

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 JANUARY 16, 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, Smolic and Towne and Mayor Urlacher

Absent: Trustee Pelech (arrived at 7:10 pm)

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; Representative of Sikich, Brian LeFevre , Village Treasurer, Amy Weiland

Residents: Pam Fantus and Liz Leonard

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of December 19, 2023

The Village Board reviewed the Regular Board meeting minutes of December 19, 2023. It was moved by Trustee Maier and seconded by Trustee Armstrong that the minutes of the Regular Board meeting of December 19, 2023 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Pelech

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 bill total for this month is \$412,337.93.

It was moved by Trustee Maier and seconded by Trustee Smolic 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, Smolic and Towne

Nay: None

Absent: Trustee Pelech

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

E. TREASURER’S REPORT

Sikich Representative, Brian LeFevre presented the December 31, 2023 Treasurer’s Report. Mr. LeFevre stated the investment income is doing well due to the high interest rate. The reoccurring expenditures and loan payment are being handled appropriately.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the December 31, 2023 Treasurer’s Report and it will be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: Trustee Pelech

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 Outstanding Tax Rebate Checks

Trustee Maier indicated we currently have nine outstanding residents who have not deposited last year’s tax rebate check. Village Treasurer Weiland indicated she will email those residents to remind them of their issued check.

- b. Update on the 10-Year Forecast for Expenditures and Revenue Amounts

Trustee Maier stated Trustee Smolic will be creating a ten-year forecast on capital expenditures and revenue anticipated while using today’s amounts. This will allow the Committee to calculate anticipated sales revenue to be received from Grainger and the hotel occurring in the years identified capital expenditures.

- c. Other Matters

2. Public Works Committee

a. Update on the Land Restoration Around the Cleaned and New Culverts

Trustee Smolic indicated this agenda item is being placed on hold until spring.

b. Update on Identified Village Roads that Require Crack Sealing

Trustee Smolic stated the village will be facing an estimated expenditure of \$1.8M to resurface roads in the next 15-years. A road's longevity is estimated at 15 years. As a result, the Committee would like to expand the roads durability by performing crack sealing. This project could reduce how quickly a road may need to be resurfaced. This project will also occur in the spring.

c. Other Matters

Resident Mrs. Fantus asked if the culvert by St. Basil's Church along Old School Road was scheduled to be cleared. Village Engineer Scott Anderson said yes, and he will investigate this specific culvert.

3. Parks and Recreation Committee

a. Update on the Maintenance at 24880 and 24881 N. Riverwoods Road

Trustee Clark stated CK Contractor has not been able to complete the buckthorn removal due to the weather. The Mettawa Savanna parcel looks beautiful thus far. Trustee Clark added the east parcel clearing has not commenced but will be done shortly after the savanna. Two red gates and no trespassing signs will be installed at these two locations. Some additional metal items have been found that will need to be removed later.

b. Update of a Horse Crossing Walkway at 600 Bradley Road

Trustee Clark indicated the Committee is exploring the details for a crosswalk. Village Administrator Florip added the Village Engineer Scott Anderson will present to the Committee next month a vehicular study of Bradley Road to better understand the impact of this crosswalk.

c. Update on the New Trail Signs State Requirement

Trustee Clark stated a new state law was passed on January 1st mandating municipalities to place new trail signs 150 feet prior to exiting a trail. James Anderson Company has compiled a list of all the locations a new sign will need to be installed. This project is estimated to cost the village \$30K. Village Administrator Florip added the village is working with Lake County Forest Preserve to install the same sign. Village Engineer Scott Anderson added some new STOP signs will be required too. The signs will be ordered through TAPCO to be installed in the spring.

d. Update on the Village Lot Berm Located at Illinois Route 60 and St. Marys Road

Trustee Clark stated the berm on this corner is done. The silt fences will remain until the grassy area is assessed in late spring.

e. Recommendation to Approve Teska Associates Proposal for the Parks, Trails and Open Space Maps in the Amount of \$800

Trustee Clark stated the village has not updated the trail map since 2014. Teska will be updating the map by adding the Grainger acquisition parcels and 0 Old School Road. The Committee recommends the approval to update the village maps.

f. Other Matters

Trustee Clark added she has begun to receive proposals for 0 Old School Road parcel maintenance. This parcel will not be cleared until the real estate transaction has been completed.

Trustee Armstrong asked if the Board was interested in hosting a shredding day for the residents. Paper Tiger a shredding company provided a cost estimate of \$674 for a 3-hour visit. Trustee Armstrong added she called some surrounding municipalities to ask how they provided this service to their residents. Some municipalities hire SWALCO who then takes the recycled documents to a shredding company. Trustee Armstrong indicated a day could be scheduled on a Saturday. Mayor Urlacher indicated we will need to hear from 20 residents stating they are interested to justify the cost. Trustee Armstrong indicated the event would tentatively be scheduled in June. Trustee Maier recommended this event be scheduled after tax season. Village Clerk Gallo will send out a resident communication in May for the June date.

4. Public Safety

a. Presentation by Village of Lincolnshire Commander Jamie Watson

Commander Jamie Watson provided a six-month synopsis summary of Lincolnshire's traffic enforcement. The increased presence of Lincolnshire within the village over the last six-months has been noticed by drivers and is resulting in a decrease in the number of violations being reported. Mayor Urlacher thanked the Commander Watson for their presence and their efforts in keeping the village safe. Trustee Towne asked Commander Watson to keep the pressure on Bradley Road and Old School Road.

b. Other Matters

Trustee Towne reported a few power outages occurred last month. In addition, due to some dense fog days two cars required being towed out from the ditches. No one was injured. Trustee Pelech added she would like to commend the Lake County Sheriff's office for their quick response to two alarm notifications at Barry McLean's properties.

5. Zoning, Planning and Appeals Commission Report

Mayor Urlacher indicated no matters to report for ZPA.

a. Other Matter

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Approval of an Ordinance Providing Regulations to Chartered Transportation Services

Mayor Urlacher stated an ordinance regulating charter transportation services is being presented this month. This ordinance is establishing common regulations for chartered transportation and unscheduled bus stops. Seven municipalities in Lake County have already passed similar ordinances and several other communities are considering one this month. The Village Attorney has also provided a memo to further explain this ordinance. Mayor Urlacher added the village has a protocol in place should a transportation bus reach Mettawa. Trustee Smolic asked if the bus driver fine of \$3K was set suitably to discourage unscheduled buses to stop in Mettawa. Village Attorney Rhodes commented the village has a limit on the fine amount that can be charged. The ordinance will deter bus drivers needing to seek a permit to visit Mettawa. The City of Chicago has an intake center to support the immigrants entering the area. Village Clerk Gallo added the village has spoken to the General Manager at Hilton Garden Inn informing him of the village's ordinance.

b. Approval of an Ordinance Amending the Chapter 9, Building Code

Mayor Urlacher stated the Board adopted rules and regulations with respect to the residential buildings in 2004 and 2006. These regulations included materials that were allowed and to be used for siding on principal dwellings. Excluded from the list was vertical aluminum panel. The new trend with Architects is vertical aluminum panels. As a result, we are looking to update our building code to allow for this type of siding. Trustee Clark asked if the village would limit the percentage of aluminum siding to be used. Village Attorney Rhodes responded no, as the village does not have any limitation on any other material.

Resident, Pam Fantus (14253 W. Riteway) stated the original building code specified aluminum siding was not permitted. Village Attorney Rhodes confirmed this statement. Village Attorney Rhodes added aluminum siding has changed tremendously in the last 15-years. This material has

been deemed as higher quality. Mrs. Fantus stated the village should include the grade allowed in the ordinance. Mayor Urlacher stated this matter will be deferred to next month's meeting to allow the Village Attorney time to determine the grade to be stated.

c. Building Report

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

d. Monthly Traffic Enforcement Statistics

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

e. Other Matters

f. Village Administrator's Report

Village Administrator Florip stated the various municipal managers are in communication regarding the unscheduled transportation buses arriving in Lake County. A quick reminder, the statement of economics is due May 1st. Please be sure to complete your filing accordingly. The Village newsletter is currently in the works. This quarter's newsletter will include statements from the various Chair's. The Chair's are being asked for a quote of their plans for the upcoming year. Please be sure to respond to Linda Philips as our goal is to send out the newsletter at the end of the month.

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.

Mayor Urlacher removed letter c from the consent agenda.

- a. Approval to Teska Associates Proposal for the Parks, Trails, and Open Space Maps in the Amount of \$800
- b. Approval of an Ordinance Amending the Code of Ordinances of the Villag of Mettawa Providing for the Regulations of Chartered Transportation Services

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

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Armstrong and seconded by Trustee Maier to approve the following agenda items by the omnibus vote.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried.

Mayor Urlacher tabled letter c agenda item the following item for the February meeting.

- c. To Table the Ordinance Amending the Code of Ordinances of the Villag of Mettawa Chapter 9, Building Code, Article III Residential Building for Next Meeting

A motion was made by Trustee Maier and seconded by Trustee Smolic to table the following agenda item.

Upon a call of the roll, the following voted:

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

Nay: None

Absent: None

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 Armstrong and seconded by Trustee Clark. With no further business to conduct, the meeting was adjourned by Ayes.

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

Nay: None

Absent: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:48 p.m.

Sandy Gallo, Village Clerk