

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 DECEMBER 19, 2022 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, Pink, Towne and Mayor Urlacher

Absent: None

Mayor Urlacher declared a quorum present.

In Attendance: Village Attorney, Mallory Milluzzi of Klein Thorpe & Jenkins, Ltd; Village Administrator, Mandi Florip; Village Clerk, Sandy Gallo; Representative from James Anderson Company, Scott Anderson, Village Treasure, Amy Weiland; Representative of Sikich, Brian LeFevre

C. APPROVAL OF THE MINUTES

1. Regular Meeting Minutes of November 15, 2022

The Village Board reviewed the regular meeting minutes of November 15, 2022. Trustee Armstrong and Trustee Pink provided minor edits. It was moved by Trustee Towne and seconded by Trustee Maier that the minutes of the regular Board meeting of November 15, 2022 be approved, with the edits and be placed on file.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

D. APPROVAL OF THE BILLS

Trustee Maier stated an invoice has been added to the listing of bills. Dunlap Tree Experts billed the village for the tree removal project in the amount of \$16,125.00. The Committee has reviewed and approved the bills to be paid totaling \$141,245.08.

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, Pink and Towne

Nay: None

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

E. TREASURER'S REPORT

Sikich Representative, Brian LeFevre presented the October 31, 2022 Treasurer's Report. Mr. LeFevre stated the cash investment balance has increased greatly since September. Due to the high interest rates, the ILM fund account has also seen a drastic increase in funds. Lastly, the hotels sales tax and the sales tax revenue amounts are ahead of last year's budget.

It was moved by Trustee Maier and seconded by Trustee Towne that the Board acknowledge receipt of the October 31, 2022 Treasurers Report and it be placed on file.

Upon a call of the roll, the following voted:

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

Nay: 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. Recommendation to Approve an Ordinance Revising the Village of Mettawa Fiscal Year 2022-2023 Annual Budget to Correct the Scrivener's Error

Trustee Maier indicated the following ordinance is only updating the tally amount no line items are being adjusted.

- b. Recommendation to Approve an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposed of the Village of Mettawa for the Year 2022

Trustee Maier stated this is the annual ordinance listing the SSA's levy collection and the village's tax collection amount of \$135,000.

- c. Recommendation to Approve Forest Builders for Additional Maintenance Work on the Ditch Located on Little St. Marys Road in the Amount Not to Exceed \$4,558.03

Trustee Maier indicated this budget line item was set at \$50K. After this invoice is paid, the budget will contain \$7K for any future repairs.

d. Others

2. Public Works Committee

a. Other Matters

Mayor Urlacher stated no meeting was held for December.

3. Parks and Recreation Committee

a. Other Matters

Mayor Urlacher stated no meeting was held for December.

4. Public Safety

a. Lake County Sheriff-Sergeant Michael Bennett

Sergeant Bennett indicated he has been in office for 20 years. Communication had been problematic in the past between the Sheriff's Office and the Village. He stated communication will no longer be an issue. Mettawa has not experienced much activity. Costco experienced some issues last year in January but since have had no reporting's. Sergeant Bennett indicated the Sheriff's Office is still experiencing a low count of manpower which is delaying the Mettawa contract to be fulfilled. Mayor Urlacher stated he encourages residents to continue to call 911 when suspicious vehicles are seen within the village. Resident Deb Pelech asked the sergeant if the notification system Ring was a good investment for residents. Sergeant Bennett replied yes, any recording device can protect residents and provide details for any case.

b. Status and Activity Report

Trustee Armstrong stated Mettawa Public Safety reported November as a quiet month. Mettawa Public Safety reported they currently have 20 homes in which they are performing house checks. Trustee Armstrong asked for the Board's consensus if they would like to have Mettawa Public Safety work a full day on Christmas Day and New Year's Day. Mayor Urlacher indicated Rick and Antonio did not need to work the holidays, as they too need family time. The consensus was to have them work their regular hours for both holidays.

5. Zoning, Planning and Appeals Commission Report

a. Other Matters

I. BUSINESS FROM THE BOARD:

1. Mayor's Report

a. Appointment of a Village Trustee

Mayor Urlacher indicated the Board currently has a Trustee vacancy. Mayor Urlacher stated he would like to appoint Deb Pelech to fulfill the vacancy through the term ending on April 30, 2023.

A motion was made to appoint Deb Pelech as a Village Trustee with the term expiring on April 30, 2023. The motion was made by Trustee Maier and seconded by Trustee Armstrong.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

Deb Pelech took the Oath of Office as an appointed Trustee.

b. Village Meeting Schedule for 2022

Mayor Urlacher stated the Village Board is required to review the release of executive session minutes twice each year and this is the second review for 2022. It is recommended that no executive session minutes be released at this time.

c. Amendment to Chapter 9 Fence Regulations

Mayor Urlacher asked the Village Attorney to present the two changes recently made to the fence ordinance. Village Attorney Mallory indicated the first change will be reflected under Letter F an insertion of Section 9.0104 was made at the end of the statement. Under Letter J, fences shall be constructed of pressure treated lumber or cedar. This statement will include all types of wood that are permitted for fences. Resident Pelech asked if the fence could be painted any color. Village Attorney Mallory indicated the ordinance does not allow color, only natural wood colors.

d. Building Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report and said it would be placed on file.

e. Other Matters

f. Village Administrator's Report

Village Administrator Florip stated she has had a few conversations with Village Engineer Scott Anderson regarding the snow removal and obtaining salt from the Lake Forest storage facility. Lake Forest has provided James Anderson Company the pick-up locations and hours for service for the season.

Mayor Urlacher asked Village Engineer Scott Anderson to investigate the gas valve cover missed at the corner of Little St. Marys Road and St. Marys Road. No gas leak is occurring only a missing cap.

2. UNFINISHED BUSINESS

Mayor Urlacher added the following two items will remain tabled.

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. No items were removed.

a. Approval of an Ordinance Revising the Village of Mettawa Fiscal Year 2022-2023 Annual Budget to Correct a Scrivener's Error

b. Approval of an Ordinance Authorizing the Levy and Collection of Taxes for the Corporate and Municipal Purposes of the Village of Mettawa for the Year 2022

c. Approval for Forest Builders Additional Maintenance Work on the Ditch Located on Little St. Marys Road in the Amount Not to Exceed \$4,558.03

d. Approval of a Resolution Approving the Release of Certain Executive Session Minutes of the President and Board of Trustees of the Village of Mettawa

e. Approval of an Ordinance Amending the Mettawa Code of Ordinances, Chapter 9 Building Code, Article X, Fences

A motion was made by Trustee Towne and seconded by Trustee Pink to approve the following agenda items by the consent agenda.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

A motion was made by Trustee Towne and seconded by Trustee Maier to approve the following agenda items by the omnibus vote.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried.

4. NEW BUSINESS

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

With no further business to conduct, the meeting was adjourned by Ayes. The motion was made by Trustee Armstrong and seconded by Trustee Towne.

Upon a call of the roll, the following voted:

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

Nay: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 7:27 p.m.

Sandy Gallo, Village Clerk