



**THE CITY COUNCIL MEETING MINUTES**  
**OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS**  
**HELD ON MONDAY, OCTOBER 23, 2023 AT 6:30PM**

**CALL TO ORDER AND ROLL CALL** – At 6:32 PM, Mayor Ludvigsen called to order the Regular Meeting of the Prospect Heights City Council at City Hall, 9 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:** Mayor Ludvigsen, City Clerk Prisiajniouk, Treasurer Tibbits

Aldermen – Cameron, Anderson, Morgan-Adams, Dolick

**ABSENT** – Alderman Dash (with previous notification)

**OTHER OFFICIALS PRESENT** – City Administrator Wade, Assistant City Administrator Falcone, Deputy Clerk Schultheis, City Attorney Claudio, Director of Building and Development Peterson, Public Works Director Roscoe, Digital Communications Technician Colvin, Police Chief Caponigro, Assistant Finance Director Tannehill.

**PLEDGE OF ALLEGIANCE** – Mayor Ludvigsen led the pledge.

**APPROVAL OF MINUTES**

**A.** October 9, 2023 City Council Regular Meeting Minutes – **Alderman Morgan-Adams moved to approve the October 9, 2023 City Council Regular Minutes as presented; seconded by Alderman Cameron.**

|                        |          |                                         |
|------------------------|----------|-----------------------------------------|
| <b>ROLL CALL VOTE:</b> | AYES -   | Cameron, Anderson, Morgan-Adams, Dolick |
|                        | NAYS -   | None                                    |
|                        | ABSENT - | Dash                                    |

Motion carried 4 – 0, one absent

**PRESENTATIONS** - None

**APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS** - None

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

**CONSENT AGENDA** - None

**OLD BUSINESS**

**A.O-23-25** Staff Memo and Ordinance Granting Variations to Reduce Lot Width and Required Side Yard Setbacks for a New Single Family Residence on a Legal Non-Conforming Lot, 1418 Olive Street (*2nd Reading*) – **Alderman Dolick moved to approve O-23-25 Staff Memo and Ordinance Granting Variations to Reduce Lot Width and Required Side Yard Setbacks for a New Single**

**Family Residence on a Legal Non-Conforming Lot, 1418 Olive Street (2nd Reading); seconded by Alderman Anderson.**

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

Motion carried 4 – 0, one absent

### **NEW BUSINESS**

**A.R-23-29** Staff Memo and Resolution Authorizing Design Engineering Services Agreement with Gewalt Hamilton Associates, Inc. for Willow Trails Flood Control Project at an Estimated Cost of \$191,000 – **Alderman Cameron moved to approve R-23-29 Staff Memo and Resolution Authorizing Design Engineering Services Agreement with Gewalt Hamilton Associates, Inc. for Willow Trails Flood Control Project at an Estimated Cost of \$191,000 subject to the City Administrator deciding when to proceed; seconded by Alderman Anderson.**

– Alderman Morgan-Adams asked if the City's contribution is \$800,000, what has the City contributed thus far? City Administrator Wade said that the City has paid for preliminary engineering for approximately \$25,000. He said that the other side of it is that there is \$2.4 million of matching federal money.

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

Motion carried 4 – 0, one absent

### **STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS**

City Clerk Prisiajnuik – said that businesses should join the Greater Wheeling Area Chamber, because they will be promoted by the Chamber and the Chamber's events. She added that Deli-4-You was a participant in the Taste of Wheeling event. She suggested that residents and businesses sign up for the Enews for up-to-date information on the City events.

Alderman Morgan-Adams – Ward 3 – said that she was very impressed with the NBAA conference. She met the FBO representatives, and learned of some of the runway 6/24/runway opportunities after the runway is decommissioned. She learned about some of the new technology that is available. She was very grateful to be a participant in the conference.

**A.**September Financial Report Presented by Assistant Finance Director Bob Tannehill - said that the City is five months into the fiscal year and is 32% of budgeted revenue and 22% of budgeted expenses.

-He noted that the City is in the third round of late vehicles sticker letters. The City is issuing late fees for violators who face citations if they do not pay.

- he noted that residents who have not paid their outstanding sewer bills must contact the City.

Public Works Director Roscoe – noted that pavement patching is complete, and that there were 20 locations that had patching.

- fall tree trimming has begun and the City is on 5-6-7-year rotation with the tree trimming.

- the Alton Road storm water project is almost complete. The pipes and the structures are in.

- Arlington Countryside is up and running. The pump station is up and running.

- The Tourism Board had approved holiday lighting. It is a smaller scale than in the past, but this is the first time in three years (since Covid) that the City has been able to have any lighting down the tourism district center median. The holiday lighting will be budget-minded.

Director of Building and Development Peterson – Fifteen months ago, the fire at Willow Heights dislodged sixteen families. Today, all but two of the families are back in their homes.

Mayor Ludvigsen asked about the shopping center? Director Peterson replied that the City has been in touch with the children of the owner of the Ascot Center, but the promises they have made to the City regarding improvements.

## **APPROVAL OF WARRANTS**

### **A. Approval of Expenditures**

|                                               |                     |
|-----------------------------------------------|---------------------|
| General Fund                                  | \$127,254.29        |
| Motor Fuel Tax Fund                           | \$0.00              |
| Tourism District                              | \$3,553.42          |
| Solid Waste Fund                              | \$0.00              |
| Drug Enforcement Agency Fund                  | \$0.00              |
| Palatine Road Tax Increment Financing         | \$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                       | \$70.54             |
| Special Service Area - Constr #6 (Water Main) | \$0.00              |
| Special Service Area - #8 Levee Wall #37      | \$0.00              |
| Capital Improvements                          | \$211,612.40        |
| Special Service Area - Debt #6                | \$0.00              |
| Road Construction Debt                        | \$0.00              |
| Water Fund                                    | \$3,745.71          |
| Parking Fund                                  | \$316.46            |
| Sanitary Sewer Fund                           | \$48,863.25         |
| Road/Building Bond Escrow                     | \$0.00              |
| <b>TOTAL</b>                                  | <b>\$395,416.07</b> |
| <b><u>Wire Payments</u></b>                   |                     |
| <b>10/06/2023 PAYROLL</b>                     | <b>\$181,157.93</b> |
| <b>SEPTEMBER IMRF PAYMENT</b>                 | <b>\$15,255.82</b>  |
| <b>TOTAL WARRANT</b>                          | <b>\$591,829.82</b> |

City Clerk Prisiajniouk read the warrants.

**Alderman Anderson moved to approve the warrants as read to include a TOTAL of \$395,416.07; 10/06/2023 PAYROLL of \$181,157.93; September IMRF Payment of \$15,255.82; and a Total Warrant of \$591,829.82; seconded by Alderman Cameron.**

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

Motion carried 4 – 0, one absent

### **PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*)**

Jim Kleinschmidt 410 W Clarendon – Said that he has been in Prospect Heights since 1964. He has a neighbor with 24 chickens and a rooster. He believes that because of the chickens there are more

vermin in the area, and there is a bad odor that comes from the chickens. He does not want the City to allow chickens.

Mayor Ludvigsen responded that it is the City's intention to address the issue, but he is expecting that whatever the outcome, there will be some sort of compromise.

Pamela Porembeski – 414 W Clarendon – said that she can hear the chickens, and she feels there are more vermin in the area because of the presence of the chickens. She had reviewed what other neighboring communities are doing about chickens –

Arlington Heights – no chickens

Buffalo Grove – No chickens

Glenview – no chickens

Mount Prospect – no chickens

Northbrook – chickens are allowed if you have 2 or more acres

Wheeling – allows up to six chickens, but no roosters

Palatine – will allow chickens with certain restrictions and no roosters

Des Plaines – chickens in coops, but no roosters

George Cirese – noted that 418 Camp McDonald also has chickens. He asked if the Police should be called if there is rooster noise.

Director Peterson said that the current ordinances do not address roosters, and that the rooster noise would fall under noise complaints. He said that chickens at large were considered livestock, and needed a coop.

He added that while there are 25 residents with chickens, the City only receives 2-3 complaints a year. he noted that the real issue seems to be the roosters.

He recommends that the PZBA handle the issue, as they are the public body that has the most experience in recommending to the Council when there are zoning or ordinance issues. All of the meetings will be public, and publicized. Director Peterson will take all of the emails and phone numbers of interested parties to make certain that they are notified of any meetings on the topic.

Attorney Claudio said that there are essentially the following routes that the PZBA can take in recommending Ordinance changes to the Council:

1 – Ban chickens

2- Allow chickens with limitations

3- Have no regulation of chickens/roosters

4 – Allow chickens but require licenses

**Mayor Ludvigsen said that the PZBA will need to review the regulations and recommend action to the City Council.**

Director Peterson said that the PZBA will be meeting this week to decide on a 2024 PZBA meeting schedule. He reiterated that the meetings will be public, and that the Agenda will be posted on the website, social media, Enews; as well as the list of interested parties that leave their emails with Director Peterson.

Resident Pamela Porembeski asked if confinement of chickens could be added as an Ordinance change. Mayor Ludvigsen replied that the Ordinance would be designed “from the ground up,” and all possibilities would be discussed.

Director Peterson noted that while City Hall opened at 8:30 AM, residents were welcome to leave messages that they had a noise issue with the chickens earlier.

**Direction was for the topic to given to the PZBA for evaluation and recommendation.**

**EXECUTIVE SESSION** – None

**ADJOURNMENT** – At 7:02 PM, Alderman Cameron moved to Adjourn; seconded by Alderman Anderson.

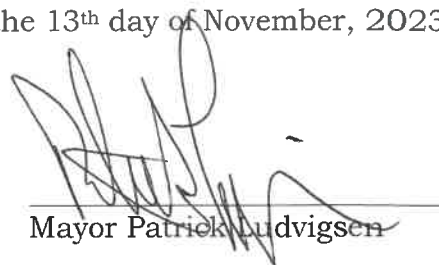
**VOICE VOTE:** All Ayes, No Nays

Motion carried 4 – 0; Alderman Dash absent

Approved by the City Council of Prospect Heights on this the 13<sup>th</sup> day of November, 2023.



Deputy Clerk Schultheis



Mayor Patrick Ludvigsen

