THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, OCTOBER 24, 2022 AT 6:30 P.M.
IN PERSON IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS

CALL TO ORDER AND ROLL CALL – At 6:30 PM, Acting Mayor Dolick called to order the October 24, 2022 Regular Hybrid City Council Meeting at City hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.
Deputy Clerk Schultheis read the preamble to the Meeting.
City Clerk Prisiajniouk called the roll. A quorum was present.
ELECTED OFFICIALS PRESENT – Acting Mayor/Alderman Dolick, Treasurer Tibbits, City Clerk Prisiajniouk Aldermen – Dash, Ludvigsen, Cameron, Morgan-Adams
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone, Deputy Clerk Schultheis, Director of Public Works Roscoe, Director of Building and Development Peterson, Attorney O'Driscoll, Finance Director Graefen, Police Chief Caponigro, Digital Communications Technician Colvin

PLEDGE OF ALLEGIANCE – led by Chicago Executive Airport Board Director Bill Kearns

APPROVAL OF MINUTES
A.October 10, 2022 City Council Workshop Meeting Minutes – **Alderman Morgan-Adams moved to approve the October 10, 2022 Regular City Council Workshop Meeting Minutes as presented; seconded by Alderman Dash. There was unanimous approval.**

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

Motion carried 5 – 0

PRESENTATIONS
A.Chicago Executive Airport Monthly Update Presented, by Director Bill Kearns –

- The NBAA Convention in Orlando was exciting and they were able to witness the vertical take off crafts that may someday replace helicopters for short-range flights. There was also information regarding sustainable aviation fuel. He said that Honda jets were now running 100% on sustainable fuel.
- The CEA now has two new staff members.
- September Customs showed 501 clearances year to date.
- There have been 98,000 operations year to date.
- The staff is preparing for the winter
- The executive team is meeting with the FAA on a bi-weekly basis regarding the residential sound insulation program. The FAA is reviewing the program, and there needs to be a new noise exposure map created. The first community update meeting will be November 15 at the Hilton at 6 PM.

- Hawthorbne Aviation has finished the permitting process for their new hangar on Tower Road.
- The CEA has received over $74 million from state and federal governments between 2000 to 2022.
- At the NBAA Convention, Shannetta Griffin, the Associate Administrator of Airports, discussing terminal building funding, the RSIP, and the block grant relationship between the airports and the states. The CEA never receives money directly from the federal government – it goes to State and the State distributes it.
- They also talked about making the general aviation airports a priority in the FAA reauthorization with a different formula. Currently, the CEA receives $150,000 per year, which is the same amount as a rural airport. The CEA has grown into one of the larger general aviation airports, and is looking to receive $1,000,000 per year.
- There is an RFP to develop the land that used to be the 94th Aero Squadron
- Environmental Study regarding Runway 6/24. Closure requested to reduce safety concerns. The land can be redeveloped into the eco system

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS – None

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*) - None

CONSENT AGENDA - None

OLD BUSINESS

A.Requested Waiver of First Reading O-22-29 Staff Memo and Ordinance Establishing a Local Motor Fuel Tax in the City of Prospect Heights, Cook County, Illinois (*1st Reading*) – It was noted that the tax was approved but that the Illinois Department of Revenue had asked for some minor changes in the wording.

Alderman Morgan-Adams moved to waive the First Reading of Reading O-22-29 Staff Memo and Ordinance Establishing a Local Motor Fuel Tax in the City of Prospect Heights, Cook County, Illinois (*1st Reading*); seconded by Alderman Cameron. There was unanimous approval.

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

Motion carried 5 – 0

B.O-22-29 Staff Memo and Ordinance Establishing a Local Motor Fuel Tax in the City of Prospect Heights, Cook County, Illinois (***2nd Reading***) - **Alderman Morgan-Adams moved to approve O-22-29 Staff Memo and Ordinance Establishing a Local Motor Fuel Tax in the City of Prospect Heights, Cook County, Illinois (*1st Reading*); seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 – 0

NEW BUSINESS

A.R-22-37 Staff Memo and Resolution Authorizing an Intergovernmental Agreement with Cook County for the Combination of Phase I and Phase II Engineering Services and Award of up to $175,889 in County Grants Toward Preliminary and Design Engineering Costs for the Installation of the Camp McDonald Road Sidewalk Project- City Administrator Wade said that there will be a 60-40 split with the County (the County will pay 60%).

Alderman Ludvigsen asked if the City was intending to connect to all of the existing sidewalks? He wanted to know if the City could build if the sidewalks are not continuous? City Administrator Wade said that he had this objection from the County. Assistant City Administrator Falcone said that Camp McDonald sidewalk will go east to Wolf Road – it starts at Wheeling and ends at Wolf. City Administrator Wade said that this would not be a guided sidewalk with traffic lights.
Alderman Morgan-Adams moved to approve R-22-37 Staff Memo and Resolution Authorizing an Intergovernmental Agreement with Cook County for the Combination of Phase I and Phase II Engineering Services and Award of up to $175,889 in County Grants Toward Preliminary and Design Engineering Costs for the Installation of the Camp McDonald Road Sidewalk Project; seconded by Alderman Dash. There was unanimous approval.

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

Motion carried 5 – 0

B.R-22-38 Staff Memo and Resolution Authorizing a Civil Engineering Servicers Agreement with Gewalt Hamilton Associates, Inc., for Phase I Preliminary Engineering Services for a Sidewalk on Camp McDonald Road from Wheeling to Wolf Road for a Cost Not to Exceed $139,818.00 –
Alderman Dash moved to Approve R-22-38 Staff Memo and Resolution Authorizing a Civil Engineering Servicers Agreement with Gewalt Hamilton Associates, Inc., for Phase I Preliminary Engineering Services for a Sidewalk on Camp McDonald Road from Wheeling to Wolf Road for a Cost Not to Exceed $139,818.00. There was unanimous approval.

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

Motion carried 5 – 0

C.R-22-39 Staff Memo and Resolution Approving Bid and Contract for the Installation of a Variable Frequency Drive (VFD) for the City's Water Booster Pump by Metropolitan Industries for a Cost Not to Exceed $39,865.00 – It was noted by City Administrator Wade that the language on the Resolution incorrectly says "bid." The approval is for a contract. Public Works Director Roscoe said that the pumping system needs to be upgraded.
Alderman Dash moved to approve R-22-39 Staff Memo and Resolution Approving Contract for the Installation of a Variable Frequency Drive (VFD) for the City's Water Booster Pump by Metropolitan Industries for a Cost Not to Exceed $39,865.00; seconded by Alderman Morgan-Adams. There was unanimous approval.

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

Motion carried 5 – 0

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS
A. September Financial Report Presented by Finance Director Cheri Graefen – noted that the City is 42% into its fiscal year, and the revenues and expenditures are on target. She said that the bill owed to the City for taxes will not be received until early 2023.
Alderman Morgan-Adams asked if the Tourism revenues were up to date. Director Graefen said that the revenue was up to date.
Alderman Morgan-Adams asked if the sewer fund was up to date. Director Graefen said that the City was still working on collecting the money, as there were thousands of dollars that owed fees.
Alderman Morgan-Adams asked about the revenue that was owed and the percentage that still needed to be paid to the City. Finance Director Graefen said that it was being discussed with the attorneys how to proceed.

Alderman Ludvigsen asked if the $20,000 that is still owed to the City included somewhere. Director Graefen replied that it is considered as a receivable on the City balance sheet.

- Finance Director Graefen said that the annual audit was complete, but there was still some information missing from a third party. The City has filed an extension with the Comptroller's Office as well as the GFOA. The audit will be presented to the Council in December.
- She said that the 2022 tax levy would require truth in taxation as because the CPI as approved by the County is 7.9% compared to last year's 1.9%. It's the lower of 5% or the CPI that we can levy. The minimum of 5% puts the City into the Truth and Taxation hearing, which the City has not historically had. The City will need a hearing in November.

No action was taken.

Alderman Cameron – Ward 1 – said that the NBAA Conference that she attended in Orlando was a good experience.

Alderman Ludvigsen – Ward 2 – Thanked the Police Department for having done a great job capturing a wanted suspect in many crimes.

Alderman Morgan-Adams – Ward 3 – pleased that there are some revisions to the Safe-T Act; and she hopes that the revisions are passed by the State.

Acting Mayor/Alderman Ward 5 Dolick – offered his appreciation to the Chicago Executive Airport for sponsoring the NBAA conference attendance of he and Alderman Cameron.

City Clerk Prisiajniouk – said that she was elected to the Greater Wheeling Area Chamber Board; this will give the City of Prospect Heights a voting roll in the Chamber.

Police Chief Caponigro – noted that one of the City social workers resigned. He noted that Omni Youth has listed an ad, but so far there are no replacement candidates. The Police Department may need to a full time social worker.

- Three recruits are still in training before they can be patrolling on their own.
- A gang member who is a suspect in several crimes, including violent crimes, was captured by A task force that included Prospect Heights, Wheeling, Mount Prospect and the Illinois Department of Corrections. The Prospect Heights team consisted of Chief Caponigro, Deputy Chief Derman, Sgt. Pufundt, and Detective O'Connor. This suspect was armed when he was captured. The City has sought this individual's arrest for many years, and a dangerous person has been removed from the community.

DISCUSSION TOPICS FOR NOVEMBER WORKSHOP MEETING:

A.Review of City Liquor Licenses – Alderman Ludvigsen will report on the Liquor License Review at the November 14, 2022 Workshop Meeting.

APPROVAL OF WARRANTS

A.Approval of Expenditures

General Fund	$160,117.64
Motor Fuel Tax Fund	$0.00
Palatine/Milwaukee Tax Increment Financing District	$583.53

Tourism District	$2,613.08
Development Fund	$0.00
Drug Enforcement Agency Fund	$8,857.53
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	$2,061.00
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	$210,452.61
Palatine Road Tax Increment Financing District	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$13,020.97
Parking Fund	$19,740.22
Sanitary Sewer Fund	$8,627.18
Road/Building Bond Escrow	$0.00
Police Pension	$0.00
TOTAL	**$426,073.76**
Wire Payments **10/07/2022 PAYROLL** **SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND**	 **$167,990.24** **$22,429.28**
TOTAL WARRANT	**$616,493.28**

City Clerk Prisiajniouk read the warrants.

Alderman Dash moved to approve the warrants as presented; seconded by Alderman Morgan-Adams to include TOTAL of $426,073.76; 10/07/22 Payroll of $167,990.24; September Illinois Municipal Retirement Fund of $22,429.28; and a TOTAL WARRANT of $616,493.28. There was unanimous approval.

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

Motion carried 5 – 0

PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*) - None

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:13 PM, Alderman Dash moved to Adjourn; seconded by Alderman Cameron.

VOICE VOTE: All Ayes, No Nays

Motion carried 5 – 0

Approved by the City of Prospect Heights City Council on this the 14th day of November, 2022.

Deputy Clerk Schultheis

Acting Mayor Dolick

CITY OF PROSPECT HEIGHTS CORPORATE SEAL Incorporated A.D. 1976 ILLINOIS