THE CITY COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WAS HELD ON MONDAY, OCTOBER 14, 2024 AT 6:30 PM

CALL TO ORDER AND ROLL CALL – At 6:31 PM, Mayor Ludvigsen called to order the Regular Meeting of the Prospect Heights City Council at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.
City Clerk Prisiajniouk called roll. A quorum was present.
ELECTED OFFCIALS PRESENT – Mayor Ludvigsen, Alderman – Cameron, Anderson, Morgan-Adams, Dash, Treasurer Tibbits, City Clerk Prisiajniouk.
ABSENT – Alderman Dolick
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone, Director of Building and Development Peterson, Director of Public Works Roscoe, Police Chief Caponigro, Assistant Finance Director Tannehill, Deputy Clerk Austin, Attorney John O'Driscoll, Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Mayor Ludvigsen led the Pledge of Allegiance.

APPROVAL OF MINUTES

A. September 18, 2024 Chicago Executive Airport Joint Meeting Minutes
B. September 23, 2024 City Council Regular Meeting Minutes – **Alderman Anderson moved to approve the September 18, 2024 Chicago Executive Airport Joint Meeting Minutes and September 23, 2024 City Council Regular Meeting Minutes as presented; seconded by Alderman Cameron.**

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

Motion carried 3 – 0, one absent, one abstain.

PRESENTATIONS – None

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS – None

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

CONSENT AGENDA

A. R-24-33 Staff Memo and Resolution Approving the Adoption of the Update of the Cook County Multi- Jurisdictional Hazard Mitigation Plan **– Alderman Morgan-Adams moved to approve R-24-33 Staff Memo and Resolution Approving the Adoption of the Update of the Cook County Multi-Jurisdictional Hazard Mitigation Plan; seconded by Alderman Cameron. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Cameron, Anderson, Morgan-Adams, Dash

NAYS - None
ABSENT - Dolick

Motion carried 4 – 0, one absent.

B. R-24-34 Staff Memo and Resolution Authorizing an Agreement with Teska Associates, Inc. to Perform a Zoning Code Update **– Alderman Anderson moved to approve R-24-34 Staff Memo and Resolution Authorizing and Agreement with Teska Associates, Inc. to Perform a Zoning Code Update; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 4 – 0, one absent.

C. R-24-35 Staff Memo and Resolution for Illinois American Water Non-Disclosure Agreement **– Alderman Morgan-Adams moved to approve R-24-35 Staff Memo and Resolution for Illinois American Water Non-Disclosure Agreement; seconded by Alderman Anderson. There was unanimous approval.**

Director of Public Works Roscoe goes into detail about what the Non-Disclosure Agreement means for both Illinois American Water and the City of Prospect Heights.

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

Motion carried 4 – 0, one absent.

D. R-24-36 Staff Memo and Resolution Providing for City Council Authorization for $5 Million Dollar Fund Balance Commitment for Capital Improvements as of April 30, 2024 **– Alderman Anderson moved to approve R-24-36 Staff Memo and Resolution Providing for City Council Authorization for $5 Million Dollar Fund Balance Commitment for Capital Improvements as of April 30, 2024; seconded by Alderman Cameron. There was unanimous approval.**

Assistant Finance Director Tannehill gives an overview of what the resolution is trying to accomplish with transferring funds to make them available for capital improvements. Administrator Wade adds on and gives an example of the type of project that can be done with this money and how it affects that process.

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

Motion carried 4 – 0, one absent.

E. R-24-37 Resolution and Staff Memo Approving Wolf Road Engineering Supplement to the Construction Engineering Agreement in the amount of $132,109.00 **– Alderman Anderson moved to approve R-24-37 Resolution and Staff Memo Approving Wolf Road Engineering**

Supplement to the Construction Engineering Agreement in the amount of $132,109.00; seconded by Alderman Dash. There was unanimous approval.

Public Works Director Roscoe touches on the Mayor's question and explains due to some utility issues that have come up in the work on Wolf Road that they extra money will be divided among the many sources and agencies that provided the original funding.

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

Motion carried 4 – 0, one absent.

F. R-24-38 Resolution and Staff Memo Authorizing an Agreement with Chicagoland Paving Contractors, Inc. for Approximately 1,670 Square Yards of Hot Mix Asphalt Patching in the Amount of $60,000 – **Alderman Morgan-Adams moved to approve R-24-38 Resolution and Staff Memo Authorizing an Agreement with Chicagoland Paving Contractors, Inc. for Approximately 1,670 Square Yards of Hot Mix Asphalt Patching in the Amount of $60,000; seconded by Alderman Cameron. There was unanimous approval.**

Director of Public Works Roscoe answers a few questions about the location and timing of some of the paving work that is to be done around the city.

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

Motion carried 4 – 0, one absent.

G. R-24-39 Resolution and Staff Memo Authorizing an Agreement with Kaplan Paving for Removal and Replacement of the City Pump Station Driveway in the Amount of $15,010 – **Alderman Cameron moved to approve R-24-39 Resolution and Staff Memo Authorizing an Agreement with Kaplan Paving for Removal and Replacement of the City Pump Station Driveway in the Amount of $15,010; seconded by Alderman Anderson. There was unanimous approval.**

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

Motion carried 4 – 0, one absent.

H. R-24-40 Resolution Authorizing the Renewal of a Towing and Related Services Contract Between the City of Prospect Heights and Gene's Village Towing – **Alderman Morgan-Adams moved to approve R-24-40 Resolution Authorizing the Renewal of a Towing and Related Services Contract Between the City of Prospect Heights and Gene's Village Towing; seconded by Alderman Anderson. There was unanimous approval.**

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

Motion carried 4 – 0, one absent.

OLD BUSINESS – None

NEW BUSINESS
A. O-24-20 Staff Memo and Ordinance Approving Hawthorne Place Variation (***1st Reading***)

Director of Building and Development Peterson answers some questions about the variation and goes into detail about the zoning concerns with the property that were brought up at the PZBA (Planning Zoning and Board of Appeals) meeting.

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

Assistant City Administrator Falcone- Lets the residents know about the quarterly newsletters and weekly e-news and that they always contain lots of valuable information that can benefit the residents so make sure to check them out.

Assistant Finance Director Tannehill- Gives an update on the vehicle sticker and sewar bill issues and what is being done to help make it easier for residents to get these taken care of.

Director of Public Works Roscoe- Gives a Wolf Road sidewalk project update.

Building and Development Director Peterson- Announces that Peri Peri a new restaurant in town is open and that a grand opening will be set up soon.

City Administrator Wade- Thanks Police Chief Caponigro for his many years of service in the City of Prospect Heights as he is set to retire in February.

Chief Caponigro- Gives a Halloween PSA on timing of trick or treating and safety tips to best enjoy the day.

City Clerk Prisiajniouk- Wants to let residents know that political signs can not be posted on city property.

APPROVAL OF WARRANTS
A. Approval of Expenditures

General Fund	$127,235.52
Motor Fuel Tax Fund	$0.00
Tourism District	$28,339.28
Solid Waste Fund	$36,963.00
Drug Enforcement Agency Fund	$1,786.00
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	$178.90
Special Service Area #6 - Water Main	$0.00
Special Service Area #8 - Levee Wall #37	$69.94
Capital Improvements	$223,324.66
Special Service Area #6 - Debt	$0.00
Road Construction Debt	$0.00
Water Fund	$60,870.68
Parking Fund	$516.04
Sanitary Sewer Fund	$14,446.69
Road/Building Bond Escrow	$0.00
TOTAL	**$493,730.71**
Wire Payments **10/04/2024 Payroll**	**$182,821.25**
TOTAL WARRANT	**$676,551.96**

City Clerk Prisiajniouk read the warrants.

Alderman Anderson moved to approve the warrants as presented; seconded by Alderman Morgan-Adams to include a TOTAL of $493,730.71, a 10/04/2024 Payroll of $182,821.25, and a TOTAL WARRANT of $676,551.96. There was unanimous approval.

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

Motion carried 4 – 0, one absent.

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

EXECUTIVE SESSION Subject to exemption number 1 Personnel Related **– Alderman Morgan-Adams moved to go into Executive Session; seconded by Alderman Anderson**

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

Motion carried 4 – 0, one absent.

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED – No council actions taken in executive session

ADJOURNMENT – At 7:35 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Anderson. There was unanimous approval.

VOICE VOTE: ALL AYES, NO NAYS

Motion carried 4 – 0, one absent.

Approved by the Prospect Heights City Council on this the 28th day of October, 2024.

City Clerk Prisiajniouk

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

Mayor Patrick Ludvigsen

Posted by 12:00 PM, October 11, 2024