



THE WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, OCTOBER 14, 2019 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 6:30 PM, Alderman Cameron called to order the October 14, 2019 Regular City Workshop 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 – Ludvigsen, Morgan-Adams, Dolick, Cameron

ABSENT – Alderman Quinn (by previous notification) and City Clerk Prisiajniouk.

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

PLEDGE OF ALLEGIANCE – Led by Audience Member – Sharon Hoffman

APPROVAL OF MINUTES

A. Approval of the September 18, 2019 CEA –Wheeling-Prospect Heights Joint Meeting Minutes

B. September 23, 2019 City Council Regular Meeting Minutes – **Alderman Dolick moved for omnibus approval of the Approval of the September 18, 2019 CEA –Wheeling-Prospect Heights Joint Meeting Minutes and September 23, 2019 City Council Regular Meeting Minutes, as presented; seconded by Alderman Morgan-Adams.**

VOICE VOTE: All ayes, no nays

Motion carried 4 - 0; Alderman Quinn absent.

PRESENTATIONS - none

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Appointments of Sharon Hoffman to the Ad Hoc Cannabis Committee

B Appointments of Thomas Huitink to the Ad Hoc Cannabis Committee

C. Appointments of Joseph H. Pascucci to the Ad Hoc Cannabis Committee

D. Appointment of Sandra Stricker to the Ad Hoc Cannabis Committee

E. Appointment of Director of Building and Development Peterson as the City Representative to the Greater Wheeling Chamber of Commerce – Alderman Dolick moved for omnibus approval of the appointment of Sharon Hoffman, Thomas Huitink, Joseph Pascucci, Sandra Stricker with the addition of Timothy Jones to the list of appointees to the Ad Hoc Cannabis Committee; as well as approving the appointment of Director of Building and Development Peterson as the City Representative to the Greater Wheeling Chamber of Commerce; seconded by Alderman Ludvigsen.

VOICE VOTE: All ayes, no nays

Motion carried 4 - 0; Alderman Quinn absent.

PUBLIC COMMENT (Agenda Matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Presentation and Request for Approval of New Police Squad Design Presented by Chief Jim Zawlocki – Chief Zawlocki noted that the police car design was too easily confused with neighboring Buffalo Grove squad cars. He said that three officers and he had approved two designs and wanted to present them to the Council. He said that the changes would be staggered as the squad cars are not all changed out at once. One design had a stripe across the body of the vehicle and the other did not. He noted that the lettering would be black and gold.

Alderman Dolick moved to approve the squad car change in colors and design as per the final choice to be made by the Police Department; seconded by Alderman Cameron.

VOICE VOTE: All ayes, no nays

Motion carried 4 - 0; Alderman Quinn absent.

It was noted that the emblem would not be changed.

Alderman Cameron, Ward 1 – said that she, several elected officials, police representatives and Staff members had attended the Grand Opening of the Holiday Inn Express on October 1.

Alderman Morgan-Adams, Ward 3 – said that she, several elected officials, Fire and Police representatives and Staff were at the Grand Opening of Thornton's Gas Station on October 11th.

Alderman Dolick, Ward 5 –said that he had been appointed as the mentor and liaison to the Ad Hoc Cannabis Committee, though he will not have a vote or be Committee member. It was noted that although the Cannabis Committee's first meeting was scheduled for November 12th, the meeting would probably have to take place before then so that all of the subsequent actions that would be needed would meet the time deadlines.

It was noted that the City would have to make a decision before 1/1/2020.

Attorney Kearney said that other cities have a head start in making decisions on cannabis. The City still needs to make recommendations, have the recommendations go to the PZBA, have a public meeting and have the Council take a vote before the end of the year.

Attorney Kearney stated that if the City did not want to allow cannabis sales, the deadlines did not matter. If the City was going to vote in favor of cannabis sales, decisions on zoning and taxing were part of the process.

Alderman Ludvigsen asked that the Attorney summarize how other municipalities handled zoning and taxing.

Attorney Kearney noted that he had prepared a memo for the Committee members regarding key questions to consider.

It was also noted that the results of the general survey would be given to the Committee members. Attorney Kearney stated that there is no difference between Home Rule and Non-Home Rule regarding the Retailers Occupation Tax that could be implemented

Alderman Ludvigsen, Ward 4 - stated that he had attended the Brookdale Census Meeting that featured Congressman Schneider.

Director of Building and Development Peterson -

Noted that the City had two grand openings – Thorntons and Holiday Inn Express

- He said that he would be attending the International Shopping Center Conference at Navy Pier.
- He noted that this is the end of the season for permits
- He acknowledged that he is now the Economic Development Director, as appointed by the Mayor; and that Alderman Dolick will be the Cannabis Committee liaison from the City. Although, Director of Building and Development Peterson would help initiate the Committee by providing materials and contacting the members.

Director of Public Works Roscoe – stated that American Underground would be handling the sanitary sewer system. He noted that they did an exemplary job with Phase I of the project.

Treasurer Tibbits – said that City Clerk Prisiajniouk sent out an email regarding cannabis. It was a two-hour video, and he thought the City should post it to the website.

CONSENT AGENDA -

A. R-19-37 Resolution Establishing an Ad Hoc Adult Recreational Cannabis Committee

B. R-19-38 Resolution Approving Adoption of the Update of the Cook County Multi-jurisdictional Hazard Mitigation Plan

C. R-19-39 Resolution Authorizing a Civil Engineering Services Agreement for Sanitary Sewer Rehabilitation Design Services with Gewalt Hamilton Associates, Inc. for \$18,610

D. R-19-41 Staff Memo and Resolution Approving Contract with McShane Construction/Peerless Fence for Installation of Fence at the Public Works Facility, 401 Piper Lane for \$13,007

E. R-19-42 Staff Memo and Resolution Approving Contract with Bee Liner Lean Services for Office Roof Replacement at the Public Works Facility, 401 Piper Lane for \$39,950.00

F. R-19-45 Commission Memo and Resolution Requesting Council Approval for the Prospect Heights Natural Resources Commission to Conduct a Prescribed Burn of Tully Park, St. Alphonsus Liguori Parish prairie, the Nature Preserve at Morava, 408 Hillcrest Drive, Heron Pond, 9 East Marion, 103 Creek Court, 102 Creek Court, and the Prospect Heights Slough Scheduled for Fall 2019 and Spring 2020 –

Alderman Morgan-Adams moved for omnibus approval of Items A – F to include R-19-37 Resolution Establishing an Ad Hoc Adult Recreational Cannabis Committee, R-19-38 Resolution Approving Adoption of the Update of the Cook County Multi-jurisdictional Hazard Mitigation Plan, R-19-39 Resolution Authorizing a Civil Engineering Services Agreement for Sanitary Sewer Rehabilitation Design Services with Gewalt Hamilton Associates, Inc. for \$18,610, R-19-41 Resolution Approving Contract with McShane Construction/Peerless Fence for Installation of Fence at the Public Works Facility, 401 Piper Lane for \$13,007, R-19-42 Resolution Approving Contract with Bee Liner Lean Services for Office Roof Replacement at the Public Works Facility, 401 Piper Lane for \$39,950.00, and R-19-45 Resolution Requesting

Council Approval for the Prospect Heights Natural Resources Commission to Conduct a Prescribed Burn of Tully Park, St. Alphonsus Liguori Parish prairie, the Nature Preserve at Morava, 408 Hillcrest Drive, Heron Pond, 9 East Marion, 103 Creek Court, 102 Creek Court, and the Prospect Heights Slough Scheduled for Fall 2019 and Spring 2020; seconded by Alderman Dolick.

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

OLD BUSINESS - None

NEW BUSINESS

A.Requested Waiver of 1st Read O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn (*1st Reading*) – **Alderman Ludvigsen moved to Approve a waiver of first reading for O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn; seconded by Alderman Cameron.**

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

B.O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn (*2nd Reading*) – **Alderman Ludvigsen moved to approve O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn; seconded by Alderman Dolick.**

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

C.R-19-40 Resolution Approving an Agreement between the City of Prospect Heights and International Union of Operating Engineers Local 150 (Public Works) – **Alderman Dolick moved to approve R-19-40 Resolution Approving an Agreement between the City of Prospect Heights and International Union of Operating Engineers Local 150 (Public Works); seconded by Alderman Ludvigsen.**

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

Alderman Cameron noted a typo on page 28 of the document under the lunch and rest period. The contract is a four-year term.

D.Requested Waiver of 1st Read O-19-30 Staff Memo and Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles (**1st Reading**) – **Alderman Ludvigsen moved to waive first reading of O-19-30 - Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles; seconded by Alderman Morgan-Adams.**

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

E.O-19-30 Staff Memo and Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles (**2nd Reading**) -

F.R-19-43 Resolution Approving Contract with Canyon Contracting Inc. for Drainage Improvements Along 302-304 E. Circle Avenue, Prospect Heights for \$11,700

G.R-19-44 Staff Memo and Resolution Approving Civil Engineering Services Agreement with Gewalt Hamilton Associates, Inc. for Arlington Countryside Storm Sewer Design Services, for \$136,300 –

Alderman Ludvigsen moved for omnibus approval of O-19-30 Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles; R-19-43 Resolution Approving Contract with Canyon Contracting Inc. for Drainage Improvements Along 302-304 E. Circle Avenue, Prospect Heights for \$11,700; R-19-44 Resolution Approving Civil Engineering Services Agreement with Gewalt Hamilton Associates, Inc. for Arlington Countryside Storm Sewer Design Services, for \$136,300; seconded by Alderman Dolick.

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

DISCUSSION OF TOPICS FOR WORKSHOP MEETING:

A. Liquor License Code Review – Attorney Kearney said that the liquor code had been reviewed, and there is potential to reorient the liquor licenses. He noted that clean up revisions were made to bring the codes up to date with the State code. He said that the body of the liquor code has been updated and streamlined already.

Alderman Ludvigsen noted that the liquor licenses need to be streamlined. He was seeking to add one license for business type. For example, a liquor license classification for grocery stores, a liquor license classification gas stations, a liquor license classification for bars, etc. Alderman Ludvigsen would like to see many of the license classifications consolidated.

There is also a fear that liquor license hours will be transferred to new owners who are only looking for the “extraneous hours.” The suggestion is that the hours will be restricted.

The mayor noted that some businesses operated 24/7, like Thornton’s, and the hours might be needed for business.

B. Term Limits of Elected Officials – It was noted that the discussion was more oriented to staggered elections and not term limits. **Alderman Dolick asked that Term limits be removed and that Staggered Elections become a topic.**

C. City Water – Mayor Helmer noted that the water committee disbanded and that people do not want to pay for City water. Treasurer Tibbits believes that City water would be a benefit to the City, and he believes that Glenview would sell the City the water. It was noted by the City Administrator that once a year Glenview asks the City if we would like to purchase their water. Alderman Dolick said that the issue is that the City would have to get rid of Illinois American Water. Alderman Ludvigsen noted that the infrastructure needed to connect to the main water system would not be cost effective, and would be between \$5 – 10 Million – this might mean \$2000 per year to each home.

Alderman Cameron asked that Term Limits be removed and that the City add the Census as a workshop discussion.

Alderman Ludvigsen asked if there is an Economic Development Committee. The Mayor said there is an Economic Development Committee and that it is not the same as the Redevelopment Committee.

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$243,651.99
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$2,025.00
Tourism District	\$1,369.69
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$1,481.80
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	\$376.78
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	\$7,131.85
Palatine Road Tax Increment Financing District	\$0.00

Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$8,061.09
Parking Fund	\$430.87
Sanitary Sewer Fund	\$4,724.47
<u>Road/Building Bond Escrow</u>	<u>\$2,400.00</u>
TOTAL	\$271,653.54
<u>Wire Payments</u>	\$159,660.26
9/27/2019 PAYROLL POSTING	\$158,743.01
10/11/19 PAYROLL POSTING	<u>\$17,679.32</u>
SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND	\$607,736.13
TOTAL WARRANT	

Deputy Clerk Schultheis read the warrants.

Alderman Morgan-Adams moved to approve the warrants as read to include a TOTAL of \$271,653.54; 9/27/2019 PAYROLL POSTING of \$159,660.26; 10/11/19 PAYROLL POSTING of \$158,743.0; SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND of \$17,679.32; and a TOTAL WARRANT of \$607,736.13; seconded by Alderman Dolick.

ROLL CALL VOTE: AYES – Morgan-Adams, Ludvigsen, Dolick, Cameron
 NAYS – None
 ABSENT - Quinn

Motion carried 4 – 0; one absent.

PUBLIC COMMENT (Non-Agenda Matters) – John Anda – 408 Dorset Street – said that he has experienced water issues for the last 40 years. He noted that Director Roscoe and Engineer Glenn had examined the situation, and that they are getting 100 year flooding issues every five or six years. In 2-3 inches of rain, their yard floods. He discussed the pipe in his yard, noting that Marion Street flood water runs into his yard. He stated that they are not even able to cut the lawn because their yard is often underwater. He said that he wanted the Marion Street pipe out of his yard.

Susan Mazzarella – 406 Dorset Street – said that she experiences the same flooding issues. She stated that when the street was raised, their property was adversely affected. She noted that their driveways get flooded. She said that they deal with 100 year flooding every time that it rains. She said that the City had told her a study would be done but she cannot find the results of the study.

Alderman Ludvigsen noted that the study chose Arlington Countryside as the area that needed to be repaired first. Even though Dorset was looked at by the study, the City cannot afford to fix all flooding areas at once.

It was noted that the Dorset water issue required a substantial solution.

The two residents suggested a Dorset Committee to review the issue.

Alderman Ludvigsen asked that Dorset flooding be added to the next Agenda on October 28.

Director Roscoe said that City Wide flood issues are being studied and worked on that involves multiple steps and substantial funding. The work that Mount Prospect is planning to do on the Des Plaines Levee wall pumps will benefit some of our East Side residents who have had flooding issues. With most of the funding for that project coming from FEMA/Army Corp sources. He noted that there are many locations in the towns that have the same standing water/flooding issues that occur on Dorset.

Alderman Ludvigsen noted that the affected residents were doing the right thing by coming to the meetings, as that is how the process works.

The Dorset homeowners asked if the Engineer could suggest a cheap fix to the problem. Director Roscoe replied that the Engineer was looking into that type of solution as an option.

EXECUTIVE SESSION - None

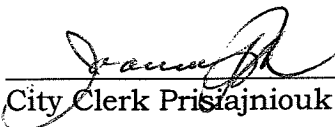
ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

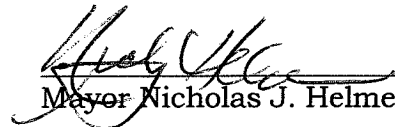
ADJOURNMENT – At 8:18 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Cameron.

VOICE VOTE: All ayes, no nays

Motion carried 4 - 0; Alderman Quinn absent.

Approved by the City Council of Prospect Heights on this the 28th day of October, 2019.


City Clerk Pristajniouk


Mayor Nicholas J. Helmer

