



**THE SPECIAL WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF
PROSPECT HEIGHTS WILL BE HELD ON WEDNESDAY,
SEPTEMBER 16, 2015 AT 6:30 PM**

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

CALL TO ORDER – At 6:35 PM, Mayor Helmer called to order the September 16, 2016 Special Workshop of the City Council of the City of Prospect Heights at 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR ATTENDANCE – City Clerk Morgan-Adams called the roll.

PRESENT – Aldermen: Williamson, Ludvigsen, Rosenthal, Derwin, Messer
Mayor Helmer, Treasurer Tibbits, and City Clerk Morgan-Adams

Absent – None

A Quorum was present.

Other Officials in Attendance – Acting assistant to the City Administrator Deol, Public Works Director Cutaia, Finance Director Hannon, Building and Development Director Peterson, City Administrator Wade, Deputy Police Chief Steffen, City Engineer Berecz, and Deputy Clerk Schultheis.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was led by City Treasurer Tibbits.

APPROVAL OF MINUTES –

A. August 24, 2015 City Council Regular Meeting Minutes –

Alderman Derwin moved to Approve Item A; seconded by Alderman Messer. There was unanimous approval

VOICE VOTE: All ayes, no nays.

Motion was passed 5 – 0

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS AND AWARDS

Proclamation for Constitution Week – Mayor Helmer

City Clerk Morgan-Adams read the proclamation in which Mayor Helmer declared September 17-23, 2015 as Constitution Week in the City of Prospect Heights.

APPOINTMENTS AND CONFIRMATIONS

B. Appointment of Peter J. Hahn to the Natural Resources Commission - Alderman Rosenthal moved to Approve Peter J. Hahn to the Natural Resources Commission; seconded by Alderman Derwin. There was unanimous approval.

VOICE VOTE: All ayes, no nays.

Motion was passed 5 – 0

CITIZEN CONCERNS AND COMMENTS (agenda matters) – Hillcrest Lake HOA

President Tim Kupczyk asked to make a statement after Item D.

STAFF AND ELECTED OFFICIALS REPORTS

Staff –

Treasurer's Report – Finance Director Hannon – Finance Director Hannon summarized the financial status of the City. She noted that the City was ahead of budget due to \$1 million less spent on capital than budgeted.

Officer Thiebeault brought in the new canine for the Prospect Heights Canine Unit – a German Shepherd named Bane. Officer Bane will be trained in cadaver recovery, drug searches, contraband, and to track people. In order to remain certified as a police dog, Officer Bane will be in training 8 weeks with supplemental training, and then will continue with 16 hours per month of training.

City Clerk Morgan-Adams –

Water Committee Report

Discussed the newly-formed Water Committee. Two additional members will be appointed. It is an advisory committee that deals with water issues for all of the residents of the City. She noted that their meetings are on Saturdays. There will be a survey that will go out to residents in October regarding water in the City.

City Alderman Messer - Ward 1 – Noted that the Rocky Vanders/Prospect Heights Classic Car event on September 13, 2015 was a well-attended community event.

City Alderman Rosenthal - Ward 2 –

Status Report of Website Improvement Program – A presentation was made by the Alderman to the audience and Council. A website schematic –conceptual design was discussed. Some of the

highlights of the new design will include a robust search engine, google translation, links to other government websites that will go from local government to the White House, expanded and updated information to search, and a mission statement of the website. It will be designed in a drop down format.

The next steps will include:

- Current vendor Civic Plus will be given first right of refusal to make changes in a cost effective way
- Draft RFP
- Project Team that will include City Clerk Morgan-Adams, Alderman Rosenthal.
- Establish a project work program
- Meet with vendor

City Alderman Williamson - Ward 3 – Mentioned the September 22nd Meeting of the natural Resources Commission with Bruce Shackleford at the Prospect Heights Library at 7 PM regarding a discussion of restoration of the ecological wetlands.

City Alderman Ludvigsen – Ward 4 – Complimented the library for their plans to expand their parking lot.

Alderman Ludvigsen asked that Executive Session be held before Old Business.

City Alderman Derwin – Ward 5 – Discussed the Rocky Vanders/Prospect Heights Classic Car Event. He said that it was attended by 1000 people.

- He noted that Monica's Restaurant celebrated Mexican Independence Day on Sunday, September 13th.

City Treasurer Tibbits – Said that the City was showing the Classic Car event on the cable channel

Mayor Helmer – Noted that the Classic Car Event at Rocky Vanders had been a success and that he had issued the Mayor's Trophy for the Best Classic Auto.

The Mayor discussed the Wheeling-Prospect Heights Manufacturing Event to encourage retail growth in the City.

OLD BUSINESS

C. Consideration of Ordinance RE: Sale of City-Owned Piper Lane Property (Workshop Item, 1st Reading) –

D. Report of the City Engineer Concerning Status of Globetrotters Engineering Evaluation of Hillcrest Lake - Engineer Steve Berecz gave a brief summary of the two consultant hired to review the situation at Hillcrest Lake – Hey and Associates and Globetrotters Engineering. Different approaches were discussed including raising the water level. It was noted by Engineer Berecz that this would mean permits from the Army Corps of Engineers; and that replaced storage of water would be required. Raising the lake would also be difficult and expensive. Engineer Berecz said that the IDNR had never permitted temporary use of flashboard risers. Hey and Associates was looking at resolution to the problem that did not require raising the lake level.

Alderman Derwin expressed concern that previous to the Hillcrest Lake event, other municipalities had acted without studies or appreciation of the implications that it would have at Hillcrest Lake and the Slough.

There was consensus that there should be a full-blown engineering study on the options available and their costs.

Engineer Berecz noted that it would be easier to get a dredging permit than to raise the lake water level.

The Natural Resources Commission suggested that the City needed to be managing the lake, and not waiting for a catastrophic event.

Resident at 402 Hillcrest Drive wanted to know if dredging was included in the Hey and Associates Study.

HOA President Kupczyk said that he had spoken to Hey and Associates and that they would examine dredging on their study, but not the cost analysis.

HOA Kuczyk said that he had concerns about the Globetrotters report. He noted that debris in the pipe had acted as mini-weir, and that had led to the decline of the lake. He claimed that Globetrotters had devoted the majority of its report to the history of the lake, and used flood models that dated back to 1970. He believed that the study was not realistic. He also said that he wants to keep the lake from dropping below normal, not raise the lake above normal. He believed that this approach might allow the City to avoid compensatory water storage.

E. Consideration and Discussion of Low Bid of Chicagoland Paving for House Demolition and Construction of Municipal Parking Lot on Camp McDonald Road – City Administrator Wade said that the cost was above estimate. Money is available from last year's budget surplus.

Alderman Ludvigsen moved to approve Item E dependent upon acceptable licensing agreement; seconded by Alderman Derwin. There was unanimous approval.

ROLL CALL VOTE: Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

It was noted by Attorney Zimmermann that the Agreement must come back to Council.

NEW BUSINESS

F. Planning/Zoning Board of Appeals Report and Recommendation and Consideration of Special Use Ordinance for Library Parking Lot.

G. Resolution for Final Plat Approval-Lot Consolidation for the Prospect Heights Library –
Alderman Derwin moved to waive first reading of Item G; seconded by Alderman Messer. There was unanimous consent.

ROLL CALL VOTE: Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

Alderman Ludvigsen moved to Approve Item G; seconded by Alderman Derwin. There was unanimous consent.

ROLL CALL VOTE: Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

H. Resolution RE: A Resolution Authorizing the Mayor to Execute a Plat of Subdivision for Unincorporated Property in Northfield Township for the Provenance Subdivision – Alderman Messer moved to approve Item H; seconded by Alderman Rosenthal. There was unanimous consent.

ROLL CALL VOTE: Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

I. Report Regarding Status of Old Town Sanitary District and City Response (Workshop Item) – It was noted that the District lies within four municipalities. The tax levy is not exempt from tax cap law. It was recommended by the City Attorney that the City review the laws that it already has.

Direction to prepare first Resolution to sell District's Real Estate.

The Mayor suggested parceling out pieces that would be given by certain percentages to other municipalities.

The Consensus was to prepare the necessary Resolution.

Mayor Helmer - Stery Trucking – the Mayor mentioned that there would be a “natural gas” station at the site that would be open to the public, and would generate a sales tax.

J. Discussion and Selection of Workshop Items for October 12, 2015 City Council Regular Workshop Meeting. – Mentioned as topics were vehicle stickers, property maintenance code, SWANCC, Comprehensive Plan, expectations of City properties, and video gaming. The workshop items that were decided upon for the next Workshop on October 12, 2015 were Video Gaming and SWANCC.

Alderman Williamson said that included in this discussion the definition and history of SWANCC.

APPROVAL OF BILLS

K. Approval of Warrants

General Fund	\$432,744.18
MFT Fund	\$3,434.27
Palatine/Milwaukee TIF	\$33,832.80
Tourism District	\$2,880.00

Development Fund	\$0.00
DEA Fund	\$134,027.33
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	\$30.43
SS Area #8 – Levee Wall #37	\$137.50
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$
Road Construction Debt	\$0.00
Water Fund	\$27,960.03
Parking Fund	\$2,130.86
Road/Building Bond Escrow	\$29,714.00
TOTAL	\$696,180.40
AUGUST 2015 IMRF PAYMENT	\$17,879.82
AUGUST 2015 POLICE PENSION	\$24,970.01
8/21/15 PAYROLL	\$131,333.83
9/4/15 PAYROLL	\$ 139,370.93
TOTAL WARRANT	\$1,009,734.99

City Clerk Morgan-Adams read the expenditures.

Alderman Rosenthal moved to approve Item K; seconded by Alderman Derwin with Total of \$696,180.40; August 2015 IMRF payment of \$17,879.82; August 2015 Police Pension of \$24,970.01; 8/21/15 Payroll of \$139,333.83; 9/4/15 Payroll of \$139,370.93; and a Total Warrant of \$1,009,734.99. there was unanimous consent.

ROLL CALL VOTE:

Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

RESIDENTS' COMMENTS (Non-agenda matters)

EXECUTIVE SESSION

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT

At 8:30 PM, Alderman Ludvigsen moved to Adjourn the Open Session and go into Executive Session to discuss Litigation and sale of Property; seconded by Alderman Derwin. There was unanimous consent.

ROLL CALL VOTE:

Ayes: Ludvigsen, Williamson, Derwin, Messer, Rosenthal
Nays – None

Motion passed 5 - 0

Approved by the Prospect Heights City Council on this day, the 28th of September 2015.



Karen Schultheis, Deputy Clerk



Nicholas J. Helmer, Mayor

