

**THE CITY COUNCIL REGULAR TELECONFERENCE MEETING MINUTES**  
**OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS**  
**HELD ON MONDAY, APRIL 26, 2021 AT 6:30 P.M.**

**CALL TO ORDER AND ROLL CALL** – At 6:30 PM, Mayor Nicholas J. Helmer called to order the Regular Zoom meeting of the Prospect Heights City Council. Deputy Clerk Schultheis read the preamble to the Meeting.

Mayor Nicholas J. Helmer called roll. A quorum was present.

**ELECTED OFFICIALS PRESENT**- Mayor Helmer, Treasurer Tibbits, City Clerk Prisiajniouk, Aldermen – Dolick, Cameron, Quinn, Morgan-Adams

**ABSENT** – Alderman Dash (by previous notification)

**OTHER OFFICIALS PRESENT** – City Administrator Wade, Assistant City Administrator Falcone, Police Chief Zawlocki, Public Works Director Roscoe, Director of Building and Development Peterson, Finance Director Graefen, Digital Communications Technician Colvin, Attorney O’Driscoll, Attorney Hess and Deputy Clerk Schultheis.

**APPROVAL OF MINUTES**

**A.**April 12, 2021 Workshop Teleconference Meeting Minutes – **Alderman Dolick moved to approve the April 12, 2021 Workshop Teleconference Minutes as presented; seconded by Alderman Quinn.**

**ROLL CALL VOTE:**

|          |                                      |
|----------|--------------------------------------|
| AYES -   | Dolick, Quinn, Cameron, Morgan-Adams |
| NAYS -   | None                                 |
| ABSENT - | Dash                                 |

Motion carried 4 – 0, one absent

**B.**April 19, 2021 Prospect Pointe/Muir Park TIF Public Hearing Meeting Minutes – **No vote was taken**

**APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS** - None

**PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*)** - None

**STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**

**A.**Chicago Executive Airport Monthly Update Presented by Director Kiefer – Director Saewert stated that he was filling in for Director Kiefer, who was en route to Illinois.

- he thanked the City for voting in favor of the Chicago Executive Airport Budget
- he stated that the airport has had the busiest March in eight years. There were strong fuel sales.
- he noted that the CEA staff had done a great job budgeting conservatively during the Covid crisis.
- he said that the US Customs opening is on track. The ribbon cutting will be around the Fourth of July.
- the RSIP is in the first round of noise testing. Data will be compiled and given to the Airport in May. Eligible homes will be chosen, and sound insulation will be installed in the Summer and early Fall.
- Rock and Run the Runway is tentatively scheduled for August 21.

**B.** March Treasurer's Report Presented by Finance Director Cheri Graefen – gave a wrap-up of the Budget, and thanked the department heads for their input. She noted that the audit would be starting next month.

Finance Director Graefen said that the March numbers showed that the City has made 92% of budgeted revenue and could exceed 100% by the end of the fiscal year.

-Vehicles stickers are 110% of budgeted.

-the General Fund is a positive \$819,000 revenue/expenses. The City has controlled expenses well.

Director of Building and Development Peterson – said that it has been a busy construction season.

-He affirmed that contractors must be registered in Prospect Heights.

Public Works Director Roscoe – Appreciated that Staff's assistance in getting through the Budget.

-He said that Public Works is in Spring storm prep mode.

- Levee 37 us being audited by the Army Corp of Engineers.

Mayor Helmer –said that he had interviewed PZBA candidates and would announce his selection at the next meeting regarding the vacancy that was created by Alderman Dash's departure from the Board.

#### **CONSENT AGENDA -**

**A.O-21-12** Staff Memo and Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (*2nd Reading*)

**B.O-21-13** Staff Memo and Ordinance Adopting the FY2021-22 Budget for the City of Prospect Heights (*2nd Reading*) – **Aldermen Dolick moved for omnibus approval of O-21-12 Staff Memo and Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (2nd Reading) and O-21-13 Staff Memo and Ordinance Adopting the FY2021-22 Budget for the City of Prospect Heights (2nd Reading); seconded by Alderman Morgan-Adams.**

**ROLL CALL VOTE:**

|          |                                      |
|----------|--------------------------------------|
| AYES -   | Quinn, Cameron, Morgan-Adams, Dolick |
| NAYS -   | None                                 |
| ABSENT - | Dash                                 |

Motion carried 4 – 0, one absent

#### **OLD BUSINESS - None**

#### **NEW BUSINESS**

**A.R-21-17** Resolution Authorizing Approval of the Purchase of a Police Squad Vehicle, 2021 Dodge Durango, from Roesch Truck Center Through Suburban Purchasing Cooperative – **Alderman Morgan-Adams moved to Approve R-21-17 Resolution Authorizing Approval of the Purchase of a Police Squad Vehicle, 2021 Dodge Durango, from Roesch Truck Center Through Suburban Purchasing Cooperative; seconded by Alderman Dolick.**

**ROLL CALL VOTE:**

|          |                                      |
|----------|--------------------------------------|
| AYES -   | Cameron, Morgan-Adams, Dolick, Quinn |
| NAYS -   | None                                 |
| ABSENT - | Dash                                 |

Motion carried 4 – 0, one absent

**B.R-21-18** Staff Memo and Resolution Approving an Agreement Providing for Certain Traffic Regulations in the River Trails Condominium Association in the City of Prospect Heights – **Alderman Dolick moved to approve R-21-18 Staff Memo and Resolution Approving an Agreement Providing for Certain Traffic Regulations in the River Trails Condominium Association in the City of Prospect Heights; seconded by Alderman Cameron.**

**ROLL CALL VOTE:**

|        |                                      |
|--------|--------------------------------------|
| AYES - | Morgan-Adams, Dolick, Quinn, Cameron |
|--------|--------------------------------------|

NAYS - None  
ABSENT - Dash

Motion carried 4 – 0, one absent

**DISCUSSION TOPICS FOR NEXT WORKSHOP MEETING:**

**A. Greater Wheeling Area Chamber Of Commerce & Industry Discussion**

Mayor Helmer said that he would also like remuneration for the PZBA Board discussed. He would like it to be more relevant.

Alderman Dolick said that he would like to reintroduce in-person and hybrid meetings.

**APPROVAL OF WARRANTS**

**A. Approval of Expenditures**

|                                                     |                     |
|-----------------------------------------------------|---------------------|
| General Fund                                        | \$154,286.67        |
| Motor Fuel Tax Fund                                 | \$0.00              |
| Palatine/Milwaukee Tax Increment Financing District | \$673.08            |
| Tourism District                                    | \$993.04            |
| Development Fund                                    | \$0.00              |
| Drug Enforcement Agency Fund                        | \$5,977.00          |
| Solid Waste Fund                                    | \$28,705.00         |
| Special Service Area #1                             | \$0.00              |
| Special Service Area #2                             | \$0.00              |
| Special Service Area #3                             | \$0.00              |
| Special Service Area #4                             | \$0.00              |
| Special Service Area #5                             | \$388.54            |
| Special Service Area #8 – Levee Wall #37            | \$0.00              |
| Special Service Area- Constr #6 (Water Main)        | \$0.00              |
| Special Service Area- Debt #6                       | \$0.00              |
| Capital Improvements                                | \$849.00            |
| Palatine Road Tax Increment Financing District      | \$673.08            |
| Road Construction                                   | \$0.00              |
| Road Construction Debt                              | \$0.00              |
| Water Fund                                          | \$5,755.90          |
| Parking Fund                                        | \$335.20            |
| Sanitary Sewer Fund                                 | \$3,589.76          |
| Road/Building Bond Escrow                           | \$0.00              |
| <b>TOTAL</b>                                        | <b>\$202,226.27</b> |
| <b><u>Wire Payments</u></b>                         | <b>\$154,565.66</b> |
| <b>4/09/2021 PAYROLL POSTING</b>                    | <b>\$82,313.83</b>  |
| <b>4/19/2021 POLICE PENSION FUNDING</b>             | <b>\$439,105.76</b> |
| <b>TOTAL WARRANT</b>                                | <b>\$439,105.76</b> |

City Clerk Prisiajniouk read the warrants.

**Alderman Dolick moved to approve the warrants as presented; seconded by Alderman Quinn to include a TOTAL of \$202,226.27; 4/09/21 PAYOLL POSTING of \$154,565.66; 4/19/21 POLICE PENSION FUNDING of \$82,313.83; and a TOTAL WARRANT of \$439,105.76.**

**ROLL CALL VOTE:**       AYES -       Dolick, Quinn, Cameron, Morgan-Adams  
                          NAYS -       None  
                          ABSENT -   Dash

Motion carried 4 – 0, one absent

**PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*) - None**

**EXECUTIVE SESSION – None.** City Administrator Wade said that at the next meeting there would be an executive session to discuss collective bargaining.

**ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

**ADJOURNMENT – At 6:58 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Quinn.**

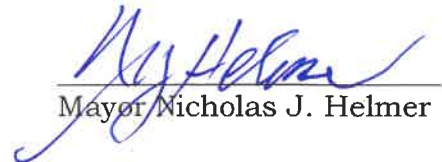
**ROLL CALL VOTE:**       AYES -       Morgan-Adams, Dolick, Quinn, Cameron  
                          NAYS -       None  
                          ABSENT -   Dash

Motion carried 4 – 0, one absent

**Approved by the City Council of Prospect heights on this the 10<sup>th</sup> day of May, 2021.**

  
\_\_\_\_\_  
Deputy Clerk Schultheis



  
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Mayor Nicholas J. Helmer