



**THE CITY COUNCIL REGULAR HYBRID MEETING MINUTES**  
**OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS**  
**HELD ON MONDAY, MAY 23, 2022 AT 6:30 P.M.**

**CALL TO ORDER AND ROLL CALL** – At 6:30 PM, Acting Mayor Matthew Dolick called to order the City Council Regular Hybrid Meeting at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070. Deputy Clerk Schultheis read the preamble to the Meeting.

Deputy Clerk Schultheis called the roll. A quorum was present.

**ELECTED OFFICIALS PRESENT** – Acting Mayor Dolick, Aldermen – Dash, Cameron, Morgan-Adams, (Ludvigsen – upon his approval by Council), Treasurer Tibbits

**ABSENT** – City Clerk Prisiajniouk – by previous notification

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

**PLEDGE OF ALLEGIANCE** – led by Chicago Executive Airport Board Director Kiefer

**APPROVAL OF MINUTES**

**A.** May 2, 2022 Special Meeting Minutes

**B.** May 2, 2022 Executive Session Meeting Minutes (*not for public release*)

**C.** May 9, 2022 City Council Workshop Meeting Minutes – **Alderman Morgan-Adams moved for omnibus approval of May 2, 2022 Special Meeting Minutes, May 2, 2022 Executive Session Meeting Minutes (*not for public release*), and May 9, 2022 City Council Workshop Meeting Minutes; seconded by Alderman Dash.**

**ROLL CALL VOTE:**

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

Motion carried 4 – 0

**PRESENTATIONS**

**A.** Chicago Executive Airport Monthly Update Presented, by Director Jim Kiefer – There was a closing on the property of Squadron 94, with the approval of the Village of Wheeling and the City of Prospect Heights.

-The CEA signed a lease with Signature for a new hangar on those grounds to be built

- End of the fiscal year and the CEA is 18% over budget in revenue and 13% under budget in expenses. Flights, Fuel and Customs are up.

- the target for Customs breakeven was 35 operations, and there were 57.

- Residential Sound Improvement- nine out of the nine homes were completed. The average price is \$39,000 per home. The next goal is 22 out of 23 to go to bid in late June. The 23<sup>rd</sup> home chose not to participate.

- Run the Runway on June 25<sup>th</sup> will have over 200 runners.

- June 23<sup>rd</sup> is the CEA Golf Outing

-Young Pilot's Association is promoting interest in aviation.

**B. Municipal Electric Vehicle Charging Station and Community Solar Presentations by Mollie Vanderlaan of Satori Energy** – Ms. Vanderlaan said that she had been the City's energy consultant for ten years. She introduced the concept of the City having solar power without any solar installations on Prospect Heights property. The City would be able to receive credit on its ComEd bill for solar powered energy.

Alderman Morgan-Adams asked about the cost to the City. Consultant Vanderlaan said that there would not be a cost to the City, but the City already pays into the renewable portfolio funds. She added that the solar energy source would provide savings.

Alderman Cameron asked who pays for the installation and who maintains it? Consultant Vanderlaan said that the installation would not be in Prospect Heights and that the City would not be responsible for maintenance. She noted that the maintenance would be paid to the company as 20% of ComEd's solar credit.

Consultant Vanderlaan stated that the City of Prospect Heights would save about \$1000 per year. Assistant City Administrator Falcone said that the Council should consider that this would be a long term contract. Consultant Vanderlaan said that the contract would be 15-20 years but that the City could get out of the contract with 90 days notice.

Assistant City Administrator Falcone noted that the solar panels would be nowhere near the City, but if the City set up EV stations, those would probably need to be placed at the Metra Station.

Carbon Solution Group – noted were the EV charging incentives. It was noted that the plan would eliminate the capital cost of EV stations, network fees, maintenance and upgrades, as well as electricity costs. The City would get revenue from the charging stations.

This is accomplished by Carbon Solution monetizing carbon credits.

EV stations would have subscription costs.

There would also be an option to the City for low cost electric fleet, five-year leases

It would take between 20-48 weeks to set up.

Alderman Dash asked if there were other vendors, and wanted to know why the recommendation was Carbon Solutions?

Nathan Giebel of Satori Energy said that Carbon Solutions had an Illinois presence; and they were the only ones that could offer a "no cost" solution to the host city.

Alderman Morgan-Adams do other vendors have the same cost per kwh?

It was noted that if you purchase your own charging stations, you control your own price.

Alderman Dash asked about the term commitment for the EV stations, and was told that the standard terms are ten years with 2-5 year options to extend. Also, as usage increased, revenue share would rise.

Alderman Dash said she believed that the Police Station would be a better option for the EV stations for safety reasons.

Mayor Dolick stated that the future of the Metra is not certain, and the City has no downtown for an EV station. – **No action was taken**

## **APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**

**A. Proclamation in Honor of the Exceptional Public Service Contributions by Former Ward 2 Council Member Kathleen Quinn to the City of Prospect Heights** – Mayor Dolick read the Proclamation to honor former Ward 2 Alderman Kathleen Quinn.

**B. Mayoral Appointment of Patrick Ludvigsen as Alderman of Ward 2 – Alderman Morgan-Adams moved to appoint Patrick Ludvigsen as Alderman of Ward 2; seconded by Alderman Dash.**

**ROLL CALL VOTE:**

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

Motion carried 4 – 0

Alderman Ludvigsen took the Oath of Office and assumed as seat on the City Council dais.

**C.Reappointment of Joe Fiorito to the Police and Fire Commissioner Effective 5-31-2022 – Alderman Dash moved to approve the reappointment of Joe Fiorito to the Fire Police Commission effective 5/31/2022; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

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

**CONSENT AGENDA - None**

#### **OLD BUSINESS**

**A.O-22-12** Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit Down and Carryout Restaurant (Wing Stop and Jets Pizza) and Certain Variations at 1312 N. Rand Road, Arlington Heights, IL (**2nd Reading**) – Director Peterson said that there was unanimous approval from the PZBA – one neighbor had complained and there was a condition to install a fence to screen the lighting. He added that there would be a full facelift and remodeling but no demo.

**Alderman Morgan-Adams moved to approve O-22-12 Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit Down and Carryout Restaurant (Wing Stop and Jets Pizza) and Certain Variations at 1312 N. Rand Road, Arlington Heights, IL (2nd Reading); seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 – 0

**B.O-22-14** Staff Memo and Ordinance Granting Certain Variations for the Property at 110 Andover Drive for Fence Construction, Prospect Heights, Illinois (**2nd Reading**) – Director Peterson noted that the owners were on Zoom. He said that the owners agreed to maintain the hedgerow and shrubs. The PZBA had voted 4 – 2 in favor. **Alderman Dash moved to approve O-22-14 Staff Memo and Ordinance Granting Certain Variations for the Property at 110 Andover Drive for Fence Construction, Prospect Heights, Illinois (2nd Reading); seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

**NEW BUSINESS**

**A.R-22-26** Staff Memo and Resolution Authorizing a Civil Engineering Services Agreement with Gewalt Hamilton Associates, Inc., for Phase II Design Engineering Services, for the Combined North and South Sidewalk Project, on the East Side of Wolf Road, From Palatine Frontage Road to Prospect Heights Metra Station – It was noted by Assistant City Administrator Falcone that IDOT wanted North and South combined. **Alderman Dash moved to approve R-22-26 Staff Memo and Resolution Authorizing a Civil Engineering Services Agreement with Gewalt Hamilton Associates, Inc., for Phase II Design Engineering Services, for the Combined North and South Sidewalk Project, on the East Side of Wolf Road, From Palatine Frontage Road to Prospect Heights Metra Station; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

**B.R-22-27** Staff Memo and Resolution Authorizing Three-Year Services Agreement with Administrative Consulting Specialists for Grant Submission and Management Services – City Administrator Wade said that they have been instrumental in getting grants for the City, and that they also work with the Police Department. It is a three-year contract with discounts for \$18,000 per annum. **Alderman Morgan-Adams moved to approve R-22-27 Staff Memo and Resolution Authorizing Three-Year Services Agreement with Administrative Consulting Specialists for Grant Submission and Management Services; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 – 0

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

**A.** April Financial Report Presented by Assistant Finance Director Tannehill – Assistant Director Tannehill said that the City was 125% of revenue. Places for Eating tax are back to pre-Covid levels. Hotel taxes are up. DEA seizures have netted \$127,000 in revenue - he noted that the City is finalizing the annual audit.

Alderman Morgan-Adams – Ward 3 – said that she attended the Northwest Municipal Conference dinner. She met with many of our legislators.

Alderman Dash – Ward 4 – said she attended Chief Zawlocki’s farewell party. She said that it was a farewell with friends and colleagues.

-She said that the PZBA needs a new member. The deadline to apply is June 1. Backgrounds in real estate, engineering, construction, architecture, or even law would be helpful.

Treasurer Tibbits – said that the PH TV filmed the town hall meeting at the Library. It was attended by State Senator Gillespie and State Representative Walker. It is being shown on the cable channel.

City Administrator Wade – noted that Community Days is June 4 from 9 AM – Noon. The Lions Club will be serving pancakes.

- He also said that the Arlington Countryside groundbreaking will be held in June.

Police Chief Caponigro – introduced himself as the new police chief. He noted that the Police Department has sworn in two new police officers that are in Week 3 at the Academy. Two part-time officers have been sworn in and the City hired their first lateral police Officer who transferred from Chicago PD.

Assistant City Administrator Falcone – said that June is the busiest month for the City.  
 -June 11 is the document shredding event from 9 AM until Noon. Up to six bags of documents will be taken.

Director of Building and Development Peterson- said that HOME Bar has changed its formatting. It has relinquished its concert venue and has signed a cheerleading training and practice group.  
 -the former Nikko’s will begin construction mid-summer  
 -Pabcor has told the City that Mango’s will expand to the old Ruffolo space.

Public Works Director Roscoe – noted that the Levee 37 inspection was May 18. Public Works is responsible for the maintenance. The inspection included 13 officials, and the Public Works got very high scores for the condition of the Levee.  
 -Arlington Countryside has been a project that the City has worked to fund for forty years. The current Staff and Council has been able to get grants and funding, and the Groundbreaking ceremony will be June 3<sup>rd</sup>.  
 - Public Works has hired two summer interns.  
 -SWANCC website shares information regarding electronic recycling. There will be no electronic recycling at the shredding event.  
 -For storm debris, Flood Brothers will remove waste that is up to four feet in length.

**DISCUSSION TOPICS FOR JUNE WORKSHOP MEETING:**

**A.**Discussion of City Water Study and New Water Survey – Mayor Dolick is meeting with Treasurer Tibbits to discuss the water study and the water survey. – **No action taken.**

**B.**Discussion of Elected Officials Stipends

**It was decided to put the Quarterly Newsletter on for the June Workshop.**

**APPROVAL OF WARRANTS**

**A.** Approval of Expenditures

General Fund	\$291,940.68
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,520.47
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$1,022.05
Solid Waste Fund	\$0.00

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	\$119.11
Special Service Area #8 – Levee Wall #37	\$1,528.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$3,885.71
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$18,992.75
Parking Fund	\$750.14
Sanitary Sewer Fund	\$2,440.00
Road/Building Bond Escrow	\$0.00
<b>TOTAL</b>	<b>\$322,198.91</b>
<b><u>Wire Payments</u></b>	
<b>5/06/2022 PAYROLL</b>	<b>\$161,291.58</b>
<b>APRIL ILLINOIS MUNICIPAL RETIREMENT FUND</b>	<b>\$18,730.18</b>
<b>TOTAL WARRANT</b>	<b>\$502,220.67</b>

Deputy Clerk Schultheis read the warrants.

**Alderman Morgan-Adams moved to approve the warrants as read; seconded by Alderman Cameron to include a TOTAL of \$322,198.91; 5/06/2022 Payroll of \$161,291.58; April Illinois Municipal Retirement Fund of \$18,730.18; and a Total Warrant of \$502,220.67. . There was unanimous approval.**

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

Motion carried 5 – 0

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

**EXECUTIVE SESSION/ADJOURNMENT - At 7:46 PM, Alderman Morgan-Adams moved to go into Executive**

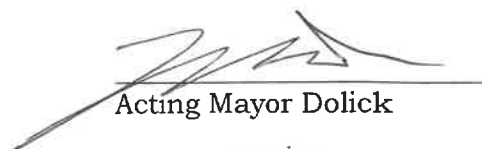
**Session to discuss potential litigation against or affecting the City according to Section 5 ILCS/120/2(c)11 of the Municipal Code and Adjourn Open Session; seconded by Alderman Ludvigsen. . There was unanimous approval.**

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

Motion carried 5 – 0

Approved by the Prospect Heights City Council on this the 13<sup>th</sup> day of June, 2022.

  
Deputy Clerk Schultheis

  
Acting Mayor Dolick

