

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:30 P.M. ON TUESDAY, JULY 16, 2013, IN THE SAVANNAH ROOM OF THE HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

**A. CALL TO ORDER**

Mayor Urlacher called the meeting to order at 7:35 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following were:

Present: Trustees Armstrong, Brennan, Clark, Lane, Maier, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

Also present: Village Administrator, Bob Irvin, Representative of the firm of James Anderson & Co., Scott Anderson, Attorneys James V. Ferolo and Gregory T. Smith of Klein Thorpe & Jenkins, Ltd.; Village Clerk Cathy Nelson, Deputy Treasurer Lisa Dieter and Financial Consultant, Dorothy O'Mary

**C. INTRODUCTION**

Introduction by Mayor Urlacher of newly appointed Village Administrator, Bob Irvin

Mr. Irvin was introduced by Mayor Urlacher and gave the audience a brief background. He stated that he was looking forward to working with the Board and residents of the Village.

**D. APPROVAL OF MINUTES**

1. Regular Meeting of the Mayor and Board of Trustees: June 18, 2013

It was moved by Trustee Armstrong, seconded by Trustee Clark that the minutes of the Regular Board Meeting of June 18, 2013 be approved as corrected to note: the absence of Trustee Armstrong from the entire meeting, the absence of Trustee Brennan at the reconvene of the regular meeting and roll call and the absence of Trustee Brennan at the reconvened open session, roll call and the adjournment. In E: Approval of bills was moved by Trustee Maier, seconded by Trustee Lane.

Upon a call of the roll, the following voted:

Aye: Trustees Armstrong, Brennan, Clark, Lane, Maier, and Towne

Nay: None

Mayor Urlacher declared the motion carried and the minutes approved as corrected and placed on file.

**E. APPROVAL OF BILLS**

1. Bills Submitted for Payment
2. Other Bills Paid by the Village Treasurer in Anticipation of this Meeting.

It was moved by Trustee Maier, seconded by Trustee Lane to approve bills submitted for payment and other bills paid by the Village Treasurer in anticipation of this meeting for a total amount of \$223,340.69

Upon a call of the roll, the following voted:

Aye: Trustees Brennan, Clark, Lane, Maier, Towne and Armstrong

Nay: None

Mayor Urlacher declared the motion carried.

**F. TREASURER'S REPORT**

Presentation of the Monthly Report for the Month of June, 2013

It was moved by Trustee Armstrong, seconded by Trustee Brennan that the Board acknowledge receipt of the Treasurer's Report for the month of June, 2013 and place it on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Mayor Urlacher declared the motion carried.

Mayor Urlacher informed the Board that at the end of June, the Village had a surplus of \$144,648.00

**G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC**

1. No citizens were heard
2. Written communications of citizens to be read: None presented

**H. COMMISSION AND COMMITTEE REPORTS FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON.**

1. Finance Committee
  - a. Update: Meeting with Lake Forest Bank and Trust Regarding Investment Strategies.  
Trustee Maier updated the Board on his meeting with Deputy Treasurer Lisa Dieter and Lake Forest Bank and Trust representatives regarding current and future investment strategies for the Village and updating the Village investment policy.

- b. Update: Tax Rebate Program  
Trustee Maier informed the Board that the Rebate form is in the process of being re-worked and that he expects a November 1, 2013 deadline for return of the completed applications by residents. The Finance Committee is in agreement that the Board should proceed to release funds for the rebate program.
- c. SSG Consulting Computer Maintenance Proposal.  
Trustee Maier stated that the committee has reviewed the proposal and finds it fair and equitable at \$200.00 a month for technical support for village-owned computers
- d. Other Matters: Village Hall  
Trustee Maier gave a slide presentation analysis of comparative options for a Village Hall: comparing renovating the house owned by the Village on the corner of St. Marys Road and Route 60 (formerly the Dreikosen residence) versus office space in the bank building at 850 Milwaukee Avenue in Vernon Hills. He stated that this is a preliminary and ongoing investigation. After his presentation, questions were taken from the Board and the audience and discussion ensued.

Resident/architect Tom Heinz, gave a positive analysis of the viability of the Dreikosen house as a Village Hall and more discussion ensued with comments from both the residents and the Board.

Resident Debbie Duris asked why, when the Village residents were polled regarding a Village hall and the response came back positive, we were not moving forward.

Resident Marcia Ray wondered why the Village would want to have their Village Hall outside of the village boundaries.

Resident Roy Strid suggested a possibility of building a building that could have the Village Hall and also leased space to offset costs.

## 2. Public Works Committee

- a. Recommendation to Approve The Bid and The Contract with J.A. Johnson Paving of Arlington Heights, Illinois: in the Amount of \$196,551.00 as The Low Responsible Bid for "Project A: The Repaving of Little St. Marys Road, and Twin Drive Mettawa; Pending Legal Review.

After discussion with Attorney Ferolo, it was moved by Trustee Armstrong, seconded by Trustee Brennan to approve the bid and contract with Peter Baker & Sons of Lake Bluff, Illinois in the amount of \$693,709.92 as the low

responsible bid for “Project A: The repaving of Little St. Marys Road and Twin Drive, Mettawa” and “Project B: The repaving of Bradley Road, Mettawa”; pending legal review

Discussion ensued regarding the entire paving project: part A being Little St. Marys Road and Twin Drive and part B being Bradley Road; and the option to go for State Funding for Bradley Road or to self-fund. Timing, costs and concessions were discussed. Attorney Ferolo stated that the current bid could not be split to take one bidder for part A and another for part B.

Mayor Urlacher expressed concern over both the Bradley Road repaving project and the Oasis Park Berm being done simultaneously due to the truck and construction activity on Bradley Road. A majority of the Board agreed that having the Bradley Road resurface project and the Oasis Park Berm project going on simultaneously was not a good idea and that the Bradley project should start after the completion of the Oasis Park Berm

After further discussion, it was agreed to award part A and table part B for a rebid next year after the completion of the Oasis Park Berm.

At this point, Trustee Armstrong withdrew his motion and Trustee Brennan withdrew her second to let the contract for both Part A and Part B to Peter Backer & Sons. Trustee Armstrong then moved and Trustee Clark seconded a motion to approve “The Bid and The Contract with J.A. Johnson Paving of Arlington Heights, Illinois: in the Amount of \$196,551.00 as The Low Responsible Bid for “Project A: The Repaving of Little St. Marys Road, and Twin Drive Mettawa; Pending Legal Review.”

Upon a call of the roll, the following voted:

Aye: Trustees Brennan, Clark Lane and Maier

Nay: Trustees Armstrong and Towne.

Mayor Urlacher declared the motion carried.

The Bradley road project will be re-bid next year and begin after the completion of the Oasis Park Berm.

It was noted that, in the meantime, there would have to be some patch work done on Bradley Road.

- b. Recommendation to Approve a Proposal From Clean-Cut Tree Service of Lake Villa, Illinois in the Amount of \$3,500.00 as the Low Responsible Bid For “Project A: Removal of Brush From Along Village-Maintained Trails”; Pending Legal Review

It was moved by Trustee Armstrong, seconded by Trustee Brennan to approve a proposal from Clean-Cut Tree Service of Lake Villa, Illinois in the Amount of \$3,500.00 as the Low Responsible Bid For "Project A: Removal of Brush From Along Village-Maintained Trails"; pending legal review

After brief discussion and upon a call of the roll, the following voted:  
Aye: Trustees Maier, Towne, Armstrong, Brennan, Clark and Lane  
Nay: None

Mayor Urlacher declared the motion carried.

- c. Recommendation to Approve a Proposal From Canopy Tree Specialists of Lake Bluff, Illinois in the Amount of \$1,500.00, as The Low Responsible Bid For "Project C: Removal of All Dead, Dying and Leaning Small Ash Trees From Oasis Park"; Pending Legal Review.  
Trustee Clark recused himself from the discussion and vote on this item.

It was moved by Trustee Armstrong, seconded by Trustee Brennan to approve a "Proposal From Canopy Tree Specialists of Lake Bluff, Illinois in the Amount of \$1,500.00, as The Low Responsible Bid For "Project C: Removal of All Dead, Dying and Leaning Small Ash Trees From Oasis Park"; Pending Legal Review

Upon a call of the roll, the following voted:  
Aye: Trustees Towne, Armstrong, Brennan, Lane and Maier.  
Nay: None  
Recused: Trustee Clark

Mayor Urlacher declared the motion carried.

- d. Other Matters: Special Service Area No. 15: Water Update:

Attorney Ferolo stated that the Village is waiting for responses from the waiver letter sent to residents and if the response is favorable, an ordinance will be presented to the Board for approval of the Special Service Area No. 15

### 3. Parks and Recreation Committee

- a. Update: Oasis Park Berm Project  
Trustee Towne stated that permits for the berm have been issued.
- b. Whippoorwill Park Project

Trustee Towne stated that the berm is almost complete and it will be over seeded in the fall. Also, that Teska Associates of Evanston, Illinois is working on a park design.

- c. Other Matters: No other matters presented for discussion

4. Safety Commissioner

- a. Update by Trustee Clark

Trustee Clark informed the Board that all was well within the village.

Minor issues with traffic safety due to the gas line installation on St. Marys Road have been solved.

Trustee Clark also questioned whether the Clark Mosquito spraying was effective and suggested resident opinions be gathered and the situation be monitored.

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

1. Mayor's Report

- a. Update: Meeting June 12 and July 10, 2013 With Green Oaks Mayor, Bernie Wysocki Regarding Water For Village of Mettawa.

Attorney Ferolo updated the Board on two meetings with Green Oaks regarding the situation with the Lake County Sheriff: the execution of a contract for police protection with the Village in order to obtain permits for supplying water to parts of the Village. A meeting with Green Oaks, which is also being pressured for a Sheriff contract, Mettawa and Lake County was proposed by the Mettawa, but Lake County wants to meet with each Village separately. A date of August 13, 2013 has been set and the Village will continue to pursue the issue vigorously to get the issues of water and police protection separated, as they should be.

Attorney Ferolo stated that three Villages have not entered into contracts with the Sheriff: Wadsworth, Green Oaks and Mettawa.

- b. Update: Meeting June 12, 2013 With Wordsmith (Wendy Cullitan and Joe Siepka) Regarding Village Newsletters and Website.

Mayor Urlacher Tabled this item until the August Board meeting

- c. Update: Mayor Urlacher and Trustee Towne's Meeting on June 26, 2013 With the BMW Western Open Golf Event Organizers.

Mayor Urlacher updated the Board on the preparations for the event. He informed the Board that Costco has been awarded the gas contract, so the Village

will see some increased revenue from gas sales that the organizers will pay for all outside costs with no money put forth by the Village and that there will be daily clean up at no charge to the village.

Discussion ensued regarding the parking plan for the field on the corner of Everett Road and Riverwoods Road, garbage pickup for Riverwoods Road residents, paper and mail delivery.

- d. Update: Mayor's Meeting on July 10, 2013 with Lake Forest City Manager, Bob Keily Regarding Lake Forest Beach Passes for Mettawa Residents.

Mayor Urlacher updated the Board on his meeting with Bob Keily regarding beach passes in Lake Forest for Mettawa residents at a reduced rate and asked if the Board would like him to pursue this item. The Board agreed that this was a great idea.

- e. Appointment of Lisa Dieter as Village Treasurer

Mayor Urlacher nominated Lisa Dieter of Mettawa as Village Treasurer, effective July 17, 2013 and requested a motion and a second. It was moved by Trustee Brennan, seconded by Trustee Clark to approve the nomination of Lisa Dieter as Village Treasurer

Upon a call of the roll, the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne.

Nay: None

Mayor Urlacher declared the motion carried.

- f. Other Matters: No other matters were presented for discussion

- g. Building Report

Mayor Urlacher thanked Trustee Towne and Mr. Anderson for their report and with no questions being asked, placed it on file.

2. **UNFINISHED BUSINESS:** None presented

3. **NEW BUSINESS**

- a. Approval of "**A Resolution Authorizing the Village President and Clerk to Execute a Five Year Extension With Lakes Disposal Services for Residential Refuse Disposal**"

It was moved by Trustee Lane, seconded by Trustee Brennan to approve "**A Resolution Authorizing the Village President and Clerk to Execute a Five Year Extension With Lakes Disposal Services for Residential Refuse Disposal**"

Discussion ensued regarding lowering the number of new larger trucks used on Village roads for garbage collection. Mayor Urlacher replied that he would look into it.

Upon a call of the roll, the following voted:

Aye: Trustee Armstrong, Brennan, Clark, Lane, Maier and Towne

Nay: None

Mayor Urlacher declared the motion carried

b. Approval of **“An Ordinance Establishing Special Service Area No. 15 in the Village of Mettawa”**

It was moved by Trustee Brennan, seconded by Trustee Armstrong to table this item, as it is not ready for a vote.

Attorney Ferolo updated the Board on the waivers received to date and the options open to the Board for moving ahead with the project.

Upon a call of the roll, following voted:

Aye: Trustees Brennan, Clark, Lane Maier, Towne and Armstrong

Nay: None

Mayor Urlacher declared the motion passed and the item tabled.

c. Approval of The Bid and The Contract with J.A. Johnson Paving of Arlington Heights, Illinois; in the Amount of \$196,551.00 as The Low Responsible Bid for “Project A: The Repaving of Little St. Marys Road, Mettawa; Pending Legal Review

Item approved under Public Works H.2.a

d. Approval of a Proposal From Clean-Cut Tree Service of Lake Villa, Illinois in the Amount of \$3,500.00 as The Low Responsible Bid For “ Project A: Removal of Brush From Along Village-Maintained Trails”; Pending Legal Review

Item approved under Public Works H.2.b

e. Approval of a Proposal From Canopy Tree Specialist of Lake Bluff, Illinois in the Amount of \$1,500.00, as The Low Responsible Bid For “Project C: Removal of All Dead, Dying and Leaning Small Ash Trees From Oasis Park” Pending Legal Review

Item approved under Public Works H.2.c



**J. EXECUTIVE SESSION:**

At 8:55 PM., it was moved by Trustee Maier, seconded by Trustee Armstrong to recess to a closed Executive Session for the purpose of discussion of Pending, Probable and Imminent Litigation; Land Acquisition, Section (c)(5): "The Purchase or Lease of Real Property For The Use of The Public Body, Including Meetings Held For The Purpose of Discussing Whether a Particular Parcel Should Be Acquired," and Review of Executive-Session Minutes

Upon a call of the roll, the following voted:

Aye: Trustees, Towne, Armstrong, Clark, Lane, and Maier

Nay: None

Absent: Trustee Brennan

Mayor Urlacher declared the motion carried and the Board recessed to Executive Session

**K. CALL TO RECONVENE**

At 9:29 PM Mayor Urlacher reconvened the public portion of the meeting.

Upon a Call of the roll, the following were:

Present: Trustees Armstrong, Brennan, Clark, Lane, Maier, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present

Also present: Attorneys James V. Ferolo and Gregory T. Smith of Klein, Thorpe & Jenkins and Village Clerk, Cathy Nelson

**L. MATTERS REQUIRING ACTION AS A RESULT OF THE EXECUTIVE SESSION**

No matters presented requiring action

**M. ITEMS TO BE REFERRED:** No items were referred

**N. FOR INFORMATION ONLY:** No items discussed

**O. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Brennan seconded by Trustee Armstrong that the meeting be adjourned.

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 9:30 PM

Cathy Nelson, Village Clerk