defibrillators. The subject eventually recovered after being brought to the hospital. The Fire Department commended the Officers for their response and lifesaving expertise.

Officer Thibeault and Officer Webber

LIFE SAVING AWARD – On June 14, 2017, Sgt Godair and Officer Lange responded to a subject that had taken a lethal mixture of prescription drugs. Sgt. Godair administered a dose of Narcan and when there were no signs of improvement a second dose was prepared. The second dose was given, and there was immediate improvement and regular breathing.

Sgt. Godair and Officer Lange

OFFICER OF THE YEAR – Officer Kevin Lange, a five-year department veteran, is awarded this commendation. He is an evidence technician and he is on the Major Case Assistance Team. He does volunteer work in the Outreach Program and the Thanksgiving Drive. He worked on the Special Olympics Torch Run.

Officer Kevin Lange.

UNIT CITATION AWARD – Officer Pardeep Deol. This award is to be given at a subsequent date.

- C. Plaza Drive Status Report – Director of Building and Development Peterson said that the City had been meeting with Country Pines and Pabcor regarding maintenance of Palwaukee Plaza. It was noted that Country Pines was in favor of maintenance and Pabcor

wanted to do more comparative pricing – they were awaiting information from their surveyors. Aldermen asked for an estimate on a reasonable amount of time for the completion of the fact finding that Pabcor was still doing. Mr. Peterson noted that it should take 30 days. It was noted that direction had already been given to take action and implement a fine. Director of Building and Development Peterson that the property is private and must be maintained. He said that the property owners would be put on notice and given a deadline to respond.

It was noted that Pabcor was the roadblock to getting the maintenance done.

Alderman Ludvigsen moved to direct Staff to issue a 30-day deadline with Final Notice Citation directed to Property Owners; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5- 0

Notice set to go out 12/12/2017. There was a question as to how the Notice should be served. The Mayor requested that the Police Department serve the Notice.

9. CONSENT AGENDA - None

10. OLD BUSINESS

A. O-17-22 Staff Memo and Ordinance for a Zoning Variance for 697 Glendale (**2nd Reading**) – City Attorney Kearney noted that he had sent out an email clarifying that in order to overturn a PZBA Approval vote, only a regular majority was needed. A super majority was only needed

Alderman Williamson moved to Approve the variance for 697 Glendale; seconded by Alderman Messer. Discussion followed.

Alderman Williamson said that it was his ward and that he was willing to compromise if the size of the variance was lessened. Mr. Stavros, attorney for the requester, said that the need for a variance had been out of hardship.

It was noted by Alderman Messer that the City had approved garage variances in previous years, and that the neighbors did not have any issue with the request that was being made.

Attorney Stavros said that this case might need to be taken to judicial review.

The requester, Mr. Pascucci did not want to compromise.

ROLL CALL VOTE:

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

Motion fails 2 - 3

B. O-17-26 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Police Pension Fund (**2nd Reading**)

C. O-17-27 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number One (**2nd Reading**)

D. O-17-28 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number Two (**2nd Reading**)

E. O-17-29 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number Three (**2nd Reading**)

F. O-17-30 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number Four (**2nd Reading**)

G. O-17-31 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number Five (**2nd Reading**)

H. O-17-32 An Ordinance for the Levy and Assessment of 2017 Taxes for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 in and for the City of Prospect Heights Special Service Area Number Eight (**2nd Reading**)

Alderman Messer moved for omnibus approval of Items B – H, the levies for Police Pension Board (O-17-26), SSA#1 (O-17-27), SSA#2 (O-17-28), SSA#3 (O-17-29), SSA#4 (O-17-30), SSA#5 (O-17-31), and SSA#8 (O-17-32); seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5- 0

11. NEW BUSINESS

A. Staff Memo and Request from Player's Pub and Grill for Disbursement of Tax Increment Financing Fund, per Player's Pub and Grill/City of Prospect Heights Redevelopment Agreement – Building and Development Director Peterson said that the facility had been inspected and was complete. He said that Players Pub wanted its \$54000 payout.

Aldermen noted that in the future the City could not write out contracts like these that were full of contradictions. It was noted by the City Attorney that based upon the agreement, Players Pub qualified for the payout. Finance Director DuCharme noted that Players Pub was one-month delinquent in its Places for Eating tax.

Alderman Ludvigsen moved to approve the final disbursement of \$54,000 to Players Pub upon payment of any outstanding balances to the City; seconded by Alderman Messer. There was unanimous approval.

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

Motion carried 5 - 0

B. R-17-16 Staff Memo and Resolution Approving an Agreement between the City of Prospect Heights and Metropolitan Alliance of Police, Chapter #252 – **Alderman Messer moved to approve**

the Agreement between the City of Prospect Heights and the Metropolitan Alliance of Police, Chapter #252; seconded by Alderman Ludvigsen. There was unanimous approval.

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

Motion carried 5- 0

C. Request for Waiver of 1st Reading O-17-33 Staff Memo and Ordinance to Adopt Illinois Vehicle Code in Entirety for Enforcement by City of Prospect Heights (*1st Reading*)
Alderman Messer moved to waive first reading; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 – 0

D. O-17-33 Staff Memo and Ordinance to Adopt Illinois Vehicle Code in Entirety for Enforcement by City of Prospect Heights (*2nd Reading*) – **Alderman Rosenthal moved to Adopt Illinois Vehicle Code in Entirety for enforcement; seconded by Alderman Messer. There was unanimous approval.**

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

Motion carried 5 – 0

E. O-17-34 Staff Memo and Ordinance Re: Adjustment of Daily Permit City of Prospect Heights Liquor License Fees (*1st Reading*) – the Mayor noted that all of the liquor license fees needed to be adjusted. This particular Adjustment was for the special late hour licenses requesting an add-on hour for a particular event. It was noted by the Attorney that this was separate from a new liquor code. The increase for the add-on hour would rise to \$1000. – **No action was taken.**

F. Staff Memo and Request for Approval of the City Council Meeting Calendar for 2018 – Aldermen reviewed the Calendar. May 28, 2018 was switched to May 29 (Tuesday) because of the Memorial Day holiday.
Alderman Messer moved to approve the 2018 City Council Calendar as amended; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 – 0

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

A. Discussion of Commercial Truck Parking Regulations – the Council and Mayor wanted to make certain that the public was notified. Director of Building and Development Peterson said that there would be a January, 2018 public hearing. Assistant to the City Administrator Falcone said that there would be an insert in the Newsletter. – **No action was taken.**

B. Review of City Liquor Code – there will be a rewriting of the Ordinance with a BYOB provision. – **No action was taken.**

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$91,292.81
MFT Fund	\$0
Palatine/Milwaukee Tax Increment Financing District	\$0
Tourism District	\$4,063
Development Fund	\$0
Drug Enforcement Agency Fund	\$104,150
Solid Waste Fund	\$0
Special Service Area #1	\$0
Special Service Area #2	\$0
Special Service Area #3	\$0
Special Service Area #4	\$0
Special Service Area #5	\$6,541.5
Special Service Area #8 – Levee Wall #37	\$0
Special Service Area-Constr #6 (Water Main)	\$0
Special Service Area- Debt #6	\$0
Road Construction	\$0
Road Construction Debt	\$0
Water Fund	\$34,885

Parking Fund	\$323
Sanitary Sewer Fund	\$0
Road/Building Bond Escrow	\$000
Police Pension	\$000
TOTAL	\$116,984.32
<u>Wire Payments</u>	
12/8/2017 PAYROLL POSTING	\$137,989.00
NOVEMBER ILLINOIS MUNICIPAL RETIREMENT FUND	\$17,921.20
US BANK DEBT SERVICE PAYMENTS	\$1,391,773.75
BANK OF AMERICA DEBT SERVICE PAYMENT	\$188,030.00
POLICE PENSION PAYMENTS	\$0
TOTAL WARRANT	\$1,852,698.27

City Clerk Morgan-Adams read the warrants.

Alderman Dolick moved to approve the Warrants as presented; seconded by Alderman Ludvigsen to include a TOTAL of \$116,984.32; 12/8/2017 PAYROLL POSTING of \$137,989.00; NOVEMBER ILLINOIS MUNICIPAL RETIREMENT FUND of \$17,921.20; US BANK DEBT SERVICE PAYMENTS of \$188,030.00; and a TOTAL WARRANT of 1,852,698.27. There was unanimous approval.

ROLL CALL VOTE:

AYES -	Rosenthal, Williamson, Messer, Dolick, Ludvigsen
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 8:48 PM, Alderman Rosenthal moved to end open session and go into closed session to discuss Pending Litigation; seconded by Alderman Dolick. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5- 0

Approved by the Prospect Heights City Council on this the 8th day of January, 2018.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

