

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 21, 2025 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; Representative from Sikich, Laura Babula

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of December 17, 2024

The Village Board reviewed the Regular Board meeting minutes of December 17, 2024. It was moved by Trustee Clark and seconded by Trustee Maier that the minutes of the Regular Meeting Minutes of December 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 bill total for this month is \$164,989.48.

It was moved by Trustee Armstrong 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, Pelech, Smolic and Towne

Nay: None

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

E. TREASURER'S REPORT

Sikich Representative, Laura Babula presented the December 31, 2024 Treasurer’s Report. Ms. Babula indicated the bank balance remains unchanged from last month. Total revenue to report this month is \$516,823K with expenditures at \$186,550, and a Net Revenue of \$330,273K.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the December 31, 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 Analysis for a 1% Mettawa Sales Tax

Trustee Maier indicated Laura Babula did an analysis and the elimination of the Grocery Sales Tax effective January 1, 2026 will have an estimated impact between \$750K-\$1.1M to the village’s revenue.

- b. Update on the Outstanding Tax Rebate Checks

Trustee Maier stated the village had five residents who had not deposited their tax rebate checks. The Village Clerk Gallo has reached out to them to and now we only have two pending checks to clear the account.

- c. Other Matters

2. Public Works Committee

- a. Recommendation of the Lowest Bidder Dunlap Tree Experts for the 2024 Right-of-Way Tree and Stump Removal Project in the Amount of \$13,995

Trustee Smolic stated the Committee recommends the lowest bidder be approved.

b. Other Matters

3. Parks and Recreation Committee

a. Recommendation to Approve the Second Amendment to the Haraden Farms and Stable Inc, License Agreement for the 2024 Harvest

Trustee Clark stated Bob Haraden requested his agreement be amended as he was unable to harvest his summer crop due to the weather. The Village Attorney updated the agreement and the Committee approves of the amendment.

b. Update of Pizzo & Associates Inc, Seeding 15085 W Old School Road

Trustee Clark indicated Nick Pizzo has completed the seeding at the Old School Road parcel. Pizzo & Associates is also waiting for the weather to be ideal to complete the prescribed burn at Whippoorwill Farm Preserve.

c. Update on Riverside Maintenance for the Two Light Pillars and a Parking Pad

Trustee Clark added a parking pad expenditure will be included in next year's budget for the Riverside parcel. The parking pad will be placed along Alexandra Drive to allow any village hired contractor to access the Riverside parcel and not block the subdivisions main road.

d. Update on Placing a Welcome Sign at Everett Pond Parcel

Trustee Clark stated a welcome sign was being considered at the corner of the Savanna parcel open area. The Committee had no interest.

e. Other Matters

4. Public Safety

a. Other Matters

Trustee Towne added the village has been very quiet. Traffic counts are being reported lower by the Village of Lincolnshire. Trustee Towne reminded the residents to lock their cars and keep an eye on neighbors.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher stated the Zoning, Planning and Appeals Commission have several cases to be heard this year. Their first meeting will be held on March 4th.

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Quarterly Newsletter

Mayor Urlacher stated the Village Clerk and Administrator are working with Linda Gardner Phillips on the next quarterly newsletter. The Village Attorney has asked the Building Code be added to this month's newsletter. Trustees, please feel free provide any content as you feel fitting to be communicated. The newsletter will be sent out later this month.

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 Statistic

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 the fire safe cabinets have been delivered to the storage room and the office. We will commence organizing the files into the cabinets. The Lake County Municipal League breakfast will be held on February 15th please let Village Administrator Florip if you are interested in attending.

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.

- a. Approval of Lowest Bidder Dunlap Tree Experts for the 2024 Right-of-Way Tree and Stump Removal Project in the Amount of \$13,995
- b. Approval of the Second Amendment to the Haraden Farms and Stable Inc, License Agreement for the 2024 Harvest

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

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.

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 Pelech 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 7:12 p.m.

Sandy Gallo, Village Clerk