THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, SEPTEMBER 26, 2016 AT 6:30 P.M.

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

1. CALL TO ORDER – At 6:34 PM, Mayor Nicholas J. Helmer called to order the City Council Regular Meeting of September 26, 2017 at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. ROLL CALL FOR QUORUM – City Clerk Morgan-Adams called roll.
ALDERMEN IN ATTENDANCE – Messer, Ludvigsen, Rosenthal, Dolick, Williamson
OTHER ELECTED OFFICIALS IN ATTENDANCE - Mayor Helmer, City Clerk Morgan-Adams and Treasurer Tibbits
STAFF AND OFFICIALS IN ATTENDANCE – Acting City Administrator Falcone (City Administrator Wade attending a Conference); Finance Director Hannon, City Attorney Zimmermann, Director of Building and Development Peterson, Police Chief Steffen, Deputy Police Chief Zawlocki, A/V Specialist Colvin and Deputy Clerk Schultheis.

3. PLEDGE OF ALLEGIANCE – Led by Police Chief Steffen

4. INVOCATION – Led by Pastor Joel Bradshaw of the Bridge Community Church

5. APPROVAL OF MINUTES
A. September 12, 2016 Regular Workshop Meeting Minutes – **Alderman Messer moved to approve Item 5A; seconded by Alderman Dolick. There was unanimous approval.**
VOICE VOTE: All ayes, no nays

Motion carried 5 - 0

B. Executive Session Meeting Minutes – **REMOVED from the Agenda by the Council**

6. PRESENTATION-

Police Chief Steffen asked that Deputy Chief Zawlocki and Mayor Helmer assist on the presenting of the commendations.

A. Recognition by Prospect Heights Police Department of Officers Michael Coglianese and Kevin Lange, and Sergeants Michael Stone and Todd Godair for Life-Saving Action. – Deputy Chief Zawlocki presented the Life Saving Awards to Officers Coglianese and Godair for resuscitating an overdose victim with Narcan on July 25, 2016.

Deputy Chief Zawlocki awarded Officers Lange and Stone with a Life Saving Award for having resuscitated an overdose victim with Narcan on July 22, 2016.

B. Police Department Commendation Presented to Officer Jesus Duron for the Arrest of a Dangerous Subject with a Loaded Shotgun. – Chief Steffen said that Corporal Duron was unable to attend due to a family commitment. The award for Arrest of a Dangerous Subject was given in absentia. On February 5, 2016, Corporal Duron was able to secure the apprehension of two gang members on Piper Lane while they had a loaded shotgun in their car. A third gang member tried to escape but was arrested on March 3, 2016 and sentenced to six years in prison.

C. Police Department Commendation Presented to Sergeant Mark Porlier for the Armed Robbery Arrest of Timothy Hauck. – Detective Porlier investigated an armed robbery at 1 N Wolf Road on August 7, 2016. Using DNA secured by Detective Porlier, the suspect was arrested and confessed on September 17, 2016. Detective Porlier received the award for "Investigative Efforts."

7. APPOINTMENTS AND CONFIRMATIONS - None

8. CITIZEN CONCERNS AND COMMENTS (agenda matters) - None

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Report by William Kearns – Discussed projects that were being completed for the Chicago Executive Airport. He noted that expenses were under budget and that the Airport had experienced revenue at Budget.

- There was discussion that Mayor Helmer and City Clerk Morgan-Adams would be representing the City at the NBAA Conference. Alderman Dolick asked if he could attend.
- It was noted that CEA Attorney Lester had drafted a letter to the City Attorney Zimmermann in January, 2014 and he would like City Attorney Zimmermann to contact him regarding sales tax on gas sold at the airport. Because there was an agreement in place prior to 1987, there is question as to who is allocated the proceeds. City Attorney Zimmermann said that he would contact Mr. Lester.
- Drones- the FAA has made it illegal for anyone to operate a drone within 5 miles of an airport. Hobbyists and professional drone users need to be aware of this law. Alderman Rosenthal said that it should be published on the website. Mr. Kearns said the Airport has a professional company publishing it. Acting City Administrator Falcone said that there was an article about it in the Quarterly Newsletter and that it was in the City Enews, as well as having been broadcast on Channel 17.

Finance Director Hannon asked Mr. Kearns for a status report on the CEA audit, as the previous year there had been a delay. Mr. Kearns replied that he would have the firm doing the audit contact the Finance Director.

No action was taken on the Report.

B. Treasurer's Report by Finance Director Stephanie Hannon. – gave an update on the fiscal year numbers. She denoted the following – the City ended the fiscal year $192,134 behind last year in net income. Revenues were ahead of last year by $152,089. The net numbers included – the City being $715,976 under budget, and $925,000 was rolled over into the next fiscal year as unassigned carryover in the Fund Balance. – **No action was taken.**

10. CONSENT AGENDA –

A. R-16-XX Resolution Relating to the Semi-Annual Review of the Closed Session Minutes – **Alderman Rosenthal moved to remove Item 10A from the Agenda; seconded by Alderman Williamson. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Rosenthal, Williamson, Messer, Ludvigsen, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

ITEM 10A – TABLED

Aldermen requested that a log be made of the Executive Session Minutes before a vote was taken regarding the Minutes. That log would be completed for the next Workshop Meeting. Alderman Ludvigsen asked that it be noted that the Resolution needed to contain the dates of all the Executive Session Minutes to be voted upon – Acting City Administrator Falcone stated that the Resolution format that was utilized was a copy of what was done in the past; however, the information that was requested would be available in the Resolution. – **No action was taken.**

B. Approval of Soil Clean-up and Removal for Salt Dome Construction – **Alderman Ludvigsen moved to Approve Item 10B; seconded by Alderman Messer. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Rosenthal, Williamson, Messer, Ludvigsen, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

11. OLD BUSINESS

A. R-16-10 Resolution Authorizing Agreement with Cornerstone Commercial Partners to Represent City of Prospect Heights to Market and Sell City Property at 25-35 Piper Lane - Representatives from Cornerstone – Ron Reese and Peter Karlis were available to answer questions. Alderman Messer wanted clarification on the contract, specific wording was discussed. City Attorney Zimmermann noted that the wording was standard and that he was comfortable with the legal language of the contract.

There were questions regarding a scenario that might involve defaulting on the contract.

Cornerstone representatives clarified the terms that were in the contract.

Alderman Ludvigsen questioned why a Resolution was attached to the contract. It was noted by the City Attorney that a Resolution was not necessary.

Aldermen questioned the cost of $3000 for marketing. Cornerstone representatives noted that given the magnitude of the property, this was a customary cost as marketing would be extensive.

There were questions regarding how many agents would be marketing the property. Cornerstone noted that Peter Karlis and Ron Reese would be designated to market the property as they were the two that had this type of property as their specialty. The Aldermen wanted more of a team approach.

The Aldermen wanted to know if Cornerstone was expecting any variations for the property before marketing. Cornerstone representatives said that there would be no variances during the

marketing period because they wanted to use a large spectrum under uses. If there is interest, they will come back to the Council for direction and approval.
Aldermen wanted to know how the price would be determined. Alderman Ludvigsen noted that the property did not lend itself to marketing.
Peter Karlis said that there were many factors that would determine price.
Alderman Dolick asked if there were any other inquiries about the property.
Building and Development Director Peterson said that there had been two in the last few weeks and that there had been an offer last year that was turned down because of use desired.
Alderman Williamson said that he was not in favor of selling the entire property, and believed that three acres should be assigned to Public Works to store equipment. He also noted that the property was appreciating.
Aldermen Messer and Rosenthal believed that the City needed to rid itself of the property as it had been an eyesore, and there was potential for the City to make revenue on the sale.
There were questions as to what would be done at the property, and the fact that the City did not have any goals or plans.
Alderman Rosenthal moved to Approve Item 11A noting that the City was only responsible for payment of marketing prorated for the length of the contract not to exceed $3000; seconded by Alderman Williamson.

ROLL CALL VOTE:	AYES –	Messer, Dolick, Rosenthal
	NAYS -	Williamson, Ludvigsen
	ABSENT -	None

Motion carried 3 - 2

12. NEW BUSINESS - None

13. DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING ON OCTOBER 10TH, ITEMS LISTED PREVIOUSLY:
There was discussion regarding the Strategic Directions Meeting and the need for a calendar. They also requested a contact for the Milwaukee Avenue Beautification project landscaping Update to be on the October 10, 2016 Workshop Agenda.

A. Review of Liquor License Code – To be continued to a different meeting. Aldermen looking for items that they can complete. The Liquor License Code discussion will need several sessions.

B. Discussion of City-owned Property at 25-35 East Piper Lane – Discussed previously in the Meeting

C. Sanitary Sewer System Status Report – There will be a sanitary sewer system presentation at the October 10, 2016 Workshop meeting.

D. Update on Metra Agreement
The October 10, 2016 Workshop Agenda will include: The Milwaukee Avenue Beautification Project Landscaping Update; an Update on the Metra Agreement; and the Sanitary Sewer System

14. APPROVAL OF WARRANTS
A. Approval of Expenditures

General Fund	$110,257.97
MFT Fund	$0.00
Palatine/Milwaukee TIF	$0.00
Tourism District	$2,991.72
Development Fund	$0.00
DEA Fund	$952.15
Solid Waste Fund	$27,394.19
SS Area #1	$0.00
SS Area #2	$0.00
SS Area #3	$0.00
SS Area #4	$0.00
SS Area #5	$268.51
SS Area #8 – Levee Wall #37	$111.28
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	$24,047.40
Parking Fund	$537.96
Sanitary Sewer Fund	$1,486.00
Road/Building Bond Escrow	$25,000.00
Police Pension	$0.00
TOTAL	**$193,047.18**

Wire Payments

9/10/2016 IMRF PAYMENT	**$19,717.00**

9/16/16 PAYROLL POSTING	**$142,493.13**
9/16/16 Police Pension Wire Transfer	**$44,928.37**
TOTAL WARRANT	**$400,185.68**

City Clerk Morgan-Adams read the warrants.
Alderman Rosenthal moved for Approval of the warrants minus the $1800 phone bill reimbursement for the Mayor; seconded by alderman Dolick with a Total of $193, 047.18 (minus the Mayor's phone bill); 9/10/2016 IMRF payment of $19,717.00; 9/16/2016 PAYROLL POSTING of $142,492.13; 9/16/16 Police pension Wire Transfer of $44,928.37; and a TOTAL WARRANT of $400,185.68 (minus the Mayor's phone payment). There was unanimous approval.

ROLL CALL VOTE:	AYES -	Rosenthal, Williamson, Messer, Ludvigsen, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 – 0

Cell Phone reimbursement – the Mayor noted that he had been paying for his cell phone for the seven years he had been in office, even though he was entitled to $62.50 per month usage. He said that he was only asking for the last year's reimbursement and reimbursement moving forward.
Aldermen asked if reimbursement was for all elected officials or just the Mayor and Staff directors.
There was the request to have a Resolution memorializing the policy of reimbursement.
Aldermen questioned why reimbursement was requested for 14 months previous. They questioned personal usage on the phone.
City Attorney Zimmermann said that in 2007 Council voted to pay for the reimbursement of Mayor Ludvigsen's cell phone in the amount of $40 per month. It was noted that in 2007, there was no flat rate and he was paying for each minute, and therefore, the Council had voted to reimburse the usage.
Acting City Administrator Falcone said that he had done independent research and found that the NWMC survey typically the mayor would get a cell phone stipend but not the aldermen; and $62.50 was the average.
Alderman Rosenthal moved to reimburse the Mayor's $1800 expenses for use of his cell phone; seconded by Alderman Dolick.

ROLL CALL VOTE:	AYES –	Messer, Dolick, Rosenthal
	NAYS -	Williamson, Ludvigsen
	ABSENT -	None

Motion carried 3 - 2

Alderman Rosenthal moved to approve monthly cell phone of $62.50 for the Mayor for use of his own phone to be drafted into a Resolution; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL VOTE:	AYES –	Williamson, Dolick, Messer, Rosenthal, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 – 0

It was noted that the Resolution will update the 2007 Resolution.

15. RESIDENT COMMENTS (Non-agenda matters) - None

16. EXECUTIVE SESSION - None

17. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

18. ADJOURNMENT – At 8:22 PM, Alderman Williamson moved to Adjourn; seconded by Alderman Messer. There was unanimous approval.
VOICE VOTE: All ayes, nays.

Motion carried 5 - 0

Approve by the City Council of the City of Prospect Heights on this the 10th day of October, 2016.

City Clerk Morgan-Adams

Mayor Nicholas J. Helmer

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