

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON OCTOBER 15, 2024 AT THE HILTON GARDEN INN COTTONWOOD ROOM

A. CALL TO ORDER

Mayor Urlacher called the meeting to order at 7:00 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Clark, Maier, Pelech, Smolic, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

In Attendance: Village Attorney, Jim Rhodes of Klein Thorpe & Jenkins, Ltd; Village Administrator, Mandi Florip; Village Clerk, Sandy Gallo; Representative from James Anderson Company, Scott Anderson; Village Treasurer, Amy Weiland

Also: Liz Leonard and Brad Buell

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of September 17, 2024

The Village Board reviewed the Regular Board meeting minutes of September 17, 2024. It was moved by Trustee Clark and seconded by Trustee Armstrong that the minutes of the Regular Meeting Minutes of September 17, 2024 be approved and be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech, Smolic and Towne

Nay: None

Mayor Urlacher declared the motion carried.

D. APPROVAL OF THE BILLS

Trustee Maier indicated the Committee reviewed and approved of the bills being presented for payment. The James Anderson Company invoice was reduced in the amount of \$256 for a project. Their new total invoice amount is \$25,092.95. The bill total for this month is \$323,990.95.

It was moved by Trustee Maier and seconded by Trustee Towne to approve payment of the bills.

Upon a call of the roll, the following voted:

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech, Smolic and Towne

Nay: None

Mayor Urlacher declared the motion carried and the bills will be paid.

E. TREASURER’S REPORT

Trustee Maier presented the September 30, 2024 Treasurer’s Report. The current interest rate is 4.96%. Trustee Maier indicated the Northern Trust bank account is being closed and transferred into the Illinois Funds account. However, before closing the Northern Trust account, Village Administrator Florip and Village Clerk Gallo will need to transfer the Lake County monthly deposits and ComEd automatic payments to the Lake Forest Wintrust account. Once this account is transferred the \$1.4M will go from receiving .05% as an interest rate to 4.96%. On page 2, the General Fund Revenue is tracking \$400K higher more from last year. On page 3, Expenditures are trending the same as last year.

It was moved by Trustee Maier and seconded by Trustee Towne that the Board acknowledge receipt of the September 30, 2024 Treasurer’s Report and it will be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech, Smolic and Towne

Nay: None

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

1. Citizens to be heard not listed elsewhere on this Agenda
2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

- a. Update on the 2024 Tax Rebate Program

Village Treasurer Weiland indicated 159 residents were eligible for this year’s rebate program. 147 residents have submitted their application and have been approved. The remaining 12 residents either lost homestead status or did not submit their application. Trustee Maier indicated one resident maybe attending next months’ Board meeting requesting his application be considered for approval.

- b. Update Special Service Areas Adjustments

Chairman Maier indicated the Committee further discussed how a few of the special service areas expenditures are exceeding their revenue collection. As a result, SSA# 3 Woodland Falls, #4 Oasis Sewer Maintenance, #5 Oasis Frontage Road Expenditures, #7 Riverside Preserve and #9

Deerpath Farm will all be increased for next year's collection by 5%. Chairman Maier added the Village Administrator Florip will also be looking into the subdivision Riverside Preserve to determine how many homes have been sold in the subdivision. The subdivisions covenants will need to be reviewed to determine if an HOA should be formed. A meeting will need to be held with the developer about the HOA and the SSA collection.

c. Other Matters

2. Public Works Committee

a. Update on the Culvert Replacement at 707 Bradley Road

Trustee Smolic indicated this culvert has been completed and the resident is content with the outcome.

b. Recommendation to Go Out to Bid for the Old School Road Drainage Ditch

Trustee Smolic stated the Board received the details for this project within their packets. The lowest bidder's outcome will be discussed at next month's meeting.

c. Update Plans for the Ditch Area at 301 Little Melody Lane

Trustee Smolic indicated Ann Mueller is not a Mettawa resident. However, the ditch located in front of her parcel is on the village's right-of-way. The ditch is currently filled with dirt and debris which is impacting the flow of the water and flooding her property. The village will be repairing the ditch and regrading the area. However, Ms. Mueller's fence and some brush area will need to be removed to work on the ditch. A proposal will be obtained for next month.

d. Recommendation to Approve an Additional Amount for Forest Builders Inc to Complete Culvert and Ditch Maintenance of \$15,000

Trustee Smolic stated the Committee has four additional culverts to complete maintenance for this year. Proposals for each location will be presented at next month's meeting.

e. Recommendation to Go Out to Bid on the Village's Right-of-Way Trees

Trustee Smolic added the Village Engineer is currently verifying the 64 trees to be removed on the village right-of-way. Once the list is finalized, this project will go out to bid.

f. Recommendation of Milieu Design as the Lowest Bidder for the Snow Plowing 2024-2025 Program

Trustee Smolic stated the Committee approves of the Milieu Design as the lowest bidder for the snow plowing program. Trustee Smolic indicated he has contact information for Milieu Design representatives.

g. Other Matters

3. Parks and Recreation Committee

- a. Recommendation to Approve a Contract to Seed Either With Pizzo & Associates Ltd or McGinty Bros Inc at 15085 W Old School Road in the Amount Not to Exceed \$10,000

Trustee Clark said the Committee discussed various options for this parcel. The initial proposals included IDOT grass class 4 hydroseeding but now we are approving native grass seeding using Pizzo & Associates. The Committee is recommending Pizzo & Associates for the seeding at this parcel. Trustee Pelech confirmed the seeding being completed was not going to be fescue grass but instead native. Trustee Clark confirmed native. Mayor Urlacher added all of the village's parcels are low maintenance and native.

- b. Recommendation of Davey Tree Experts Proposal for Watering the Trees in the Amount of \$1,000

Trustee Clark indicated an additional watering program is being requested in anticipation of a dry fall season for the newly planted trees. The Committee recommends the approval of ten watering sessions.

- c. Update on Pizzo & Associates Ltd Four-Year Service Agreement

Trustee Clark stated she has met with Nick Pizzo and they have started to review all the village's parcels and the type of service and treatments required at each location. The renewed agreement will be for 4-years. This will allow the Committee to budget for the parcels accordingly too.

- d. Other Matters

4. Public Safety

- a. Presentation by Village of Lincolnshire- Commander Jamie Watson

Commander Jamie Watson indicated they have just completed the first-year servicing Mettawa. Commander thanked the Mayor and the Board for inviting Lincolnshire to the annual picnic. It has been a great partnership working with this village. Commander Watson stated the annual statistical information had been provided to the Board and asked if there were any questions. Commander Watson indicated the number of incidents occurring at the corner of St. Marys Road and Illinois Route 60 had reduced. They were also working on getting the data for this corner from IDOT. Village Clerk Gallo asked if the Lincolnshire officers could ticket the overweight truck driving through the village. Commander Watson replied he has spoken to their staff and they are working on getting a portable scale into their car. Trustee Towne added the larger trucks should also be redirected not to use Bradley Road and Old School Road. The large trucks should not be driving through the village.

- b. Other Matters

Trustee Towne reported Lincolnshire is doing well controlling the speeding cars. An incident was reported near 24880 N. Riverwoods Road, a stray dog bit a child. A parent was trying to direct a stray dog into their car when the incident occurred. The child was taken to the hospital. Animal Control caught the dog. Lake County Sheriff's Office was onsite. No other safety matters were reported.

5. Zoning, Planning and Appeals Commission Report

a. Approval of an Ordinance Amending the Village of Mettawa Zoning Map to Rezone Certain Properties Currently Designated as R-1 Single Family Residential District to OS Open Space District (25960 N. St. Marys Road, 24880 N. Riverwoods Road, 24881 N. Riverwoods Road, 300 Riverwoods Road, 15085 W Old School Road, in Mettawa Illinois)

Mayor Urlacher stated on October 1st the Zoning, Planning and Appeals Commission held a public hearing. They made a recommendation to amend the Mettawa zoning map to rezone five parcels from R-1 Single Family Residential District to Open Space District.

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Newsletter

Mayor Urlacher indicated we are currently working on the second quarter village newsletter. The newsletter will be completed and sent out at the end of October.

b. Building Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report which we accept and it would be placed on file.

c. Monthly Traffic Enforcement Statistics

Mayor Urlacher thanked the Village of Lincolnshire for the submitted monthly breakdown for traffic enforcement.

d. Other Matters

e. Village Administrator's Report

Village Administrator Florip indicated a cyber training class is available for anyone who is interested. In addition, the building code update will be presented to the Board next month. The Village Attorney is currently reviewing the changes. Village Attorney Rhodes added the biggest changes are the local changes. This code will need to be discussed and effective by January 1, 2025.

2. UNFINISHED BUSINESS

Mayor Urlacher added the following two items will remain tabled and are not part of the Consent Agenda approvals.

- a. A Motion to Remove from the Table an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies
- b. Discussion of an Ordinance Amending the Village of Mettawa Code of Ordinances, Chapter 15, Zoning Regulations, Article 11, Special Uses, Section 15.1106, Additional Regulations for Public Assemblies

3. SELECTION OF CONSENT AGENDA

The Chair would like to entertain establishing a consent agenda for any or all the items listed under New Business on the agenda. The mayor asked if there were any items listed under the New Business that a Trustee does not wish to approve under the Consent Agenda.

Item c Approval of a Contract with McGinty Bros Inc to Seed at 15085 Old School Road in the Amount Not to Exceed \$9,962 will not be approved.

Item d Approval of Davey Tree Experts Proposal for Watering the Trees in the Amount of \$1,000

- a. Approval of Milieu Design as the Lowest Bidder for the Snow Plowing 2024-2025 Program
- b. Approval of a Contract with Pizzo & Associates Ltd to Seed at 15085 Old School in the Amount Not to Exceed \$8,134.42
- e. Approval of an Ordinance Amending the Village of Mettawa Zoning Map to Rezone Certain Properties Currently Designated as R-1 Single Family Residential District to OS Open Space District (25960 N. St. Marys Road, 24880 N. Riverwoods Road, 24881 N. Riverwoods Road, 300 Riverwoods Road, 15085 W Old School Road in Mettawa Illinois)

A motion was made by Trustee Maier and seconded by Trustee Smolic to approve the following three consent agenda items.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark, Maier, Pelech, Smolic and Towne

Nay: None

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Towne and seconded by Trustee Smolic to approve the following three consent agenda items under the omnibus vote.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Nay: None

Abstain: Trustee Clark

Mayor Urlacher declared the motion carried.

d. Approval of Davey Tree Experts Proposal for Watering the Trees in the Amount of \$1,000

A motion was made by Trustee Maier and seconded by Trustee Smolic to approve agenda item d.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Maier, Pelech, Smolic and Towne

Abstain: Trustee Clark

Mayor Urlacher declared the motion carried.

J. EXECUTIVE SESSION

K. CALL TO RECONVENE

L. ROLL CALL

M. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION

N. ITEMS TO BE REFERRED

O. FOR INFORMATION ONLY

P. ADJOURNMENT

The motion was made by Trustee Towne and seconded by Trustee Armstrong. With no further business to conduct, the meeting was adjourned by Ayes.

Aye: Trustees Armstrong, Clark, Maier, Pelech, Smolic and Towne

Nay: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:35 p.m.

Sandy Gallo, Village Clerk