

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 JUNE 17, 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, Smolic, Towne, Witten 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 Lefevre

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of May 20, 2025

The Village Board reviewed the Regular Board meeting minutes of May 20, 2025. It was moved by Trustee Towne and seconded by Trustee Maier that the minutes of the Regular Meeting Minutes of May 20, 2025 be approved and be placed on file.

Upon a call of the roll, the following voted:

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

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 \$122,848.82.

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, Smolic, Towne and Witten

Absent: None

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

E. TREASURER'S REPORT

Sikich Representative, Brian LeFevre presented the May 31, 2025 Treasurer’s Report. Mr. Lefevre indicated interest rates are currently reflecting at 4.4%, resulting in \$59,000 of interest.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the May 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, Smolic, Towne, Witten

Absent: 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. Recommendation of the Tax Rebate Ordinance

Trustee Maier indicated a Tax Rebate posting has been established on the website. Currently, there are two residents that are ineligible for the rebate program. Letters will be sent to each resident regarding their disqualifying issues to have them resolve their matters prior to November’s deadline.

- b. Other Matters

2. Public Works Committee

- a. Recommendation of Hey & Associates, Inc. Proposal at the MacLean Preserve at Oasis Preserve Stormwater Management in the Amount Not to Exceed \$12,000

Trustee Towne indicated this proposal is for a new design plan for the stormwater management to be done in 30-days by Hey & Associates. Dave Kraft has agreed this design work can be completed within this period which will allow us to go out to bid quicker.

- b. Other Matters

3. Parks and Recreation Committee

- a. Update of the Petersen Excavating Construction of the Parking Pad at Riverside

Trustee Clark stated this project has been delayed due to the heavy rainfall. Petersen Excavating will commence on this parking pad once the ground is dryer.

b. Other Matters

Trustee Clark added Pizzo & Associates have reported they will be visiting MacLean Preserve at Oasis Park to clear-up around the MacLean's bench area that has been crowded with weeds.

4. Public Safety

a. Other Matters

Trustee Towne stated a few false alarms have been reported to Lake County Sheriff's Department due to faulty wiring around resident's patio doors. Trustee Towne added Lincolnshire's presence in the Village has been significant impactful as their statistical report confirms it with the reduction of speeding cars.

5. Zoning, Planning and Appeals Commission Report

a. An Ordinance Approving a Plat of Consolidation for 15141 N. Little St. Mary's Road, Mettawa IL (11-27-401-053)

Village Attorney Rhodes indicated this plat of consolidation was recommended by the Commission

b. An Ordinance Granting a Variation from Section 15.802(A)(2)(a) of the Mettawa Zoning Ordinance for Property Commonly Known a 15141 N. Little St. Mary's Road, Mettawa (John Novak)

Village Attorney Rhodes commented this request for variation was sought for an accessory use. The current Zoning Code accessory structure allows up to 3% of total lot area, the new structure will be 3.9%, The Subject Property will be .9% over the maximum requirement of the new floor area ratio standard adopted in 2023. The applicant will build a barn for equipment, therapy pool and a garage that will be detached. John Novak stated he appreciated the approval of his application. Trustee Smolic asked why the garage and house be considered as two buildings. Village Attorney Rhodes remarked the two building are not going to be attached.

c. Other Matters

I. BUSINESS FROM THE BOARD FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON:

1. Mayor's Report

a. 2025 First Review of Executive Session Minutes

Mayor Urlacher stated as required by state law that the Village reviews their Executive Session minutes two times each year for a possible release. At this time, no minutes will be released.

b. Agreement Renewal with Village of Lincolnshire

Village Administrator Florip commented that the Lincolnshire agreement will be renewed this month. A conversation was had with Commander Watson regarding filling the monthly hours. Commander Watson indicated his officers enjoy working in Mettawa and filling shifts is never an issue. Village Administrator Florip added an additional cost was included as an assessment was taken on the vehicles being used to patrol the village as they do require maintenance. This agreement is being renewed for 3-years.

c. Appointment of Zoning, Planning and Appeals Commission Member

Mayor Urlacher indicated he would like to appoint Dan Gooris to the ZPA. Dan grew up in Skokie. They raised their family there. Dan and Tina moved to Mettawa in 2014 to be closer to their kids and grandkids who all live in Libertyville. Dan was a member of the Lincolnwood Police Department from 1976 until 2006. He retired as Chief of Police. He also worked at North Park College until 2020 as the Director of Campus Safety and Auxiliary Services. In his free time, Dan served as a college softball coach for 18 years. He likes playing men's adult senior baseball, winning 11 national championships since 1992.

The consensus was taken to appoint Dan Gooris for a four-year term appointment as a Commissioner. The Board members approved of the following appointment.

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

Mayor Urlacher added next week the office will be closed on Thursday, July 3rd and Friday, July 4th for the Holiday.

g. Village Administrator's Report

Village Administrator Florip stated the state budget has passed and I will communicate any impacts to Mettawa as needed. The audit is moving along. Brothers Asphalt will be resurfacing Little Melody Lane, in the next week or so. They will be visiting Mettawa for our two projects. Village Administrator Florip added she has been communicating with AbbVie about their employees not utilizing the ashtrays along the trail.

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 an Ordinance Declaring Surplus Funds and Directing Local Tax Reimbursement Pursuant to the Illinois Fiscal Responsibility Law and the Village's Home Rule Authority
- b. Approval of Hey & Associates, Inc. Proposal at the MacLean Preserve at Oasis Preserve Stormwater Management in the Amount Not to Exceed \$12,000
- c. An Ordinance Approving a Plat of Consolidation for 15141 N. Little St. Marys Road Mettawa, IL (11-27-401-053)
- d. An Ordinance Granting a Variation from Section 15.802 (A)(2)(a) of the Mettawa Zoning Ordinance for Property Commonly Known as 15141 N. Little St. Marys Road, Mettawa (John Novak)
- e. Approval of the Resolution Approving the Release of Certain Executive Session Minutes of the President and Board of Trustees of the Village of Mettawa, Illinois
- f. Approval of Village of Lincolnshire and the Village of Mettawa Agreement for the Police Traffic Enforcement

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

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Maier and seconded by Trustee Towne to approve the omnibus vote.

Upon a call of the roll, the following voted:

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

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, Smolic, Towne and Witten

Absent: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:18 p.m.

Sandy Gallo, Village Clerk