



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON TUESDAY, JUNE 25, 2018 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 6:50 PM, Mayor Nicholas J. Helmer called the June 25, 2018 Regular City Council Meeting to order at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR QUORUM – Deputy Clerk Schultheis called roll. A quorum was present.
ELECTED OFFICIALS PRESENT – Mayor Helmer, Treasurer Tibbits, Aldermen – Rosenthal, Ludvigsen, Williamson, Dolick, Messer

ELECTED OFFICIALS ABSENT – City Clerk Morgan-Adams (by previous notification)
OTHER OFFICIALS IN ATTENDANCE – City Administrator Wade, Assistant to the City Administrator Falcone, Director of Building and Development Peterson, Deputy City Clerk Schultheis, Public Works Superintendent Roscoe, Police Chief Steffen, Assistant Finance Director Graefen, City Attorney O'Driscoll, and Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Sergeant Caponigro

INVOCATION – Led by Pastor John Knautz – Campus Pastor of The Bridge Church

Mayor Helmer asked that R-18-14 Resolution Authorizing the Sale of City Property, 25 and 35 Piper Lane (*Related documents: Listing Agreement, Purchase and Sales Contract, and Property Appraisal*) be moved to after Executive Session.

Alderman Ludvigsen moved to move R-18-14 vote to after Executive Session; seconded by Alderman Messer. There was unanimous approval.

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

Motion carried 5 – 0.

APPROVAL OF MINUTES

A. June 11, 2018 Regular Workshop Meeting Minutes – Alderman Ludvigsen moved to approve the June 11, 2018 Regular Workshop Minutes and Table the April 23, 2018 and May 29, 2018 Executive Session Minutes; seconded by Alderman Rosenthal. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 5 - 0

B. April 23, 2018 City Council Executive Session Minutes (*Not for public release*)

C. May 29, 2018 City Council Executive Session Minutes (*Not for public release*)

PRESENTATION - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Oath of Office for Police Officer Colleen Zitkus – Police Chief Steffen gave an introduction praising Officer Zitkus, and commending her for the job that she had done with the Lincolnwood Police Department. Deputy Clerk Schultheis read Officer Zitkus the Oath of Office and Mayor Helmer commented on the addition of Officer Zitkus to the Police Department.

CITIZEN CONCERNS AND COMMENTS (agenda matters) – J William Braithwaite of JWB deferred comment to his associate, William Grafft.

William Grafft – JWB – Mr. Grafft admitted that they are coming in at the 11th hour but they were unaware that the decision regarding the sale of land would be on the Agenda. They said that they would be offering a significantly higher amount.

The Mayor said that the Council would be going into Executive Session to discuss Sale of land.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Report Presented by Director Kiefer with Executive Director Jamie Abbott and the new Economic Development Director George Sakas.

It was noted that there would be a Joint Wheeling, CEA, Prospect Heights meeting on June 27, 2018.

It was also noted that the airport has added two new maintenance technicians and is at full technician employment.

In July, there will be a final meeting for the for the Customs facility

The Rock the Runway and Run the Runway will be on Saturday, June 30

The Airport will begin Phase III of its master plan – to be discussed at the June 27 Joint Meeting.

Revenues at the airport have been up, Customs is up, fuel flow is up and expenses are down.

There were 37 noise complaints last month.

There was a question regarding the sales tax distribution. Director Kiefer said that the Chairman of the CEA Board has said that as of July 1, 2018 the tax monies will go into a lockbox and be held until a decision has been rendered by the FAA. City Finance Director Graefen concurred that the City will stop receiving funds on July 1.

There was a question regarding the 310 Procedure for Noise Abatement. Director Kiefer said that the 310 Project has been put on hold. Executive Director Abbott said that the 310 study was cost prohibitive. He said that it was not something that could proceed without FAA approval, and that it would require an environmental impact study. He noted that even though it had been shelved, it could be revived.

It was noted that the new Customs Building is ONLY for Customs – for security purposes.

There was a concern by the Council that because the City was non-home rule, there might be an issue as to how the Department of Revenue reports who is paying the sales tax.

Alderman Ludvigsen – Noted that prior to the flooding, the City was working off of the Christopher Burke Study, and breaking the issue down into projects on drainage.

Alderman Rosenthal – thanked the Finance Department for the water use study for Rob Roy.

Noted that Ward 2 had flooding issues, and that the City Engineer and Superintendent Roscoe will review what can be done.

Noted that there is a Prospect Heights member vacancy for the Noise Committee.

Said that he would like an update on Wolf Road

Deputy Clerk Schultheis – reminded the Audience about the Fourth of July Parade.

City Administrator Wade – Said that he had a conversation with MWRD regarding grant work. There should be a Letter of Intent within the next 30-60 days. The areas that will be affected are Willow, Hillcrest and Owen – it is hoped that this will address some of the flooding issues. Cook County DOT is also a partner to the City, and is hoping to raise Willow Road six – eight inches above the street.

City Administrator Wade has met with Clark Aquatics. There is no elodea problem this year, so no treatment is recommended. There is no algae problem either.

Alderman Messer – Ward 1 also had flooding issues. She will meet with Public Works and the City Engineer to see what can be done regarding Apple Drive.

Assistant to the City Administrator Falcone – said that the shredding and electronics event had been cancelled on June 9th. He said that a document shredding could be rescheduled for August or September for \$500 for three hours.

The consensus of the Council was to move forward on the rescheduled shredding event.

It was noted by the Assistant to the City Administrator that this event would not only be for Prospect Heights residents.

Public Works Superintendent Roscoe – Public Works was handling storm issues – working on current issues and looking for resolution to these issues so they do not occur in the future. He noted that the City does not have “shut off valves” – that is, the City does not control the flow of the water. The flow is based upon gravity.

He said that Public Works was getting ready for Rock the Runway.

He commended the Public Works Department for their effort to assist residents during the flooding – Joe Cassata, Paul Miller, Adam Biondo, Sean Heber – for their extra hours.

He commended the park District for a successful Block Party event.

Alderman Williamson – Noted that Public Works did a great job. He also said that drainage projects are ongoing and that it is a matter of dollars and cents to completing the projects.

CONSENT AGENDA – None.

OLD BUSINESS

A. O-18-24 Ordinance Creating Title 1, Chapter 5, Section 36 of the City Code to Provide for Indemnification of Certain Officials (2nd Reading) – Alderman Ludvigsen moved to approve O-18-24 Ordinance Creating Title 1, Chapter 5, Section 36 of the City Code to Provide for Indemnification of Certain Officials; seconded by Alderman Messer. There was unanimous approval.

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

Motion carried 5 – 0.

Alderman Rosenthal asked if there would be a detailed position description of Section 2? It was noted by the City Administrator that these descriptions are available.

NEW BUSINESS

A. R-18-14 Resolution Authorizing the Sale of City Property, 25 and 35 Piper Lane (*Related documents: Listing Agreement, Purchase and Sales Contract, and Property Appraisal*) –

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

A. Discussion of Home Rule Status

Alderman Rosenthal recommended the addition of:

1. The City's investment policy
2. Organization and Operation of City Council Meetings

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$158,837.33
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$1,700.00
Tourism District	\$69,856.79
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$27,090.86
Special Service Area #1	\$0.00
Special Service Area #2	\$0.00
Special Service Area #3	\$0.00
Special Service Area #4	\$0.00
Special Service Area #5	\$129.46
Special Service Area #8 – Levee Wall #37	\$109.30
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Road Construction	\$0.00

Road Construction Debt	\$0.00
Water Fund	\$132,514.24
Parking Fund	\$99.89
Sanitary Sewer Fund	\$335.94
Road/Building Bond Escrow	\$7,568.00
Police Pension	<u>\$0.00</u>
TOTAL	\$398,241.81

Wire Payments

6/22/2018 PAYROLL POSTING	\$153,410.15
CONSTRUCTION AND GEOTECHNICAL MATERIAL TESTING	\$8,800.00
MAY ILLINOIS MUNICIPAL RETIREMENT FUND	\$17,063.85
POLICE PENSION PAYMENTS	<u>\$65,327.50</u>
TOTAL WARRANT	\$642,843.31

Deputy Clerk Schultheis read the warrants.

Alderman Williamson moved to approve the warrants as presented; seconded by Alderman Ludvigsen to include a TOTAL of \$398,241.81; 6/22/2018 PAYROLL POSTING of \$153,410.15; CONSTRUCTION AND GEOTECHNICAL MATERIAL TESTING of \$8,800.00; May Illinois Municipal Retirement Fund of \$17,063.85; Police Pension Payments of \$65,527.50; and TOTAL WARRANT of \$642,843.31. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0.

Alderman Rosenthal asked about the \$69,000 for the Tourism District. He questioned if that payment was made because the City is not Home Rule. City Administrator Wade said that was correct.

He asked about the water fund expense. City Administrator Wade said that the back hoe that needed to be replaced was from 1991. This equipment was needed for water main breaks.

Alderman Rosenthal asked about the Police Pension Payment, and wanted to know if the fund was securing the maximum amount possible. He wanted more information regarding what benchmark was used.

RESIDENT COMMENTS (Non-agenda matters) - None

EXECUTIVE SESSION – At 7:45 PM, Alderman Ludvigsen moved to go into Executive Session Under Open Meeting Act Exceptions 5 and 6 to discuss the for the Discussion of the Sale of City owned real estate; seconded by Alderman Dolick. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0.

At 9:15 AM, all five members of the City Council were present as the City Council returned to Open Session. There was a quorum present.

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED – Alderman Dolick moved to Table R-18-14, Resolution Authorizing the Sale of City Property, 25 and 35 Piper Lane (*Related documents: Listing Agreement, Purchase and Sales Contract, and Property Appraisal*); seconded by Alderman Rosenthal. There was unanimous approval.

ROLL CALL VOTE:

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

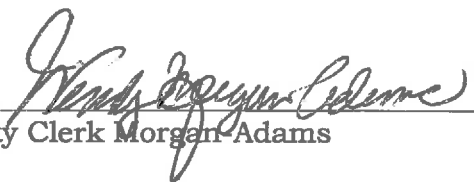
Motion carried 5 – 0.

ADJOURNMENT – At 9:18 PM, Alderman Rosenthal moved to Adjourn; seconded by Alderman Dolick. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 5 – 0.

Approved by the City Council of Prospect Heights on this the 9th day of July, 2018.


City Clerk Morgan Adams


Mayor Nicholas J. Helmer

