



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, SEPTEMBER 24, 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 6:35 PM, Mayor Nicholas J. Helmer called to order the September 24, 2018 Prospect Heights City Council Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

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

ELECTED OFFICIALS PRESENT – City Clerk Morgan-Adams, Treasurer Tibbits, Mayor Helmer; Aldermen – Williamson, Dolick, Messer, Rosenthal, Ludvigsen

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Digital Communications Technician Colvin, Deputy Clerk Schultheis, Police Chief Steffen, Director of Building and Development Peterson, Public Works Superintendent Roscoe, Finance Director DuCharme and City Attorney O'Driscoll.

PLEDGE OF ALLEGIANCE – Led by Audience Member - Rodney Adams led the pledge

INVOCATION – Led by Pastor Rod Krueger, Our Redeemer Lutheran Church

APPROVAL OF MINUTES

A. September 12, 2018 Special Workshop Meeting Minutes – **Alderman Messer moved to approve the September 12, 2018 Special Meeting Minutes; seconded by Alderman Dolick. There was unanimous approval.**

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

Motion carried 5 - 0

PRESENTATIONS - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Appointment of Charles Currie to the Ad Hoc Prospect Heights City Redevelopment Committee

B. Appointment of Rodney Adams to the Ad Hoc Prospect Heights City Redevelopment Committee

C. Appointment of James Kiefer to the Ad Hoc Prospect Heights City Redevelopment Committee

D. Appointment of Jerry Meyer to the Ad Hoc Prospect Heights City Redevelopment Committee

E. Appointment of Timothy Dela Riva to the Ad Hoc Prospect Heights City Redevelopment Committee

F. Appointment of Philip Carbonari to the Ad Hoc Prospect Heights City Redevelopment Committee

Alderman Rosenthal moved for omnibus approval of the appointments of Charles Currie, Rodney Adams, James Kiefer, Jerry Meyer, Timothy Dela Riva and Philip Carbonari to the Prospect Heights City Redevelopment Committee; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 - 0

Mayor Helmer noted that Terry Anderson of the CVB had served for six years on the North Shore Convention and Visitor's Bureau Board of Directors as the City's representative. He said that an oversight had kept her off the Agenda, and asked for a motion to reappoint her. **Alderman Rosenthal moved to reappoint Terry Anderson to the North Shore Convention and Visitor's Bureau Board of Directors as the City's representative; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 - 0

PUBLIC COMMENT (agenda matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Report Presented by Director Jim Kiefer – Noted that the Regular Meeting of the CEA was postponed due to a lack of a quorum. The Special Meeting of the CEA will be held on Wednesday.

- The CEA is within budget, and fuel sales are up
- Economic Development Manager Sakas is working on certain property sales/purchases.
- A SIG (Shareholder Involvement Group) has been formed
- The next public meeting regarding the masterplan will be on December 4, 2018 from 5 – 7 PM
- The new Customs Facility is going well – the CEA has negotiated for a building of less square footage; which will be more cost-efficient.
- The State has approved a \$3.6 million grant for noise abatement and lighting

The Aldermen asked if there was a new Wheeling representative on the CEA Board yet? Director Kiefer said "not yet."

B. August Treasurer's Report Presented by Finance Director DuCharme – Discussion regarding the August report. It was noted that the SSA#6 refunding closes on September 27. There will be a \$200,000 savings.

- He noted that Azavar was at City Hall on Monday and copied documents from every revenue source in the City. They are building their library to look for tax money that may be owed to the City.

- The Fund Balance Policy – the newly-drafted policy is to be approved at the next meeting.

Police Chief Steffen – Said that the Police are looking for two new police officer candidates.

- He thanked Pastor Rod Krueger and Our Redeemer Lutheran Church for helping distribute food baskets and gift cards to the victims of the fire.

Alderman Messer – Ward 5 – Asked if the Home Rule Flyer was going out as scheduled?

City Administrator Wade noted that the City is in the review phase before the information is sent out, and that this would include Treasurer Tibbits' Question and Answer section.

It was also noted that there will be two Town Hall Meetings, in which it will be explained why the Referendum was put on the ballot. The first meeting will be at City Hall on October 24th and the second will be at the Monrovia Center on October 30th.

City Clerk Morgan-Adams – the Wheeling-Prospect Heights Chamber will be hosting the annual Taste of the Town event at Chevy Chase on Thursday, September 27th.

Director of Building and Development Peterson – Attended the Community District 21 School Board Meeting. The City received a thank you from the District for assistance in distributing school back packs to fire victim school children.

Superintendent of Public Works Roscoe – Said that street resurfacing would begin this week. He noted that the Fall colors had been added to the scenic corridor.

Alderman Williamson – Ward 3 – inquired about the Robo-call that went out to residents requesting that they have the mayor veto the Conor land purchase. He asked if there was any update as to where the call originated? He said that the information on that message contained false information. He noted that despite the fact that the initial outlay of money by the IG Trucking Group might be greater than Conor's offer, over the course of the next few years, the Conor Group's offer stood to be \$2 million more than IG Trucking.

Treasurer Tibbits – Said that things are in full swing regarding the Home Rule Educational campaign. The Power Point version will be on the cable channel.

Mayor Helmer – noted that he had been at the Anne Sullivan Fourth Grade class of Ms. Kelly Funk with Police Chief Steffen, Police Officer Deol, Natural Resource Commissioner Sievertson and Deputy Clerk Schultheis to discuss a project that the class was considering. The class will assist in a project to learn about the Prairie and do some planting.

CONSENT AGENDA - None

OLD BUSINESS - None

NEW BUSINESS

A. R-18-33 Resolution and Staff Memo Approving Phase I Preliminary Engineering for Wolf Road Sidewalk: Old Willow Road to Palatine Road, with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$76,388.00 – **Alderman Messer moved to Approve Resolution R-18-33 Phase I Preliminary Engineering for Wolf Road Sidewalk: Old Willow Road to Palatine Road, with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$76,388.00; seconded by Alderman Ludvigsen.**

There was discussion regarding the total cost of all the phases of the project, as well as the amount of grant money that might be available. It was also noted by the Aldermen that this is an area travelled by many residents and would be an important project.

There was unanimous approval.

ROLL CALL VOTE: AYES – Messer, Dolick, Ludvigsen, Rosenthal, Williamson

NAYS – None
ABSENT - None

Motion carried 5 - 0

B. R-18-34 Resolution and Staff Memo Approving Arlington Countryside Area Conceptual Engineering Drainage Study with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$24,500.00 – **Alderman Ludvigsen moved to approve Resolution R-18-34 Arlington Countryside Area Conceptual Engineering Drainage Study with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$24,500.00; 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

C. R-18-35 Resolution and Staff Memo Approving Eastside TIF District Conceptual Engineering Drainage Study with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$39,500.00 – **Alderman Messer moved to approve Resolution R-18-35 Approving Eastside TIF District Conceptual Engineering Drainage Study with Gewalt Hamilton Associates, Inc. for a Fee Not-to-Exceed \$39,500.00; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 - 0

Alderman Ludvigsen stated that these Resolutions that were just approved were a giant step for the City. In all the years that studies were done, the City did not have the funding to afford the work that was needed. He said being to secure the revenue needed for these projects was as big an accomplishment as anything that he had been part of in his 16 years with the City government.

D. R-18-36 Resolution and Staff Memo Approving an Intergovernmental Agreement with Cook County to Provide for Wolf Road Sidewalk Phase I Engineering – **Alderman Rosenthal moved to Approve an Intergovernmental Agreement with Cook County to Provide for Wolf Road Sidewalk Phase I Engineering; 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

It was noted that the City would be paying \$1388 and the County would be paying \$75,00

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

A. Home Rule Discussion

B. Organization and Operation of City Council

C. City Investments

It was noted by City Administrator Wade that the Police Pension Board would be asked to be at October 8th Meeting.

Alderman Ludvigsen asked that the Tourism District Board Chairman be present at the next meeting to discuss the process that is used to determine how the grants are distributed. Mayor Helmer asked that Finance show how the grants are allocated. Alderman Ludvigsen said that there was a need to know what funds get submitted and approved and how the expenses that are being reimbursed are being used to help tourism in the City.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$198,380.25
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$154.00
Tourism District	\$70,716.27
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$2,377.21
Solid Waste Fund	\$0.00
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	\$121.02
Special Service Area #8 – Levee Wall #37	\$0.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$7,781.00
Road Construction	\$0.00

Road Construction Debt	\$0.00
Water Fund	\$29,085.73
Parking Fund	\$298.85
Sanitary Sewer Fund	\$17,062.18
<u>Road/Building Bond Escrow</u>	<u>\$0.00</u>
TOTAL	\$325,976.51

Wire Payments

9/14/2018 PAYROLL POSTING	\$145,406.10
AUGUST ILLINOIS MUNICIPAL RETIREMENT FUND	\$26,649.34
POLICE PENSION PAYMENTS	\$70,320.22
TOTAL WARRANT	\$568,352.17

Alderman Rosenthal moved to remove the Tourism District warrant for \$70,716.27; seconded by Alderman Williamson. There was unanimous approval.

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

Motion carried 5 - 0

City Clerk Morgan Adams read the warrants minus the Tourism District warrants.

Alderman Williamson moved to approve the warrants as amended; seconded by Alderman Dolick for a TOTAL of \$255,260.24; 9/14/2018 PAYROLL POSTING of \$145,406.10; AUGUST ILLINOIS MUNICIPAL RETIREMENT FUND of \$26,649.34; POLICE PENSION PAYMENTS of \$70,320.22; and a TOTAL WARRANT of \$497,635.90. There was unanimous approval.

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

Motion carried 5 - 0

PUBLIC COMMENT (Non-agenda matters) - None

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED - None

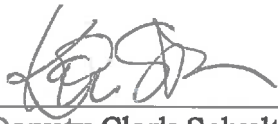
Alderman Williamson asked for an update on the Newsletter. It was noted by Assistant to the City Administrator Falcone that the Home Rule Flyer would be sent out separately, and as soon as the articles were sent to the Newsletter, it would be sent out.

ADJOURNMENT – At 7:27 PM, Alderman Rosenthal moved to Adjourn; seconded by Alderman Messer. There was unanimous approval.

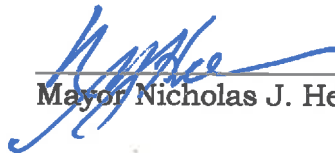
VOICE VOTE - All ayes, no nays

Motion carried 5 – 0

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



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

