MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON MARCH 18, 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: Chris Epstein, Jordan McGee, Pam Fantus

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of February 17, 2026

The Village Board reviewed the Regular Meeting Minutes of February 17, 2026. It was moved by Trustee Towne and seconded by Trustee Smolic that the minutes of the Regular Meeting Minutes of February 17, 2026, 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 found them to be appropriate.

As a result, the total bills amount for this month is $ 129,081.60.

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:
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 February's Treasurer Report. Ms. Babula reported the bank account balance went from $18.4M to $18.6. After the Revenue and Expenses are considered, the Net Income is $325,157. Trustee Maier stated next month the Board will be able to review the Grocery Tax impact for the projected revenue.

It was moved by Trustee Maier and seconded by Trustee Armstrong that the Board acknowledge receipt of the February 28, 2026, 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
2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

a. Update on the Village's Draft Budget for FY2026-2027

Trustee Maier stated the draft Budget was reviewed and one amount was adjusted. The Sales Tax Other was lowered from $1.7M to $1.4M due to the Grocery Tax impact.

b. Other Matters

2. Public Works Committee

a. Recommendation to Approve the Proposal from Dunlap Lawn Service for the Village's Right-of-Way Maintenance in the Amount of $47,125

Trustee Towne stated Dunlap Lawn Service has provided Mettawa a two-year agreement for the right-of-way mowing for $47,125. The Committee approves of the proposal.

b. Finalized the Maintenance and Capital Improvement Items for FY2026-2027 Budget

Trustee Towne remarked the Committee has reviewed the expense line items and capital projects projected for the upcoming fiscal year and approves of it.

c. Other Matters

3. Parks and Recreation Committee

a. Recommendation to Approve Rustic Wood Fencing for the New Open Fence at Whippoorwill Park in the Amount of $2,749.26

Trustee Clark stated Trustee Witten worked on obtaining three-proposals for the replacement fence at Whippoorwill Park. During the Committee meeting, we discussed the various proposals and agreed on the Rustic Wood Fencing. The Committee recommends this contractor to be approved.

b. Recommendation to Approve Dunlap Lawn Service for the Village's Parks Maintenance for Two-Years, Each Year in the Amount of $26,735

Trustee Clark indicated Dunlap Lawn Service has also extended a two-year agreement for the village's lot maintenance. This year's agreement includes Riverside and Old School Road parcels to be mowed as needed.

c. Recommendation to Go Out to Bid After Legal Review for the Old School Roal Trail

Trustee Clark stated the bid opening date will be set once Village Engineer has completed the bid specification document. Once finalized, the document will be provided to Village Attorney Rhodes to be viewed prior to going out to bid.

d. Finalize the Maintenance and Capital Improvement Items for FY2026-2027 Budget

Trustee Clark added the Committee reviewed the anticipated expenses and Old School Road trail maintenance as a capital project. The Committee approves of the budget being presented.

e. Other Matters

Trustee Clark remarked she would like to receive a consensus from the Board, if she should obtain proposals for treatment for the Oak Trees within the village lots. The Village Administrator Florip called the Lake County Forest Preserves to determine how they handle their tree treatments. Lake County does inject up to 300 trees a year to treat trees along the trails. Trustee Clark indicated the injections are a maintenance for the big trees. Trustee Smolic indicated he approves of the injection treatment as long it's done to the larger trees and done every three-years. Trustee Towne stated he did not approve of injecting the trees. He noted that trimming the trees would be more beneficial. The Consensus was 3-3. The Mayor was the tiebreaker, an Aye.

Resident, Pam Fantus asked what type of treatment is being used on the trees. Mrs. Fantus indicated her trees are only treated when the trees are showing a disease infection.

4. Public Safety

a. Other Matters

Trustee Towne commented on Friday a resident had a scheduled control burn, and the burn got out of control. The Fire Department responded quickly with their trucks with water, given this location

has no hydrants nearby. Trustee Towne reminded anyone who is considering a property burn to monitor the weather for winds before attempting this process.

Trustee Towne added the heavy rains and winds storm had caused a few trees to fall over. One tree fell onto a wire along Old School Road. ComEd arrived and turned off the power and removed the tree from the line. The whole process went smoothly.

Trustee Towne stated a high-speed chase car occurred on the tollway. They caught him on Peterson after his tires were blown out.

Trustee Towne added the Tollway have staked the fence along the expressway. They will be treating both sides of the fence.

Trustee Towne stated several light poles along Riverwoods Boulevard are not working. They are currently being repaired.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher noted that the April 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. Discuss Proposed Special Service Area 16

Mayor Urlacher stated an ordinance has been provided in the Board packet of the establishment of Special Service Area Number 16. This ordinance will impose a new tax to pay the cost of providing services in that area. Property Owners, Chris Epstein and Jordan McGee are located at 25185 Shagbark Road. Their property borders both Shagbark Road and Nektosha Way. Their current road access is Shagbark Road; however, they would like to have access to Nektosha Way. As a result, they have agreed to contribute to the maintenance of Nektosha Way through an SSA. A hearing is required for an SSA, which if approved today, will occur next month.

Village Attorney Rhodes indicated this newly formed SSA will be the sole parcel to share the maintenance for Nektosha Way. Currently Mr. Lys pays into SSA#11 for an eight-unit development utilizing Nektosha Way road maintenance. As a result, SSA16 will be 1/9 of the collection for the road maintenance. SSA#10 is responsible for improvement to be done. Mr. Lys requested the improvements not be done to the village standards at this time. Today's meeting includes the proposal of the ordinance and next month the public hearing will be approving the ordinance.

b. Lake Forest Beach Passes and Recreational Program

Mayor Urlacher stated the Lake Forest Beach parking permits will be on sale starting April 1st. The cost will remain at $85.00 per household. The Friday's News email will provide you instructions and application on how to apply for a pass.

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.

d. Lincolnshire 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.

e. Other Matters

f. Village Administrator's Report

Village Administrator Florip reminded the Board that their Statement of Economic Interest is due by May 1st. In addition, our audit will begin in the coming months. The Governor did propose a decrease of municipal funding in the budget.

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

a. Approval of the Proposal from Dunlap Lawn Service for the Village's Right-of-Way Maintenance for Two-Years, Each Year in the Amount of $47,125
b. Approval of Rustic Wood Fencing for the New Open Fence at Whippoorwill Park in the Amount $2,749.26

c. Approval of Dunlap Lawn Service for the Village's Parks Maintenance for Two-Years, Each Year in the Amount of $26,735
d. Approval to Go Out to Bid After Legal Review for the Old School Road Trail Project
e. Approval of an Ordinance Proposing the Establishment of Special Service Area Number Sixteen of the Village of Mettawa, Lake County, Illinois and the Imposition of a Tax at a Rate Sufficient to Pay the Cost of Providing Special Service in and for Such Area

A motion was made by Trustee Maier and seconded by Trustee Smolic to approve the consent agenda items a-e.
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.

A motion was made by Trustee Maier and seconded by Trustee Witten 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
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 Smolic 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 7:26 p.m.

Sandy Gallo, Village Clerk