

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 FEBRUARY 18, 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 January 21, 2025

The Village Board reviewed the Regular Board meeting minutes of January 21, 2025. It was moved by Trustee Armstrong and seconded by Trustee Maier that the minutes of the Regular Meeting Minutes of January 21, 2025 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 \$357,822.06.

Trustee Maier added the last principal amount of \$181,000 of the village loan was paid off. The village is now debt free.

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

Sikich Representative, Laura Babula presented the January 31, 2025 Treasurer’s Report. Ms. Babula indicated cash balance is lower from the previous month due to the payoff of the loan amount of \$1.2 million. The net loss this month is due to the loan payment. The expenditures are consistent to the prior months, no large expenses were reported.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the January 31, 2025 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

Matt and Kourtney Witten at 699 N Bradley Road submitted a letter to the Mayor and Board of Trustees on February 18th regarding the ditch proposal. The Witten’s letter voiced their concern of Old School Road ditch being prioritized over the proposed ditch plans at the MacLean Preserve at Oasis Park from the 2016 water study. The full letter can be obtained from the Village Clerk.

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

- a. Update on the Village’s Draft Budget for FY2025-2026

Village Administrator Florip indicated she worked with the Committee Chairman to draft their budgets. Next month, the full budget will be presented with the Committees adjusted amounts. Trustees Maier added this budget includes six months of expenditures.

- b. Other Matters

2. Public Works Committee

- a. Recommendation of the DK Contractors for the Old School Road Ditch Maintenance in the Amount of \$211,468

Trustee Smolic stated this proposal is contentious. Trustee Smolic remarked, let begin that the village has \$16 million in cash. The village has about \$50 million in land and should be focused on improvements for roads, culverts, and ditches, which are their assets. It is the responsibility of the Public Works Committee to maintain these assets and keep them fully operating. The village should have a functioning water infrastructure. Old School Road has a safety issue due to the shoulder limitation. This road's limiting shoulders could result in further cars falling into the ditch. A number have already driven into ditch. The ditch is eroding due to high water flowing to the end. Another issue is the causing continuous standing water and mosquitos. Trustee Smolic indicated he has taken photos and videos in the summer of standing water in the hot summer. This proposal will address the safety matter, the shoulder, and the erosion of the ditch. The ditch will have a 2-foot bottom. This construction will be an investment. Trustee Smolic added he has completed a 10-year forecast in the Finance Committee with other capital projects and this project, the village will still have \$8 Million in the account. Not completing this project is negligence on the part of the village in not maintaining their infrastructure.

Resident, Mike Pelech at 15565 W. Old School Road stated he disagreed with Trustee Smolic for spending money on a project that looks frivolous. Mr. Pelech indicated he did not want to see wider shoulders be constructed. Mr. Pelech added no did not notice water sitting in the ditch areas during the summer. Trustee Smolic replied he recorded and photographed various days of sitting water during the hot summer days. Trustee Smolic added the new ditch plan will flood less to improve the erosion.

Resident, Brad Buell at 15290 W. Old School Road asked if the \$209,000 was the total cost with engineering. Trustee Smolic replied yes. Mr. Buell asked if any subcontractors would be working on this project. Village Engineer Scott Anderson said the village does not need to know this information as part of bid. The bidder only needs to be insured. Mr. Buell asked what triggered this project as the Hey & Associates study did not mention this road as a flooding area. Village Engineer Scott Anderson stated Hey & Associates knew the of the problem areas prior to their resident studies. Mayor Urlacher remarked Hey & Associates did completed a review of the W. Old School Road after the resurfacing of St. Marys Road. They reported no issues. Mr. Buell reported W. Old School Road ditch was flowing well after a heavy rainfall. Erosion is at Barry McLean's property. Trustee Towne stated he spoke to resident Bob Price and he had no issues to report on flooding. Trustee Clark asked when was the last time the ditch area along W. Old School Road was worked on. Village Engineer Scott Anderson replied in 2012, they did a straight-line grade culvert to culvert. Trustee Smolic added our roads are traveled more often than before by delivery trucks. Shoulders are crucial. Trustee Towne added the bus rider incident was due to him trying to complete a turnaround on the pavement. Trustee Smolic added the character of the village has been maintained but we need to continue to maintain its infrastructure and the village has the means to do the work. Trustee Towne indicated the residents along the west side of Old School Road have never reported to him that they have experienced flooding. The Crest subdivision has a retention pond. Trustee Clark remarked she has videos of flooding occurring on Old School Road too. Mr. Buell stated if the issue is standing water and mosquitos, the village can order additional services from Clarke Mosquito treatments. Mr. Buell asked if the issue is at Barry MacLean's property included water not flowing properly.

b. Update on the Maintenance and Capital Improvement Items for FY2025-2026 Budget

Trustee Smolic stated the budget is a work in progress.

c. Other Matters

Trustee Smolic stated he wanted to address the Witten's letter. Trustee Smolic indicated he has been a Trustee for less than two years. The MacLean Preserve at Oasis Park water study has been going on for about seven years. Hey & Associates did a water study and indicated it could be reasonable to say the village would receive 80% of the \$1M estimated cost of building a retention pond. Hey & Associates submitted an application on behalf of the village. The likelihood of being funded for this project has diminished. Trustee Smolic stated Hey & Associates has been asked to reengineer the water drainage in the Witten's neighborhood for a budget of \$250,000. The major culvert in front of the Witten's property was repaired last summer and the culvert at the Witten's driveway was replaced.

3. Parks and Recreation Committee

a. Recommendation to Approve Davey Tree Company Proposal for the Tree Inventory at MacLean Preserve at Oasis Park in the Amount of \$250

Trustee Clark stated the tree inventory will capture the species of tree at this location. The Committee approved of this proposal.

b. Recommendation to Approve Davey Tree Company Proposal for the Oak Trees Treatment at Whippoorwill Park in the Amount of \$6,475

Trustee Clark indicated this proposal is part of the contract to treat the Oak trees at Whippoorwill Park. The Committee approved of this proposal.

c. Recommendation to Approve Davey Tree Company Proposal for the Removal of Dead Trees at Oak Hill Lane in the Amount of \$12,750

Trustee Clark added this proposal will allow the standing and laying dead trees at Oak Hill Lane to be cleared. The Committee confirmed of this project.

d. Recommendation to Approve Davey Tree Company Proposal for the Oak Trees Treatment at Oak Hill Lane in the Amount of \$7,324

Trustee Clark stated the Oak trees will be treated after the dead trees have been cleared.

e. Update on the Maintenance and Capital Improvement Items for FY2025-2026 Budget

Trustee Clark indicated she will continue to work with Mandi on the budget.

f. Recommendation to Approve Signarama Proposal for a Trail Sign Replacement in the Amount of \$1,039

Trustee Clark stated the Tindall trailhead at the corner of Bradley Road and Old School Road was smashed when ComEd was replacing a utility pole. As a result, a new sign is being ordered.

g. Other Matters

Trustee Towne asked the Village Attorney Rhodes if he had any issues with the various Davey Tree Company proposals exceeding \$25,000. Village Attorney Rhodes replied he did review these proposals and he had no issues. Village Attorney Rhodes added the same services should be combined as one proposal. The outcome resulted under the bid limit. However, the various projects are different in nature so no issues on this matter. Trustee Smolic asked if a project is six months apart, does it still need to be bid out. Village Attorney Rhodes replied yes, the project should be considered as its entirety.

4. Public Safety

a. Other Matters

Trustee Towne added the village is doing well with Lake County and Lincolnshire patrolling the area. No issues to report. Trustee Towne asked Village Administrator to obtain the amount Lincolnshire has received on tickets they have issued. Village Administrator Florip will follow-up to provide next month.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Zoning, Planning, and Appeals Commission of the Village of Mettawa will conduct a public hearing under Case No. 25-V-1 at 7:00 p.m. on March 4, 2025, regarding the application of Sangston and Carey Walmsley Woodruff. The Applicants seek a variation from Section 15.403 of the Village of Mettawa Zoning Ordinance, which requires a minimum rear yard setback of seventy-five (75) feet, to permit a tree house and deck to be located ten feet (10) feet from the rear lot line on the property located at 14655 Westwoods Lane.

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Discuss the Security Service Agreement for Howe Security Inc

Mayor Urlacher stated the Village Attorney had updated the Howe Security agreement to comply with all laws and the village insurance requirements. The contract will run through the end of the year.

b. Recommend the Village of Lincolnshire Contract Hourly Rate Increase

Mayor Urlacher indicated the Lincolnshire Police Department has requested an hourly rate increase going from \$121.86 to \$124.52, which is a 2.2% increase.

c. Update of the Comprehensive Plan

Mayor Urlacher stated Teska has begun their interviews with business partners and residents. The process will also include meeting with the Board and the ZPA. The first meeting will be held on Tuesday, March 18th. The goal of the meeting is to discuss the village's conditions that Teska has observed so far and gather your input. This meeting should be about an hour.

d. Building Report

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

e. Monthly Traffic Enforcement Statistic

Mayor Urlacher thanked the Village of Lincolnshire for the submitted monthly breakdown for traffic enforcement and we place it on file.

f. Other Matters

Trustee Pelech stated Liz Leonard received her Get Well flowers from the Board and appreciated the gift.

g. Village Administrator's Report

Village Administrator Florip indicated the municipal breakfast has been postponed. A new date will be announced at a later date. No LGDF increase is to be expected this year. Lincolnshire will be having their annual open house and more details will follow as the day gets closer.

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 DK Contractor for the Old School Road Ditch Maintenance in the Amount of \$211,468

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve DK Contractor for the Old School Road ditch maintenance in the amount of \$211,468.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Clark and Smolic

Nay: Trustees Maier, Pelech, Towne and Mayor Urlacher

Mayor Urlacher declared the motion denied.

- b. Approval of Davey Tree Company Proposal for the Tree Inventory at MacLean Preserve at Oasis Park in the Amount of \$250.

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the Davey Tree Company proposal for the tree inventory at MacLean Preserve at Oasis Park in the amount of \$250.

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.

- c. Approval of Davey Tree Company Proposal for the Oak Trees Treatment at Whippoorwill Park in the Amount of \$6,475

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the Davey Tree Company proposal for the Oak trees treatment at Whippoorwill Park in the amount of \$6,475.

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 Company Proposal for the Removal of Dead Trees at Oak Hill Lane in the Amount of \$12,750

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the Davey Tree Company proposal for the removal of dead trees at Oak Hill Lane in the Amount of \$12,750.

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.

e. Approval of Davey Tree Company Proposal for the Oak Trees Treatment at Oak Hill Lane in the Amount of \$7,324

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve the Davey Tree Company proposal for the Oak trees at Oak Hill Lane in the amount of \$7,324.

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.

f. Approval of Signarama Proposal for the Trail Sign Replacement in the Amount of \$1,039

A motion was made by Trustee Maier and seconded by Trustee Armstrong to approve of Signarama proposal for the trail sign replacement in the amount of \$1,039.

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.

g. Approval of the Security Service Agreement for Howe Security Inc

A motion was made by Trustee Pelech and seconded by Trustee Towne to approve the Security Service Agreement for Howe Security Inc.

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.

h. Approval of the Village of Lincolnshire Hourly Rate Increase to \$124.52

A motion was made by Trustee Pelech and seconded by Trustee Towne to approve the Village of Lincolnshire hourly rate increase of \$124.52.

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 Armstrong and seconded by Trustee Pelech. 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 8:03 p.m.

Sandy Gallo, Village Clerk