CITY OF PROSPECT HEIGHTS
REGULAR CITY COUNCIL MEETING MINUTES
OF THE CITY COUNCIL
MONDAY, JULY 27, 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 July 27, 2015Regular City Council Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL – City Clerk Wendy Morgan-Adams called roll.
Present – Aldermen – Rosenthal, Williamson, Ludvigsen, Messer, Derwin
Also present – Mayor Helmer, Treasurer Tibbits, City Clerk Morgan-Adams.
In attendance – Deputy City Clerk Schultheis, Building and Development Direct Peterson, City Administrator Wade, Acting Assistant to the City Administrator Deol, Public Works Director Cutaia, Deputy Police Chief Steffen, Finance Director Hannon, and City Attorney Zimmermann.

PLEDGE OF ALLEGIANCE – Led by Alderman Derwin

INVOCATION – City Administrator Joe Wade

CLOSED SESSION - None

RESIDENT COMMENTS (Agenda Items) - None

ELECTED OFFICIALS REPORTS
Elected Officials:
City Clerk – Mentioned the August 4, Night Out starting at 5 PM
Mentioned the August 1 River Trails Park District 100th Anniversary event at 5PM
City Alderman Ward 1 Messer – no report

City Alderman Ward 2 Rosenthal – Discussed the planning for the website review. Alderman Rosenthal developed a survey for the different departments to discuss their website issues and wish list for the new website. He also requested that the Council fill out the survey.
City Alderman Ward 3 Williamson – Wanted to add to New Business – discussion of updates to existing codes and have that put on the workshop Agenda.
He added that he would like a Property Maintenance Discussion – tree removal
Wants added to the workshop whether there should be liaisons between Council and Department Heads
He wanted an update on the Old Town Sewer District.
He asked for an update on the Camp McDonald property from the PZBA
City Alderman Ward 4 Ludvigsen – Thanked Public Works for their help on Maple Street
Wanted to talk about the plans for the Slough at Willow.
City Alderman Ward 5 Derwin – no report
City Treasurer Tibbits – no report

City Administrator Wade –Noted that he had contacted the MWRD of Cook County and that they are putting together a proposal for the City regarding their plan for the Slough. They do not have a timeframe.

Building and Zoning Director Peterson said that the PZBA recommended without conditions approval of the zoning from R1 to B1 on the Camp McDonald property.
It was asked what the schedule would be for the process, and was there asbestos abatement in progress?

City Administrator Wade said that some of the schedule of work had been completed and that some was in progress. He added that the testing had shown that there was no asbestos. He noted that the demolition bid documents were out and that there would be a bid held on August 6, 2015.

Mayor - The Mayor asked for Enews membership increase.
Acting Assistant to the City Administrator Deol said that the residents have many avenues to be on the registration list. The Mayor noted that of the 7000 or so residences in Prospect Heights, only 900 were signed up to receive Enews.

Public Works Director Cutaia – Willow Road Sidewalk Project is on hold due to state budget concerns
Tourism Board District beautification – starts September 8
Welcome Signs – the footing for the signs goes in this week. Five new signs.
Levee 37 – finishing one phase on Milwaukee Avenue
Public Works addition – new parking lot in.
Elm Street Drainage – starts August 3rd.
Willow Road Project – overland flooding from the Slough westbound to Hillcrest Lake. About a year ago Cook County had asked to raise the road, as it is their road. They suggested increasing a few other roads in that vicinity. They have preliminary drawings set up and they are looking to do have a cost sharing proposal with us. They are now ready for the next step which involves meeting with the City.

Acting Assistant to the City Administrator Deol – There will be a Movie Night outdoors at Lions Park. It is free to the public.
Emergency Alerts registration can be done online on the website.

Building and Development Director Peterson – Noted that there is a full set of construction drawings for Greenbrier. Those have been sent to the third party planning reviewer and routed to the Fire Protection District and Engineering.
Preliminary meeting with Greenbrier Design Team within the next two weeks.

Deputy Chief Steffen – July 21st the Police sponsored an Outreach Program for 70 children to Camp Duncan YMCA. The program is very popular, and there were more children that wanted to attend. Any children who were unable to attend the evented but wanted to go, will be first in line for the Shed Aquarium event.
Prospect Heights Police Department will be participating in the US Drug Enforcement Take Back Initiative. Unwanted prescription drugs are collected and destroyed. September 26, 2015.
Each year since 1996, the PH Police Department has partnered with 7-11 in "Operation Shell" which allows officers to ticket children they observe doing good deeds and for their positive behavior, they are rewarded with a free Slurpee coupon.

ADOPTION OF CONSENT AGENDA

A. Approval of the July 13, 2015 City Council Regular Workshop Meeting Minutes - **Alderman Ludvigsen moved to Approve Item A; seconded by Alderman Derwin. There was unanimous consent.**

VOICE VOTE: All ayes, no nays.

Motion carried 5 – 0.

APPROVAL OF EXPENDITURES

B. Approval of Warrants

General Fund	$145,213.79
MFT Fund	$0.00
Palatine/Milwaukee TIF	$2,231.55
Tourism District	$840.00
Development Fund	$0.00
DEA Fund	$0.00
Solid Waste Fund	$29,289.00
SS Area #1	$0.00

SS Area #2	$0.00
SS Area #3	$0.00
SS Area #4	$0.00
SS Area #5	$15,165.95
SS Area #8 – Levee Wall #37	$159.00
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$17,901.10
Parking Fund	$2,284.68
Road/Building Bond Escrow	$1,000.00
TOTAL	**$214,085.73**
WIRE PAYMENTS	
7/10/15 PAYROLL	**$145,971.64**
POLICE PENSION PAYMENT	**$35,060.82**
TOTAL WARRANT	**$395,118.19**

City Clerk Morgan-Adams read the Warrants.

Alderman Ludvigsen moved to approve Item B; seconded by Alderman Rosenthal regarding the Total Expenditures of $214,085.73; 7/10/15 Payroll of $145,971.64; Police Pension Payroll of $35,060.82; and a Total Warrant of $395, 118.19. There was unanimous approval.

ROLL CALL VOTE: AYES - Messer, Derwin, Ludvigsen, Rosenthal, Williamson
NAYS – NONE

Motion carried 5 – 0.

NEW BUSINESS

C. Presentation by Quality Trucking concerning Proposed Purchase and Use of City-owned Property on Piper Lane – there was a presentation by Robert Kirk, representing Quality Trucking

(one of the businesses owned by Quality Trucking is Stery Trucking). Discussion of the 10.5 acres on Piper Lane. There was a schematic diagram presented of what the facility would look like. It was also noted that a park would be donated to the City, and would be for public use but would be owned by Quality Trucking. They also said that they were in the process of doing acoustic testing. There would be high-tech security. The landscaping would mitigate sound and provide less-visible views of the trucks entering and exiting. The facility would be fully lighted and hidden from public.

Aldermen had concerns regarding security. It was noted by Mr. Kirk that access would be gated – and that the trucks would not be going up and down Piper Lane.

The Trucks would be entering and leaving the facility on a 24 hour basis. It was also noted that the berm would be 5 feet high added. No trees would be removed. Retention ponds would be used for runoff water.

It was noted by Aldermen that there would not be any sales tax generated for the City from this facility.

It was noted by Mr. Kirk that any maintenance that was needed for roads because of the trucks would be handled by Quality Trucking.

Mr. Kirk said that he was told by the Building and Zoning Department that variations would not be needed. – **NO ACTION NEEDED.**

D. Consideration of Ordinance Proposing Amendment to Title 1 – Official Municipal Code Chapter and Section 1-5-5 City Council Agenda and Order of Business – City Attorney Zimmermann explained that the proposed Ordinance included an addition to the order of business for Aldermen to get agenda topics and change Council sessions to Code.

Alderman Rosenthal suggested that the Council members be able to decide two items for the next workshop session for the focus of the next workshop. There was discussion regarding amount of items for the workshop. It was noted that the strategy would be to discuss issues that did not require a vote at the workshop. It was noted by the Attorney that the Ordinance would need to be amended based upon the discussion. – **NO ACTION TAKEN.**

E. Plan Commission and Zoning Board of Appeals report and recommendation regarding application of Laredo Hospitality ("Stella's"), 1201 Elmhurst Road - It was noted by Building and Development Director Peterson that the PZBA had approved this item. There was discussion regarding the need for an Ordinance on specific use. – **NO ACTION TAKEN**

Alderman Williamson said the Building Codes needed to be up to date, and that the City was currently using a version of the codes from 2003 even though there is a 2015 version. He also mentioned the need to start enforcing the codes, especially in regards to maintenance of property. there was a need to work with Staff to address amendments that are needed. The Mayor suggested that a subcommittee be formed.

Alderman Williamson moved to direct the City Attorney to create a Resolution establishing a three-person, sub-committee regarding municipal codes and enforcement; seconded by Alderman Rosenthal. There was unanimous approval.

ROLL CALL VOTE: AYES - Messer, Derwin, Ludvigsen, Rosenthal, Williamson
NAYS – NONE

Motion carried 5 – 0.

It was noted by City Attorney Zimmermann that the Mayor may make appointments at the advice of Council or by himself. It was the consensus of the Council that the Mayor should make the appointment of his choosing for this sub-committee. **The Mayor appointed City Administrator Wade, Building and Development Director Peterson and Alderman Williamson.**

Alderman Williamson said that the Council needed to be updated on the Old Town Sewer District, as the newly-elected officials had to be brought up to speed. There was a brief discussion, and the suggestion that it needed to be an Agenda item for the August 24, 2015 Meeting.

ADJOURNMENT – At 8:30 PM, Alderman Derwin moved to adjourn; seconded by Alderman Messer. There was unanimous consent.
VOICE VOTE: All ayes, no nays.

Motion carried 5 – 0.

Approved by the Prospect Heights City Council on this day, the 24th of August, 2015.

Nicholas J. Helmer, Mayor

Wendy Morgan-Adams, City Clerk

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