Prospect Heights

CITY OF PROSPECT HEIGHTS
REGULAR AND WORKSHOP MEETING MINUTES
OF THE CITY COUNCIL
MONDAY, JUNE 8, 2015
6:30 PM
CITY HALL
8 NORTH ELMHURST ROAD
PROSPECT HEIGHTS, ILLINOIS

CALL TO ORDER – At 6:32 PM, Mayor Helmer called to order the June 8, 2015 City Council Regular Workshop at 8 North Elmhurst Road, Prospect Heights, IL 60070

ROLL CALL - Deputy Clerk Schultheis called roll.
Present: Mayor Helmer; Aldermen – Rosenthal, Ludvigsen, Williamson, Derwin, Messer; Treasurer Tibbits
Absent – City Clerk Morgan-Adams
Also present – Deputy Clerk Schultheis, City Attorney Gilspin, Acting Assistant to the City Director Deol, Police Chief Dunne, Building and Zoning Director Skiber, City Administrator Wade, Interim City Administrator Balling, and Finance Director Hannon

PLEDGE OF ALLEGIANCE – Led by Alderman Messer

RESIDENT COMMENTS (Agenda Items) – Ken Greeson of 813 Pine Forest, President of Rob Roy, wanted an update of the Rob Roy sidewalk project. He said that Rob Roy would be responsible for the maintenance of the sidewalk but that they wanted a written statement from the City for a "hold harmless" agreement regarding the infrastructure. He noted that the expense that would be incurred by Rob Roy to take over the sidewalks would be about $70,000.
Mayor Helmer said that the matter would be referred to the City Attorney.

STAFF AND ELECTED OFFICIALS REPORTS

City Administrator Report – Interim City Administrator Balling said that the City was looking to have participation from the officials in the Northwest Municipal Conference.

Director of Finance- Monthly Financial Report – Finance Director Hannon discussed the financial status of the City. She noted that the City had received an award from the GFOA for our CAFR.

In answer to a question from the Council, Finance Director Hannon noted that the City is not done with its 2014/15 Budget because there state has not completed payment of what it owes Prospect Heights.

Chief of Police – Police Chief Dunne reminded the audience that school is out, and that there would be more pedestrian traffic. He requested that everyone be more cautious when driving.

Director of Building and Zoning – Building and Zoning Director Skiber noted that the City had an increasing amount of permit activity.

He mentioned the Park District Block Party on Saturday, June 27.

Assistant to the City Administrator – Assistant to the City Administrator Deol said that the Outreach Program would begin the upcoming week with a bike ride and a trip to City Hall.

He noted that there would be a Document Destruction event on June 20 from 9 AM – Noon.

Deputy City Clerk Schultheis – Discussed the upcoming Fourth of July Parade event and status.

City Alderman Ward 1 Messer – Nothing to report

City Alderman Ward 2 Rosenthal – said that he was satisfied with the response of the City Staff to the error that was made in the Newsletter regarding his article.

City Alderman Ward 3 Williamson – Noted that Code Enforcement officers were patrolling the City for violators.

City Alderman Ward 4 Ludvigsen – Noted that Workshop meetings had become more like regular City Council Meetings. He was hoping that there would be more Workshop discussion items.

City Alderman Ward 5 Derwin – Nothing to report.

City Treasurer Tibbits – Noted that even though it rained on Community Day, the event was a success and raised a great deal of money.

Said that certain addresses were not receiving the Newsletter, and said that the City should research why certain addresses were being omitted.

Mayor Helmer - Thanked Interim City Administrator Balling for his assistance to the City, welcomed new City Administrator Joe Wade, and thanked Alderman Ludvigsen for acting as the Mayor Pro Tem at the May 26, 2015 Council Meeting.

APPOINTMENTS

A. Appointment of Clerk Wendy Morgan-Adams to the Water Committee with a term to expire April 30, 2018

B. Appointment of Kathryn I. Michaely to the Water Committee with a term to expire April 30, 2018

C. Appointment of Jerry Sredl to the Flooding and Streets Committee term to expire April 30, 2018

D. Appointment of John Styler to the Chicago North shore CVB with a term to expire April 30, 2018.

Alderman Ludvigsen moved for omnibus approval of Items A, B, C, and D; seconded by Alderman Derwin. There was unanimous approval.

ROLL CALL AYES – Ludvigsen, Rosenthal, Messer, Williamson, Derwin
NAYS – None

Motion carried 5 – 0

E. Appointment of Alderman Larry Rosenthal to the O'Hare Noise Commission with a term to expire April 30, 2018 – ITEM TABLED

Alderman Messer moved to remove Item E; seconded by Alderman Derwin. There was unanimous approval.

ROLL CALL AYES – Ludvigsen, Rosenthal, Messer, Williamson, Derwin
NAYS – None

Motion carried 5 – 0

Discussion as Prospect Heights not yet a member of this Commission.

ADOPTION OF THE CONSENT AGENDA

F. Approval of Summer Community events for 2015.

G. Approval of the May 26, 2015 City Council Regular Meeting Minutes.

H. Resolution R-15-10 Resolution appointing a Director, Alderman David Derwin and Alternate Director Administrator Joseph Wade to the Solid Waste Agency of Northern Cook County.

I. Purchase of a sewer system televising camera from NJPA in the amount of $59,995.00 in compliance with the FY 2015-2016 Budget.

Alderman Ludvigsen moved to Approve Items F, G, H, and I; seconded by Alderman Derwin.

Alderman Messer noted typo errors in Item H documentation. County was missing a "Y" in heading and Paragraph Section 1, in both places where it read appoints, it should just be appoint. It also said that the term expired April 2015, should read 2018.

Alderman Rosenthal discussed Item I; and wanted to know why it was not leased equipment. Mayor Helmer said that the direction came from Public Works.

Interim City Administrator Balling said that while the City was not a member, we were using the purchasing price. Alderman Williamson queried as to whether or not the item was the best value and most heavy duty.

Alderman Williamson moved to remove Item I from the Consent Agenda; seconded by Alderman Rosenthal. There was unanimous approval.

ROLL CALL AYES – Ludvigsen, Rosenthal, Messer, Williamson, Derwin
NAYS – None

Motion carried 5 – 0

Alderman Rosenthal moved to Approve Items F, G, and H; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL AYES – Ludvigsen, Rosenthal, Messer, Williamson, Derwin
NAYS – None

Motion carried 5 – 0

APPROVAL OF EXPENDITURES

J. Approval of Warrant

General Fund	$128,654.84
MFT Fund	$88.83
Palatine/Milwaukee TIF	$962.50
Tourism District	$62,801.83
Development Fund	$0.00
DEA Fund	$264.50
Solid Waste Fund	$34,638.21
SS Area #1	$0.00
SS Area #2	$0.00
SS Area #3	$0.00
SS Area #4	$0.00
SS Area #5	$717.51
SS Area #8 – Levee Wall #37	$0.00
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$95, 103.50
Road Construction Debt	$0.00

Water Fund	$1,182.54
Parking Fund	$0.00
Road/Building Bond Escrow	$0.00
TOTAL	**$324,453.65**
5/29/15 PAYROLL	**$132,363.73**
5/20/15 IMRF	**$22,904.77**
TOTAL WARRANT	**$479,722.15**

APPROVAL OF CONTRACTS

K. Presentation from the Construction Manager IFS of the 2015 Landscape Improvement Program for the Tourism District and for the contract maintenance for the improvements to be installed in 2015. – Discussion by IFS and Teska Representatives regarding the scope and alternatives for the Tourism District beautification project. The discussion also included money available, and the scale of the project.

L. Approval of a landscaping contract in the Tourism District to Moore Landscaping in the amount of $143,027, with a presentation from the Construction Manager IFS, Inc.

M. Approval of an electrical contract in the tourism District to Pinnacle Electric for electrical installation services construction in the amount of $188,400, with a presentation from the Construction Manager, IFS, Inc.

Alderman Ludvigsen moved to Table Items L and M; seconded by Alderman Williamson. There was unanimous approval.

ROLL CALL AYES – Ludvigsen, Rosenthal, Messer, Williamson, Derwin
NAYS – None

Motion carried 5 – 0

WORKSHOP

N. Ordinance 15- _ _ Approval of the Salary Ordinance for FY 2015-2016- (FIRST READING) – There was discussion regarding part/time versus full/time definitions; and salary ranges.

O. Presentation of the proposed Five Year Capital Improvement Plan including elements presented in the 2015-2016 Budget – Finance Director took the 2014-15 budget and projected forward. She noted that the City was in good financial shape, and has money to pay for improvements.

P. Eagle Scout project presentation- Rear of City Hall Improvements – Eagle Scout Joey Salemi presentation regarding his self-funded project to add two benches and garbage can enclosure. The project is being designed and completed by the entire troop. The project will be completed August 1-2, 2015. The City will be a ramp as required.

Q. Report of Rob Roy Subdivision sidewalk maintenance. – Discussed in Resident Comments (Agenda Items)

NEW BUSINESS

R. Approval of an Agreement for the purchase and sale of real estate 6 North Elmhurst Road - REMOVED

RESIDENT COMMENTS (Non-Agenda Items) - None

CLOSED SESSION - None

ADJOURNMENT – At 8:12 PM; Alderman Rosenthal moved to Adjourn; seconded by Alderman Derwin. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 5 – 0.

Approved by the Prospect Heights City Council on this the 22nd day of June, 2015

Nicholas J. Helmer, Mayor

Wendy Morgan-Adams, City Clerk

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