

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 20, 2026, 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; Sikich Representative Laura Babula

Residents in Attendance: Jordan McGee, Robert Baum, Stephan and Cindy Blandin

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of December 16, 2025

The Village Board reviewed the Regular Board meeting minutes of December 16, 2025. It was moved by Trustee Towne and seconded by Trustee Armstrong that the minutes of the Regular Meeting Minutes of December 16, 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 the invoices and deemed them to be correct for payment.

As a result, the total bills amount for this month is \$ 138,939.51.

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, Smolic, Towne and Witten

Absent: None

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

E. TREASURER’S REPORT

Sikich Representative Laura Babula presented the December’s report. Ms. Babula reported Mettawa cash flow continues to grow. This month the Cash Balance is being reflected from \$18.3M to \$18.4M, creating a Net Income of \$260,734.00 for the month.

It was moved by Trustee Maier and seconded by Trustee Witten that the Board acknowledge receipt of the December 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 and 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

Mr. Stephen and Cindy Blandin are property owners in Riverside Preserve. They own four parcels in the subdivision. They will be building their home at 4 Hickory Drive. Mrs. Blandin intention to speak today was to ensure all of the Board members were aware of the situation at Riverside Preserve. Mrs. Blandin indicated Riverside Preserve subdivision currently has a civil claim against Mr. Mendez. An elevation increase was built that was not part of the original approved plans. The owner also had 200 truckloads of dirt dumped on to the parcel. Grading and erosion on the parcel are currently being addressed. The Judge has ordered the property owner to remove all the additional dirt surrounding the perimeter of the house. Mrs. Blandin added now the current concern from the dirt being removed, is that the house is not stable and could possibly collapse. The Judge has emphasized to the resident if the court orders were not followed accordingly, he will be placed in jail. New construction plans have been submitted for the elevation. The HOA would like to see the documents and approve of the new plans. However, Mrs. Blandin indicated the new plans are being approved without the HOA consent. The next court date is January 28th. Mrs. Blandin added if this case does go to trial, the village will need to participate in the case.

Mr. Blandin indicated the HOA has incurred hundreds of thousands of dollars in litigation costs defending the HOA against the resident. During the hearing, the Judge had inquired what involvement the village had during this build. A FOIA was submitted and documents have been received. Village Attorney Rhodes replied when Mr. Mendez began his home, no HOA was formed. Mr. Walter Kotaba was the sole representative of the subdivision. Mr. Kotaba’s communication has not been clear during this process. Mrs. Blandin indicated she disagreed and she had supporting emails. Mrs. Blandin added the change to the original plans were the berm. Village Attorney

Rhodes stated Mr. Kotaba approved the permitted plans and a permit was issued accordingly. The drainage was not done correctly; therefore, the Village issued a stop work order. Mrs. Blandin added yet, the concrete was poured. The Mayor thanked the Blandin's for attending and stated that this matter was not going to be resolved at this meeting.

2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

a. Review the Outstanding Tax Rebate Checks

Trustee Maier stated the village sent out 157 rebate checks. We currently have 2 outstanding. One check has been issued a stop payment and will be reissued.

b. Other Matters

2. Public Works Committee

a. Update of the Private Retention Ponds Inlet and Outfalls and Maintenance Required

Trustee Towne indicated this study was done in 2015 by ILM. The village updated this report and added the Crest pond. The results from the assessment done by James Anderson was the drainage areas are operating well. The findings and recommendations for all location will be sent to each HOA for their awareness. This report will be updated every three years.

b. Discuss any Follow-up Items from the Construction of the Swale at MacLean Preserve at Oasis Park

Trustee Towne indicated the area is draining well. This area will require once a year mowing around the swale to ensure nothing gets clogged.

c. Discuss Fiscal Projects for the Upcoming Budget

Trustee Towne indicated the Committee is currently discussing next year's projects.

d. Other Matters

3. Parks and Recreation Committee

a. Update on the Village's Park Trees Trimming and Removal Projects

Trustee Clark stated she spoke to Chris Dunlap, and he was working on repairing some of his equipment. The small tree removal and tree trimming will be done by the end of February.

b. Update on the New Open Fence at Whippoorwill Park West of the Main Driveway

Trustee Clark commented Whippoorwill Park has two small areas that have a wooden fence and a chain link. Trustee Witten is obtaining proposals on replacing these two fences.

c. Discuss Fiscal Projects for the Upcoming Budget

Trustee Clark added the Committee is discussing which projects will be completed for the upcoming fiscal year.

d. Other Matters

4. Public Safety

a. Other Matters

Trustee Towne commented a few trees fell during the high winds we experienced. Asplundh Tree Experts removed a fallen tree that was on a wire on Little St. Mary's Road. Trustee Town added during the ice storm a number of fender benders occurred throughout the village. Trustee Towne indicated he will continue to communicate with Milieu Design about the timing of clearing the snow. They have not cleared the snow in a timely manner. A resident complaint about cars not stopping at the intersection of Meadowood's Lane and Old School Road. We have since asked Lincolnshire to monitor this intersection to keep our residents safe.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher noted that the February ZPA meeting has been cancelled, as there are no cases to be heard.

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

1. Mayor's Report

a. Website Update

Mayor Urlacher indicated he would like to request your approval to spend \$1,600 for SSG Consulting to update the village website. The update will be to create new tables for agendas and meeting minutes.

b. Quarterly Newsletter

Mayor Urlacher stated the Village Clerk Gallo and Village Administrator Florip are working with Linda Gardner Phillips to produce the quarterly newsletter. The newsletter will be out at the end of the month.

c. 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

g. Village Administrator's Report

Village Administrator Florip stated the annual salt purchase has been made. The Legislative breakfast was contentious. All of the Board members have been certified and later she will remind them to submit their Statement of Economic interests.

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 for SSG Consulting to Create New Tables for Agendas and Meeting Minutes on the Village Website in the Amount of \$1,600

A motion was made by Trustee Towne and seconded by Trustee Maier 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

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 Towne 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 7:19 p.m.

Sandy Gallo, Village Clerk