

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 APRIL 15, 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, Brian Levere

Resident: Matt Witten

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of March 18, 2025

The Village Board reviewed the Regular Board meeting minutes of March 18, 2025. It was moved by Trustee Towne and seconded by Trustee Armstrong that the minutes of the Regular Meeting Minutes of March 18, 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

Absent: 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 \$147,877.51. A stop payment was made for a tax rebate check and a new check will be issued.

It was moved by Trustee Maier and seconded by Trustee Armstrong 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

Absent: None

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

E. TREASURER’S REPORT

Sikich Representative, Brian LeFevre presented the March 31, 2025 Treasurer’s Report. Mr. LeFevre indicated interest rates are lower from last month. The tax revenue is higher from last month. The expenses are in line with the budget.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the March 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

Absent: None

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

1. Proposed Village of Mettawa Budget for FY2025-2026

Mayor Urlacher opened the public hearing to present the Village’s FY2025-2026 budget.

It was moved by Trustee Towne and seconded by Trustee Maier to open the public hearing at 7:04 pm.

Upon a call of the roll, the following voted:

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

Absent: None

Mayor Urlacher declared the motion carried.

The notice of the public hearing was published in the Daily Herald on March 27th as required by law. No questions were asked of the budget presented.

It was moved by Trustee Towne and seconded by Trustee Smolic to close the public hearing at 7:08 pm.

Upon a call of the roll, the following voted:

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

Absent: None

Mayor Urlacher declared the motion carried.

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 Salt Purchase for FY2025-2026

Trustees Maier indicated the Committee discussed the quantity purchased for the season. Village Administrator Florip provided a memo detailing the quantity breakdown.

b. Recommendation for a Contract Renewal with Morton Salt at \$86.95 a Ton

Trustee Maier indicated the Committee approved of the renewal contract with Morton Salt.

c. Recommendation to Approve the Klein, Thrope, and Jenkins, Ltd. Fee Increase

Trustee Maier stated the Committee approved of the requested fee increase.

d. Update on the FY2024-2025 Audit

Village Administrator Florip indicated a meeting was held with Sikich Audit team. They will be sending a letter to all the village members a Fraud Inquiry letter that will need to be filled for the audit. The audit portal has been opened to commence the process.

e. Recommendation to Approve Sikich LLP Accounting Services Statement of Work

Trustee Maier said part of the Accounting Team can provide the auditors information directly. This has also ensured our auditor to receive information quickly.

f. Update on the Discussion of Increasing the Tax Rebate Program Amount for 2025

Trustee Maier stated the Committee discussed the suggestion of adding \$100,000 to the tax rebate amount.

g. Recommendation to Approve the Village Budget for FY2025-2026

Trustee Maier indicated the Committee reviewed the budget and we approve of it.

h. Other Matters

2. Public Works Committee

a. Update of the ILM Stormwater Structure Evaluation

Trustee Towne indicated this recommended work is for the subdivisions, but it was not approved at the Committee meeting. This will be discussed at a later time.

b. Update of the MacLean Preserve at Oasis Park Capital Improvement Drainage

Trustee Towne stated a Zoom call will be held with Dave Kraft to discuss the next steps.

c. Update on the Seawall Unlimited Proposal for a Steel Wall at 15330 Old School Road

Trustee Towne stated a retainer wall will be further discussed with the resident, Barry MacLean before approving this proposal at the next committee meeting.

d. Update on the Maintenance and Capital Improvement Item for FY2025-2026 Budget

Trustee Towne added the one change to the budget was the reduction of the shoulder maintenance of \$10,000.

e. Other Matters

3. Parks and Recreation Committee

a. Recommendation to Approve Davey Tree Experts for the Tree Removal Stumps at Oak Hill Lane in Amount of \$4,320

Trustee Clark stated the Mayor asked to obtain a proposal to remove the stumps and dead trees at this village parcel.

b. Recommendation to Approve Dunlap Lawn Service Proposal for the 2025 Parks Maintenance in the Amount of \$20,460

Trustee Clark indicated we received the parks maintenance agreement from Chris Dunlap. The Committee reviewed it and approved of the annual amount.

c. Update on the New Trail Signs from the State Legislature

Trustee Clark added we are waiting for direction as the rewording for the trail signs indicates “at the highway” may impact us differently. We will wait for further information.

d. Update on the New Turtle Crossing Signs for Old School Road

Trustee Clark stated two permanent signs have been ordered for Old School Road.

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

Trustee Clark stated the budget had no changes.

f. Other Matters

Trustee Clark added the village received 25 free trees from the ComEd program. Pizzo and Associates have been working at the Old School Road parcel. The new Tindall trail sign has been replaced.

4. Public Safety

a. Other Matters

Trustee Towne stated Howe Security had hired a new member for Mettawa's patrol, Don Stringer. Lincolnshire speeding number look lower from prior months.

5. Zoning, Planning and Appeals Commission Report

- a. Other Matters

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

- a. Village Picnic Date

Mayor Urlacher stated the annual picnic is scheduled for Saturday, August 23rd from 11:00-2:00 pm.

- b. Discuss the Tech 151 Agreement

Mayor Urlacher stated Joe Siepka has been with the village since 2013. He has changed his name to Tech 151. Joe has requested a pay increase.

- c. Resolution to File the Expenditure for Rebuild Illinois Funding

Mayor Urlacher stated in 2020 the village was awarded \$36,000 and it was spent on crack sealing. This resolution is necessary to close the documentation required by the state.

- d. Update Website Pictures Next Month

Mayor Urlacher indicated the photographer had a conflict and has rescheduled for June 17th meeting.

- e. Building Report

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

- f. 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.

- g. Other Matters

- h. Village Administrator's Report

Village Administrator Florip stated Commander Wattson from Lincolnshire will be here next month to provide us his report. The Comprehensive Plan workshop will continue in June. Please be sure to file your Statement of Economics.

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.

Remove letters d and e from the consent agenda approval.

- a. Approval of the Contract Renewal with Morton Salt at \$86.95 a Ton
- b. Approve of the Klein, Thorpe, and Jenkins, Ltd. Fee Increase
- c. Approval of the Sikich LLP Accounting Services Statement of Work
- f. Approval of Dunlap Lawn Service Proposal for the 2025 Parks Maintenance in the Amount of \$20,460
- g. Approval of IT Service Agreement with Tech 151
- h. Approval of the Resolution to File Rebuild Illinois Funding

A motion was made by Trustee Armstrong and seconded by Trustee Pelech to approve the consent agenda.

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 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

- e. Approval of Davey Tree Experts for the Tree Removal Stumps at Oak Hill Lane in the Amount of \$4,320

A motion was made by Trustee Armstrong and seconded by Trustee Maier to approve

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.

- d. Approve of the Ordinance Adopting the Annual Budget for FY2025-2026

A motion was made by Trustee Maier and seconded by Trustee Towne to approve the ordinance adopting the annual budget for FY2025-2026.

Trustee Maier indicated during the Finance Committee it was suggested to increase the tax rebate by \$100,000. We will hold at this increase amount until we see the 2026 taxes outcome. Trustee Towne added this amount is justifiable, as the residents have been impacted with their real estate taxes. The capital budget this year is conservative. Trustee Smolic commented we continue to look at our 10-year affordability projects for roads and capital, with this increase we will still have a surplus amount. Trustee Smolic added this increase will help support our residents and they will appreciate it. Trustee Pelech agreed with the increase. Mayor Urlacher stated a tax rebate increase has not been approved since 2021. The Mayor's addressed his concern of having a high rebate and in the future needing to reduce the number and the impact it would have on the residents. Trustee Maier added the Board should also consider other ways in which we can bring value to our residents outside of increasing the rebate. Trustee Smolic replied we did explore providing hydrants for areas that did not but it resulted to be too costly, nor could we get funding. Trustee Towne said the Board has been fiscally responsible. Treasurer Amy Weiland said we can reduce the amount if we need too and the residents would understand.

A consensus was taken for 3 voted for \$50,000, 3 voted for \$100,000. The Mayor voted for \$100,000.

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 Towne to approve the Amended ordinance adopting the annual budget for FY2025-2026 to include \$850,000 for the Tax Sharing amount from \$750,000 to \$850,000 on page 3.

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 Towne to approve the Amended ordinance adopting the annual budget for FY2025-2026.

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 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

Absent: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:50 p.m.

Sandy Gallo, Village Clerk