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 OCTOBER 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 Clark, Maier, Smolic, Towne, Witten and Mayor Urlacher
Absent: Trustee Armstrong
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, Village Treasurer Amy Weiland

Residents in Attendance: Cythnia Blandin, Pam Fantus

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of September 15, 2026

The Village Board reviewed the Regular Meeting Minutes of September 15, 2026. It was moved by Trustee Towne and seconded by Trustee Smolic that the minutes of the Regular Meeting Minutes of September 15, 2026, be approved and be placed on file.

Upon a call of the roll, the following voted:
Aye: Trustees Clark, Maier, Smolic, Towne and Witten
Absent: Trustee Armstrong
Mayor Urlacher declared the motion carried.

D. APPROVAL OF THE BILLS

Trustee Maier indicated the James Anderson Company invoice was reduced in the amount of $166.40 for the overbilling of Committee meetings. Trustee Maier stated the remaining invoices were found to be appropriate.

As a result, the total bills amount for this month is $471,815.72.

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

E. TREASURER'S REPORT

Sikich representative, Laura Babula presented September's Treasurer Report. Ms. Babula indicated this months' ending Funds on Deposit is $20.9M. The revenue is over budget by $191,722.00. The total expenditures are over budget by $74,676.00. The expenditures are over due to the Property Tax Sharing amount.

It was moved by Trustee Maier and seconded by Trustee Smolic that the Board acknowledge receipt of the September 30, 2026, Treasurer's Report and it will be placed on file.

Upon a call of the roll, the following voted:
Aye: Trustees Clark, Maier, Smolic, Towne and Witten
Absent: Trustee Armstrong
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 2026 Tax Rebate Program

Village Treasurer Weiland indicated 152 rebate applications have been approved this year. However, 20 additional residents qualified that did not submit their application. All required trusts have been received for this year's qualification. Village Attorney Rhodes indicated next year, a certification will be mandated indicating their Trust has not changed from last year.

b. Update on the Special Service Areas Balances for 2026

Trustee Maier reported all of the special service areas accounts were reviewed. It has been determined that SSA#3 Woodland Fall Maintenance will be increased by 5% for the 2026 levy. This SSA has been in deficit due to their large unplanned expenses.

c. Update on the Lake Forest Oasis Business Audit

Village Administrator Florip provided a memo of the Oasis audit that was completed. The Oasis currently has 17 businesses operating from the Lake Forest location. Two locations within the

Oasis are vacant but are being utilized as office space. This year's profit margins are showing higher revenue from last year.

d. Other Matters

Trustee Maier added Mettawa had unclaimed property listed in the Illinois State Treasurer's Office. As a result, the appropriate document was submitted and a check in the amount of $464 has been received.

2. Public Works Committee

a. Update on the Swale Maintenance at MacLean Preserve at Oasis Park

Trustee Towne indicated the southern swale at this park was drained through and it is now flowing well. No ice build-up will be experienced ongoing. The construction area will be restored with seeding and a blanket.

b. Recommendation to Approve the Dunlap Tree Experts Proposal for the Right-of-Way Trees in the Amount of $2,450

Trustee Towne stated one tree south of Bradley Road is leaning, this tree will be removed. Two other dead trees off of Old School Road will also be removed too.

c. Other Matters

3. Parks and Recreation Committee

a. Recommendation to Approve Rustic Wood Fencing Proposal at Riverside in the Amount Not to Exceed $2,800

Trustee Clark stated this company installed the new wooden fences at Whippoorwill Park. A new fence will be installed at Riverside parking pad to deter unauthorized cars from utilizing the parking spot. The proposal amount was increased to replace the wood to steel posts due to the water levels at this location. The Committee recommends this proposal.

b. Recommendation to Approve the Village Engineers Proposal to Install the New Trail Signs for E-Bikes in the Amount of $14,280

Trustee Clark stated due to the state mandate on trail signs for e-bikes, 27 locations have been identified for a new sign to be installed. The Village Engineers will be installing these signs. All signs will need to be completed by January 1st of the new year.

Resident, Pam Fantus commented the number of E-bikes signs will look ridiculous given the minimal area and the current signage along the roads already. Mayor Urlacher responded its mandated and Lincolnshire will be enforcing the e-bike laws.

c. Recommendation to Approve Chicagoland Paving Contractor, Inc Proposal to Complete the Old School Road Trail Ditch and New Screening in the Amount of $7,340

Trustee Clark indicated Chicagoland Paving will be addressing a wash off area along the trail, this spot has experienced material washout. The ditch area will be regraded and new screening will be added to keep the material on the trail. Once this work has been completed, new material will be added.

d. Other Matters

Trustee Clark indicated a resident has inquired if the buckthorn and teasel could be removed at the Savanna parcel. Trustee Clark added this property is currently leased to Bob Haraden to farm and it ends December of 2028. In 2028, the village will revisit what maintenance should be done at the Savanna parcel.

4. Public Safety

a. Presentation of Village of Lincolnshire – Commander Matt Ulanowski

Commander Ulanowski stated in August 2026 the weekly hours were increased from 10 to 15. Lincolnshire has had no issues filling these hours weekly. Commander Ulanowski added with the hours increased the number of citations has also increased. They will continue to the patrol the roads to make them safer for the Village.

b. Other Matters

Trustee Towne stated this month has been quiet in reporting incidents. Trustee Towne remarked the village's trails are not compatible for E-bike usage. In addition, the E-Bike usage regulations are not clear for the various types of bikes that are being utilized on the trail nor do the parents of the younger age group understand these regulations. Village Attorney Rhodes remarked other municipalities are also experiencing issues enforcing the regulations.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

Mayor Urlacher noted that the November 10th ZPA meeting has been cancelled.

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

1. Mayor's Report

a. Discuss Any Further Edits to the Strategic Plan

Mayor Urlacher indicated everyone received a copy of the proposed Strategic Plan for the last two months. This plan has been updated to reflect the changes made to the new Comprehensive Plan. The Strategic Plan will be approved next month if there are no further changes received.

b. 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.

c. 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.

d. Other Matters

Mayor Urlacher indicated the Halloween hours will be held on Saturday, October 31st from 4:00-8:00 pm. In addition, the quarterly Newsletter will be capturing the E-bike regulations and what residents should know.

e. Village Administrator's Report

Village Administrator Florip stated the veto session will open in November. Any changes that impact all municipalities will be reported accordingly.

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 Dunlap Tree Experts Proposal for the Right-of-Way Trees in the Amount of $2,450
b. Approval of the Rustic Wood Fencing Proposal to Install the New Trail Signs for E-Bikes in the Amount of $2,800
c. Approval of the Village Engineers Proposal to Install the New Trail Signs for E-Bike in the Amount $14,280
d. Approval of the Chicagoland Paving Contractor, Inc Proposal to Complete the Old School Road Trail Ditch and New Screening in the Amount of $7,340

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

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

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

Upon a call of the roll, the following voted:
Aye: Trustees Clark, Maier, Smolic, Towne and Witten
Nay: None
Absent: Trustee Armstrong
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 Witten with no further business to conduct, the meeting was adjourned by Ayes.

Aye: Trustees Clark, Maier, Smolic, Towne and Witten
Absent: Trustee Armstrong
Mayor Urlacher declared the motion carried and the meeting adjourned at 7:25 p.m.

Sandy Gallo, Village Clerk