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 AUGUST, 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 and Mayor Urlacher
Absent: Trustees Witten
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: Tom and Franziska Lys, Pam Fantus, Wes and Scott Polen

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of July 21, 2026

The Village Board reviewed the Regular Meeting Minutes of July 21, 2026. It was moved by Trustee Towne and seconded by Trustee Armstrong that the minutes of the Regular Meeting Minutes of July 21, 2026, be approved and be placed on file.

Upon a call of the roll, the following voted:
Aye: Trustees Armstrong, Clark, Maier, Smolic and Towne
Absent: Trustee Witten
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. One invoice is being added to the list, payable to Illinois Funds for the Village's motor fuel tax account. The state of Illinois issued Mettawa a check instead of an ACH for the July's funds in the amount of $1,935.17. As a result, the village will be issuing a check to Illinois Funds to deposit the funds into the appropriate account.

As a result, the total bills amount for this month is $ 235,253.78.

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:
Aye: Trustees Armstrong, Clark, Maier, Smolic and Towne
Absent: Trustee Witten
Mayor Urlacher declared the motion carried and the bills will be paid.

E. TREASURER'S REPORT

Sikich Representative Laura Babula presented July's Treasurer Report. Ms. Babula reported July cash amount received is $521,000. The expenses continue to trend lower than budgeted as a result, the net include is $56,133.00 for July.

It was moved by Trustee Maier and seconded by Trustee Towne that the Board acknowledge receipt of the July 31, 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 and Towne
Absent: Trustee Witten
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

Resident, Thomas Lys located at 25300 N. Nektosha Way stated he would like the village to assign him the option to mow and snowplow Nektosha Way. The current landscapers are doing an adequate job along the road. In addition, Mr. Lys has the equipment as he has been maintaining the road for the last 15 years. Mr. Lys asked that Nektosha Way be removed from the snowplowing service agreement, as he can clear the snow too. Mr. Lys stated he would like to remain in control of how Nektosha Way is maintained as they are the only residents who access this road.

2. Written Communications of Citizens to be Read

H. COMMISSION AND COMMITTEE AND OTHER REPORTS

1. Finance Committee

a. Update on the FY2025-2026 Audit

Trustee Maier stated the field audit has been completed. Draft reports have been done. The Village Attorney has not received the representation letter to be completed. However, the audit is on track to be presented in September.

b. Update on the 2026 Tax Rebate Program

Village Treasurer Weiland indicated 62 applications have been received, 43 have been approved. The applications are coming in slowly.

c. Update on the First Quarter Revenue

Trustee Maier noted that trustees can find a revenue spreadsheet within their packet, showing the quarterly number as $60K below the sales tax. Trustee Smolic and Ms. Babula worked on the revenue forecast with the consideration in 2026 reduction of the Grocery Sales Tax. The reduction of Grocery Sales Tax is expected to be $1.2M. However, the other revenue contributors are trending upward, which may reduce overall revenue loss.

d. Other Matters

Mr. Lys suggested that the village not invest their excess funds in long-term bonds due to the yield return. Trustee Maier responded the village's funds are invested according to the investment policy. The majority of the village's cash flow is in the Illinois Fund account which currently is receiving about 4.5% interest rates, resulting in $50K or $60K of interest per month. The operating funds are held in a Wintrust account.

Trustee Maier stated the Illinois Funds MFT had no inflow for the month. The State of Illinois Comptroller upgraded their software system and experienced ACH issues. The Comptroller therefore, issued checks for the month.

2. Public Works Committee

a. Other Matters – The Committee did not hold their August meeting.

Trustee Towne indicated the village shoulder maintenance have been completed. The swale project at the MacLean Preserve at Oasis Park will be completed once the grounds dry up.

3. Parks and Recreation Committee

a. Other Matters – The Committee did not hold their August meeting.

Trustee Clark stated Chicagoland Paving Company has completed the trail resurfacing along Old School Road. A small ditch area remains to be repaired and regraded when completed.

4. Public Safety

a. Other Matters

Trustee Towne commented that Lincolnshire's report shows that speeding has increased for the month. At the Residence Inn, a car accident occurred. A driver hit the gas pedal fiercely and they crashed into the building by the pool area. The area has been blocked off until the damages are accessed and repaired. No one was hurt in this incident.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher noted that the September 1st 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 the Pizzo and Associates, Ltd Enhancement Change to the Stewardship

Mayor Urlacher stated the stewardship enhancement location is being changed. The amendment is for work to be completed at the corner parcel off of Old School Road and St. Mary's Road in the amount of $5,500. The work includes brush clearing, enhancement seeding and plug planting.

b. Discuss the Two Dunlap Tree Experts Proposal for the Storm Cleanup of Trees and Debris

Mayor Urlacher indicated after the recent storms, Dunlap Tree Experts have been secured to cleanup some fallen dead trees and debris from the strong winds. One invoice is for the debris cleanup throughout the Village in the amount of $4,625. The second invoice is for a large dead Oak Tree off of Route 60 along the village trail in the amount of $5,000.

c. Discuss Christopher B. Burke Engineering Proposal for Technical Support

Mayor Urlacher stated the Village Administrator issued a memo regarding the study of the wetlands and stormwater management to be completed at 15595 W IL Route 60 in the amount not to exceed $3,500.

d. Discuss Purchase of Real Property Location at 600 Riverwoods Road

Mayor Urlacher indicated the agreement for this property was included in board packets. This property has been discussed previously. No other questions were received.

e. Building Permits Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report which we accept, and it would be placed on file. Trustee Towne stated the report is looking smaller.

f. 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.

g. Other Matters

Mayor Urlacher indicated the picnic status will be confirmed tomorrow. The weather has not been ideal for our annual event.

h. Village Administrator's Report

Village Administrator Florip stated the snowplowing bid opening will be held on September 2nd. The outcome of the bidders will be discussed in the September Committee meeting. The village's salt purchase had been secured through Lake County. A few municipalities aimed to purchase their salt through the state and resulted in being unsuccessful. An election seminar will be held on Monday, August 31st, please let Mandi know if you would like to attend.

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 the Pizzo & Associates, Ltd. Stewardship Change to the 2026 Enhancement Work to be Completed at Old School Road in the Amount of $5,500
b. Approval of Dunlap Tree Experts Proposal for the Storm Cleanup of Trees and Debris in the Amount of $4,625
c. Approval of Dunlap Tree Experts Proposal for an Oak Tree on Route IL 60 in the Amount of $5,000
d. Approval of Christopher B. Burke Engineering to Provide a Technical Memorandum for the property at 15595 W IL Route 60 in an Amount not to Exceed $3,500
e. Approval of a Resolution Authorizing the Purchase of the Real Property Located at 600 Riverwood Road, Mettawa Illinois

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

Upon a call of the roll, the following voted:
Aye: Trustees Armstrong, Clark, Maier, Smolic and Towne
Nay: None
Absent: Trustee Witten
Mayor Urlacher declared the motion carried.

A motion was made by Trustee Armstrong and seconded by Trustee Maier to approve under an omnibus vote.

Upon a call of the roll, the following voted:
Aye: Trustees Armstrong, Clark, Maier, Smolic and Towne
Nay: None
Absent: Trustee Witten
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 and Towne
Absent: Trustee Witten
Mayor Urlacher declared the motion carried and the meeting adjourned at 7:22 p.m.

Sandy Gallo, Village Clerk