



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, NOVEMBER 26, 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 6:33 PM, Mayor Nicholas Helmer called to order the Regular 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 – Mayor Helmer, City Clerk Morgan-Adams, Aldermen – Williamson, Messer, Ludvigsen, Dolick, Rosenthal.

ABSENT – Treasurer Tibbits

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, deputy Chief Zawlocki, City Attorney Kearney, Deputy Clerk Schultheis, Finance Director DuCharme, Digital Communications technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Audience Member

INVOCATION – Led by City Administrator Wade

APPROVAL OF MINUTES

A. November 12, 2018 Regular Workshop Meeting Minutes – **Alderman Messer moved to approve the November 12, 2018 Regular Workshop Minutes as presented; seconded by Alderman Rosenthal. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 - 0

PRESENTATIONS - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

PUBLIC COMMENT (agenda matters) – Resident – 501 Love Drive, Prospect Heights said that there was concern that the City required residents to go with whichever waste and recycling carriers that were chosen for the City. He noted that 47% of his Association's to pay for waste. He would like to know if the residents can negotiate a separate deal for waste removal.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A.Chicago Executive Airport Report Presented by Director Scott Saewert – Director Saewert thanked the City for the job that they did with snow removal.

- he noted that the Airport battled the snowstorm. The Airport did close for a few hours in the morning.
- Hawthorne second hangar has opened
- There is a Master Plan Open House on Tuesday, December 4th from 5 – 7 pm at the Ramada
- Noise Committee Meeting scheduled for Wednesday, December 5th to discuss the latest Airport efforts.
- US Customs – Board will hear presentations by the architect and get a cost estimate. The master Plan states that Customs must be in the right location. The plan is to have construction start in the next fiscal year.

City Administrator Wade - thanked the airport for the District 214 and Louis University job fair. The program highlighted jobs that are available in the air industry and airline support. It was noted that the program is already at capacity.

Mayor Helmer - stated that overseas routes at the CEA are an important part of the revenue and that the customs office is needed.

Director Saewert – said that overseas events vary but are growing. Currently, there is a temporary facility being used at the Atlantic facility. The CEA will not be able to move forward with Customs without the masterplan finalized. – **No action was taken**

B.Residential and Commercial Solid Waste, Recycling, and Landscape Collection Request for Proposal Discussion and Request for Council Decision – City Administrator Wade – explained that the City is looking to bundle solid waste and recycling by getting better price and protecting the streets by not using multiple vendors to go up and down the same streets. There are economies of scale by the entire City being on the same solid waste and recycling plan. He said that there had been an RFP for competitive bids and the three best carriers were identified. Lakeshore had submitted a second and third proposal and now the other two vendors would be allotted the same opportunity to resubmit.

It was noted that all of the bids are cheaper than the current services. City Administrator Wade asked how important Friday delivery was to the residents? Other days, it was noted, could be cheaper. It was also suggested that multiple days might be needed. That is, one pick-up per week, but different areas on different days. There was a question as whether multiple days meant that the carrier was not able to handle the whole City?

There were also questions regarding the expense of single family versus townhouses versus multi-family. It was noted that there was a discrepancy in the savings.

It was noted that the final bids will be delivered to the City Administrator on December 3rd – the bids will be sealed.

It was noted by the City Attorney and the City Administrator that the accepted bid does not have to be the lowest one. There is a subjective element that could be factored in. there was a question as to whether the cost savings should be an aggregate or the same across the different types of domiciles.

Alderman Messer moved to direct Staff to solicit final bids by close of business on Monday, December 3, 2018, to be sent directly to the City Administrator Joe Wade and are not to be revealed to elected officials until the close of business on December 3rd; seconded by Alderman Rosenthal. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 - 0

The new contract will be for seven years; and all companies were rated by Staff as excellent. It was noted by SWANCC expert David Van Vooren that there was a "tremendous" response by the haulers to the RFP. He responded to the previous question regarding why haulers wanted multiple days. He said that it was a matter of capital investment. Vendors could spread their capital where they were needed if have multiple days.

C.Plaza Drive Status Report – Director of Building and Development Peterson said that the City would like this private street dedicated to the City. The agreement will be presented at the December 10, 2018 Workshop Meeting; and will be in next year's budget for street repair. When the street was private, the City Engineer got qualified bids, there will be a \$63,000 contribution. That is incorporated into the agreements. – **No action was taken.**

D.Sale of Piper Lane Property Status Report - Director of Building and Development Peterson said the due diligence period has passed – they are committed to the contract. After speaking with Brian Quigley, it was determined that their environmental remediation was on schedule. He will be on site for the testing. It is expected that they will be on the PZBA in January. – **No action was taken.**

Alderman Ludvigsen – Said that there were two local scouts who were promoted to Eagle Scout – Tim Day and Matt Bednar.

It was also noted by the Alderman that there was a power outage in the Fourth Ward. City Administrator Wade – said that ComEd said that thousands were without power, and they were doing triage restoring the power.

Mayor Helmer – spoke about the Tree Lighting Ceremony at the Gary Morava Center on Saturday, November 24th. He thanked all of those that put the event together.

Deputy Chief Zawlocki – the Police are hiring two new officers. There were 41 applicants for the position that were interviewed. A new part-time officer was sworn in – Rich Gausselin.

- The officers participated in a food drive at Tony's Finer Foods and distributed food on November 20th to over 140 families. It was the biggest food drive ever.
- No Shave November – the Police officers do not shave for a month and collect money for cancer. So far, \$1500 has been collected.

City Administrator Wade – noted the effort of Public Works in the snow removal. Public Works was on duty 22 hours straight; there were 20 trees down, and none were large trees. There were downed wires, too.

CONSENT AGENDA - None.

OLD BUSINESS

A. O-18-35 Staff Memo and Ordinance Approving a Special Use Permit for an Automobile Storage Facility at 1326 N. Rand Rd. in the City's B-3 Commercial, Wholesale and General Services District **(2nd Reading) Tabled from November 12th Workshop Meeting** – Joe Eberhardt of Village Cycle noted that his Special Use Permit request had passed the PZBA. He believed that he had met all of the demands, and that his lot was secluded and went back 350 feet. He also believed that there

would be income to the City in terms of vehicle stickers. The company using the lot is "Way to Go" limo service. **Alderman Messer moved to Approve a Special Use Permit for an Automobile Storage Facility at 1326 N. Rand Rd. in the City's B-3 Commercial, Wholesale and General Services District; seconded by Alderman Rosenthal.**

Discussion followed.

It was noted by the City Attorney that the City can amend the Special Use but cannot put time parameters on it. The issue is that if you have compliance, you may have annual reviews but cannot have a one year amendment clause.

There were questions regarding the types of vehicles that could be parked. Director of Building and Development Peterson said that the PZBA was amenable to RV's and commercial trucks.

It was noted by the City Attorney that if the Council wanted to amend the special use clause, a different Ordinance would be needed.

It was noted that all other B-3 areas were industrial.

There was a question as to whether or not the City required a special use for limos. Director of Building and Development Peterson said that the City does not have a special use just for livery service.

Joe Eberhardt said that within a year, he would come back and ask for more uses.

City Attorney Kearney said that Way to Go limo might want to come back with a special use request and have Village Cycle remove their request. He also stated that the City would have to look at the Code and see if the use for the limos is needed as a text amendment. The City would require a definition of limos that is enforceable. If there is a text amendment for limos it would be city-wide for all B-3 zoned areas.

City Attorney Kearney told Village Cycle that withdrawing did not mean that they could not come back for a special use.

Alderman Messer moved to TABLE O-18-35 Special Use Permit for an Automobile Storage Facility at 1326 N. Rand Rd. in the City's B-3 Commercial, Wholesale and General Services District; seconded by Alderman Dolick. There was unanimous approval.

<u>ROLL CALL VOTE:</u>	AYES -	Messer, Rosenthal, Williamson, Dolick, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

NEW BUSINESS

A. R-18-45 Staff Memo and Resolution Approving a renewal contract with Alliant/Mesirow Financial for Property, Casualty, Worker Compensation, and Cyber Liability Insurance for the year beginning December 1, 2018 through December 31, 2019 – **Alderman Ludvigsen moved to approve R-18-45 Resolution Approving a renewal contract with Alliant/Mesirow Financial for Property, Casualty, Worker Compensation, and Cyber Liability Insurance for the year beginning December 1, 2018 through December 31, 2019; seconded by Alderman Messer. There was unanimous approval.**

<u>ROLL CALL VOTE:</u>	AYES -	Messer, Rosenthal, Williamson, Dolick, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

It was noted that this package has the same coverage as last year, but there is a \$6000 reduction in cost.

B. R-18-44 Resolution Relating to the Semi-Annual Review of Closed Session Minutes – **Alderman Ludvigsen moved to approve R-18-44 Relating to the Semi-Annual Review of Closed Session Minutes; seconded by Alderman Williamson. There was unanimous approval.**

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

Motion carried 5 – 0

C. R-18-42 Staff Memo and Resolution Authorizing and Establishing a City Investment Policy ***Tabled from November 12th Workshop Meeting*** – **Alderman Messer moved to approve R-18-42 Resolution Authorizing and Establishing a City Investment Policy; seconded by Alderman Rosenthal. There was unanimous approval.**

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

Motion carried 5 – 0

It was noted that there was an adjustment in the language that now reads “and” and not “or” for the signatures.

Alderman Rosenthal noted that the benchmarks were vague. Finance Director DuCharme said that most of the benchmarks were based on 6 month T-bills.

D. O-18-36 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Police Pension Fund (***First Reading***)

E. O-18-37 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number One (***First Reading***)

F. O-18-38 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number Two (***First Reading***)

G. O-18-39 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number Three (***First Reading***)

H. O-18-40 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number Four (***First Reading***)

I. O-18-41 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number Five (***First Reading***)

J. O-18-42 An Ordinance for the Levy and Assessment of 2018 Taxes for the Fiscal Year Beginning May 1, 2018 and ending April 30, 2019 in and for the City of Prospect Heights Special Service Area Number Eight (**First Reading**)

Finance Director DuCharme said that these were the first readings for the Truth in Taxation Ordinances.

City Attorney Kearney said that SSA's 1 – 4 had a zero levy but there are still balances in those SSA's.

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

A. Staggered Elections

B. Sanitary Sewer Delinquent Payment Update – The City is looking at an amnesty period or grace periods. The Mayor asked what would happen to those residents that already paid their late fee. Assistant to the City Administrator Falcone said that he would investigate to see how the Village of Schaumburg was handling their amnesty period. – **No action as taken.**

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$21,446.35
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$756.00
Tourism District	\$2,171.26
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
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	\$106.00
Special Service Area #8 – Levee Wall #37	\$272.97

Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$896,589.33
Palatine Road Tax Increment Financing District	\$756.00
Road Construction	\$0.00
Road Construction Debt	\$472.50
Water Fund	\$17,911.74
Parking Fund	\$172.15
Sanitary Sewer Fund	\$1,745.00
<u>Road/Building Bond Escrow</u>	<u>\$4,661.00</u>
TOTAL	\$947,060.30

Wire Payments

POLICE PENSION PAYMENTS	\$73,227.64
TOTAL WARRANT	\$1,020,287.94

City Clerk Morgan-Adams read the warrants.

Alderman Messer moved to approve the warrants as presented; seconded by Alderman Rosenthal to include a Total of \$947,060.30; POLICE PENSION PAYMENTS of \$73,227.64; and a TOTAL WARRANT of \$1,020,287.94. There was unanimous approval.

<u>ROLL CALL VOTE:</u>	AYES -	Messer, Rosenthal, Williamson, Dolick, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 – 0

PUBLIC COMMENT (Non-agenda matters) - None

EXECUTIVE SESSION – None requested

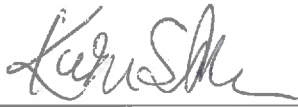
ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 8:30 PM, Alderman Messer moved to Adjourn; seconded by Alderman Rosenthal. There was unanimous approval.

<u>VOICE VOTE:</u>	All ayes, no nays
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Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 10th day of December, 2018



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

