



THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JULY 8, 2019 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

CALL TO ORDER – At 6:35 PM, Mayor Nicholas J Helmer called to order the July 8, 2019 Regular City Council Workshop Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR QUORUM – City Clerk Prisiajniouk called roll. A quorum was present.

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

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Police Chief Zawlocki, Director of Public Works Roscoe, Finance Director DuCharme, Deputy Clerk Schultheis, City Attorney Kearney, and Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Audience Member – Joe Pascucci, Jr.

APPROVAL OF MINUTES

A. June 24, 2019 Regular Council Meeting Minutes – **Alderman Morgan-Adams moved to Approve the June 24, 2019 Regular City Council Meeting Minutes as presented; seconded by Alderman Dolick. There was unanimous approval.**

ROLL CALL VOTE:
AYES - Dolick, Ludvigsen, Cameron, Morgan-Adams, Quinn
NAYS - None
ABSENT – None

Motion carried 5 – 0

PRESENTATIONS - None

PUBLIC COMMENT (Agenda Matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

Director of Public Works Roscoe – Said that Builders Paving was working on road repairs from issues with the work that they did in the Fall, 2018. GeWalt Hamilton has one of their engineers onsite overseeing the repairs.

Alderman Dolick – Ward 5 – said that there are lingering issues with the transition in waste removal from Republic to Flood Brothers. There are still a number of under-sized containers that are filling up too quickly and some have no lids. He noted that this was an issue that was in the process of being handled but it was not completed.

Alderman Ludvigsen – Ward 4 – stated that there were still a number of cans that had not been picked up by Republic. He noted that the issue was being addressed by City Administrator Wade and Assistant to the City Administrator Falcone. He commented on the success of the Rock the Runway event on June 29th. He noted that the Rock the Runway needed more food trucks as people were waiting on line for up to forty-five minutes.

City Clerk Prisiajniouk – discussed an opportunity to get a mailbox donated by the Post Office to be decorated and used as storage containers for retired flags. This container for the flags would be kept at City Hall. The Rotary Club would help if there was an expense.

City Administrator Wade – apologized to all of those that were inconvenienced by the change in public waste disposal carriers. He noted that the biggest issue was that Republic had failed to pick up all of the trash bins that were theirs. He said the Assistant to the City Administrator Falcone was in constant contact with Republic and Flood Brothers to remedy any outstanding issues with the transition.

Mayor Helmer – noted that most of the phone calls that he had received about the transition were positive. The mayor said that the Rock the Runway and Run the Runway events had been amazing. The fireworks were the best and the most elaborate ever, and the crowd was estimated at about 20,000 people.

Deputy Clerk Schultheis – thanked the Police Department, Fire District, Lions Club, Public Works, St. Alphonsus Church and Hebron Church, and the elected officials for their assistance and participation in the Fourth of July parade. She noted that there were more marchers and floats than we have had in past years. And, noted that the City's National Anthem was sung by Alderman Morgan-Adams.

Alderman Morgan-Adams – Ward 3 – thanked the City and participants for the Parade and Rock the Runway event.

- She said one of the workshop items was the Chamber. She noted that there was a meeting that took place, and at the meeting there was Alderman Morgan-Adams, City Administrator Wade and Alderman Quinn. They discussed the issues that led to the situation that the City currently has with respect to the Chamber issue. She said they discussed it would probably be best to have a task force to further investigate all of the options and report back to the Council. She noted that it was her understanding that Alderman Quinn was willing to be part of the Committee, as well as herself.

Alderman Quinn acknowledged that she would be willing.

Alderman Morgan-Adams said that she would want Staff to be part of the Committee. It was noted by Attorney Kearney that a Resolution creating an Ad Hoc Committee could be drafted, but asked how long the Committee would be in existence.

Alderman Quinn said that discussion was to have a Meeting and go back to the Chamber.

Alderman Morgan-Adams added that other options were to be discussed, too. Alderman Morgan-Adams said that the Committee's lifespan could be as little as a couple of months; maybe six months.

Attorney Kearney said that he did not believe that an official committee resolution was needed yet, as it was only Staff and elected officials working together.

Alderman Morgan-Adams said that the Chamber should be **Tabled** as a Workshop Item, until there was more information and there was more time to investigate the situation. Alderman Ludvigsen asked that it be kept on for an update with the understanding that there would be a solution later.

Alderman Quinn – Ward 2 – Looking into ways to provide Census information to the residents.

Alderman Cameron – Ward 1 – Said that she enjoyed the parade but suggested that there be a shuttle bus from Hebron Church back to St. Al's Church after the parade.

Police Chief Zawlocki – Noted that there were extra officers at Rock the Runway and there were no major incidents.

He added Outreach was having an event on July 10th – at Camp Duncan. Over 70 children were registered.

Treasurer Tibbits – Said that the Parade was great

He said that the Rock the Runway event was spectacular, but hoped that the next year elected officials would be able to assemble onstage all together

CONSENT AGENDA – None.

OLD BUSINESS

A. Staff Memo and Request by Gene's Towing for Appeal/Reconsideration of Request for Proposal Award of Police Towing Services Contract, Authorized by City Council at the July 23, 2018 Regular City Council Meeting (*Tabled from May 13th Workshop Meeting*) – Attorney Kearney gave a summary of the contract language – there is a one year agreement that expires at the end of the month. The City has the option for a two-year extension. The City can renew or terminate the contract and go to an RFP. If the Council chooses not to renew, the contract allows for a 60-day extension at the City's discretion which would end on 9/29/2019.

It was noted that the RFP process could take time, and that it had not begun yet.

If the City wanted to pursue different terms, it would require a contract amendment. That is, the City cannot extend the contract for one more year – it either has to extend for two more years or terminate or renegotiate the contract. It was also noted by the Attorney that the City could not have a month-to-month contract.

There was discussion between the Aldermen regarding an RFP process.

Alderman Ludvigsen moved to direct the Attorney and Staff to prepare to draft a 60-day extension and prepare the two-year contract option extension with Hillside; seconded by Alderman Dolick.

Attorney Kearney clarified that this motion does not address an RFP.

Police Chief Zawlocki recommended honoring the contract extension for two years as Hillside Towing had done everything that was asked of them. It was noted that there were no negative reports on Hillside.

Alderman Ludvigsen asked that there be a Resolution to approve the contract extension. He also stated that he wanted to make certain that the City preserve its credibility and follow a process as Hillside had honored their contract with the City.

Attorney Kearney clarified that if the motion passed the City will opt for a 60-day extension and a Resolution for the two year extension to be voted on at the next meeting

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

Motion carried 5 - 0

NEW BUSINESS

A.R-19-18 Resolution Authorizing the Chicago Executive Airport Manager to Execute a Real Estate Contract for Purchase of 201 Industrial Lane – CEA Executive Director Abbott said that the IGA recommended purchase of the property, and that Wheeling had already approved the purchase. The Airport was seeking approval from the City Council. It was noted that this property was just south of Industrial Drive. It was also noted that this property was contiguous to the airport properties.

Alderman Morgan-Adams moved for approval of R-19-18 Resolution Authorizing the Chicago Executive Airport Manager to Execute a Real Estate Contract for Purchase of 201 Industrial Lane; seconded by Alderman Cameron. There was unanimous approval.

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

Motion carried 5 - 0

B.Request for Waiver of 1st Reading O-19-20 Staff Memo and Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights as Designated by State of Illinois (*1st Reading*) – **No longer requested, SEE ITEM C**

C.O-19-20 Staff Memo and Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights as Designated by State of Illinois (*2nd Reading*) – **REMOVED as the law no longer requires its passage**

D.O-19-21 Ordinance Approving FY19-20 Budget Amendment (*1st Reading*) – **NO ACTION REQUIRED FOR ORDINANCE**

There was discussion regarding amending the Budget to give funds to the Natural Resources Commission in the amount of \$2500. There were questions regarding the budget amendments. Attorney Kearney noted that they were not uncommon.

Finance Director DuCharme stated that Budget amendments usually occurred if there was an emergency need for funding. He added that as long as the City was within Budget it did not have to amend the Budget to use more funds for items that were in the General Fund already.

Aldermen wanted to know if the additional funds that were being requested would be used to pay wages. Assistant to the City Administrator Falcone said that the NRC interns were paid through donations. The money from the City was not used to pay interns. Finance Director DuCharme said that donations were deposited into the Revenue Account and any funds not used are not used go away. He suggested an escrow account be set up.

Alderman Morgan-Adams asked if an amendment was even required as the City Administrator had the authority to spend up to \$10,000 without going to Council.

Finance Director DuCharme said that the money could be spent as long as the Budget could cover that amount, but this should have the Council's approval.

Alderman Dolick said that there was concern that the NRC also works on Park District land, and they do not fund the NRC.

Alderman Morgan-Adams said that the City should be seen as a whole, not separate. Attorney Kearney said that the school district and the park District are separate entities.

It was noted that the City is in the process of an IGA with the Park District regarding the NRC. The concept would be that the Park District would allow the NRC to work on their land, but would not contribute to the NRC.

Alderman Ludvigsen stated that the park District has three workers that do lawn maintenance, and that while they may be under City jurisdiction they are a separate entity.

Alderman Ludvigsen moved to Draft a Resolution for an additional \$2500 to be distributed to the Natural Resources Commission; seconded by Alderman Quinn. There was unanimous approval.

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

Motion carried 5 - 0

R-19-19 Resolution Establishing City of Prospect Heights Complete Count Committee – It was noted by City Administrator Wade said that there was already a grass effort spearheaded by former Alderman John Styler. The idea was to educate the populace about the importance of the Census. The Mayor noted that the census helps determine the amount of money the City will get from the government.

Alderman Quinn said that it was unfortunate that the Census Chairman was not present to answer questions. She also felt that Chairman Styler might already have a process in place and volunteers. Attorney Kearney said that the Committee created would make a city committee out of the independent citizens' committee.

There was concern as to whether there would be one or two committees. Attorney Kearney replied that it would be one committee where the City exercised control over the rules and regulations. There were concerns voiced that the general population might not want the government in charge, and since preliminary steps had already been taken by John Styler there was no need to create a committee.

There were serious concerns by Staff that though the Staff had three veterans of prior census experiences; they were being told they were told by the Chairman that their assistance would not be required.

It was suggested by the Aldermen that the Mayor should also be on the Committee, as Chairman. The Mayor stated that John Styler would be Chairman but that he would be willing to serve on the Committee.

Alderman Morgan-Adams moved to approve R-19-19 Resolution Establishing City of Prospect Heights Complete Count Committee, amended to include nine members; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 - 0

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. All Seven Elected Officials to be Appointed to the 2020 Census Complete Count Committee – **Alderman Ludvigsen moved to Approve amended appointments to have all eight Elected Officials to be appointed to the 2020 Census Complete Count Committee to include Mayor Helmer, Treasurer Tibbitts, City Clerk Pristajniouk, Alderman Ludvigsen, Alderman Cameron, Alderman Quinn, Alderman Dolick and Alderman Morgan-Adams; seconded by Alderman Dolick. There was unanimous approval.**

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

Motion carried 5 - 0

The Mayor stated that he would appoint John Styler as Chairman of this Committee.

DISCUSSION TOPICS FOR WORKSHOP MEETING:

A. Liquor License Code Review – Alderman Ludvigsen said that he had a draft of changes that he would like to see discussed, and that those changes would be given to the City Attorney on Tuesday. – **No action was taken.**

B. Economic Redevelopment – The City is waiting for Deli-4-You to close on its property purchase. That is scheduled to occur on July 14. This will be brought back to Council.

City Administrator Wade said that Manny Rafidia of Prospect Crossings had asked about the marijuana law.

Police Chief Zawlocki said that as of now Cook County will not prosecute marijuana misdemeanors. There were still questions as to how medical marijuana needed to be carried in a vehicle – a closed container, but not certain if that means an “official” closed container. Medical Marijuana cards allow up to five grams to be grown. – **No action was taken.**

C. Term Limits for Elected Officials – Mayor Helmer said that City of Des Plaines term limits were being reviewed. Alderman Dolick asked that staggered elections be included in that referendum – **No action was taken.**

D. Chamber of Commerce – Alderman Morgan-Adams said that the Chamber had voted to change the name to the Greater Area Wheeling Chamber of Commerce. There had been a letter sent by the Mayor against the name change and withdrawing the City from the Chamber, but it had been unsigned.

Mayor Helmer noted that the City had formed the Chamber with the Village of Wheeling and that the name change was a slight to the City. He suggested that the City form its own Chamber. Alderman Quinn noted that the Chamber did not vote the City out, it only changed the name. She stated that the City could not sustain its own Chamber. She suggested that the City go back to the table with the Greater Area Wheeling Chamber to secure its position with the Chamber. Alderman Morgan-Adams said that, in the opinion of the Chamber, they did not kick out Prospect Heights. – **No action was taken**

E.City Water – Mayor Helmer said that the City had removed a non-functional committee – the Water Committee. That Committee was on permanent hiatus.

Treasurer Tibbits said that the City had been working on expanding water to the entire City for 40 years. He said that the Council needed to get cost estimates because there was still no unified water system. He believed that the City needed to look for funding mechanisms.

Alderman Ludvigsen said that any water system would need a water tower. That would require donation of property – **No action was taken**

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$113,653.92
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$13,103.00
Tourism District	\$0.00
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$27,324.27
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	\$38.98
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	\$16,275.75
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00

Water Fund	\$5,227.07
Parking Fund	\$364.44
Sanitary Sewer Fund	\$8,429.47
Road/Building Bond Escrow	\$6,045.00
<u>Police Pension</u>	<u>\$0.00</u>
TOTAL	\$190,461.90

Wire Payments

6/7/2019 PAYROLL POSTING	\$168,805.39
TOTAL WARRANT	\$359,267.29

City Clerk Prisiajniouk read the warrants.

Alderman Morgan Adams moved to approve the Warrants; seconded by Alderman Quinn to include a TOTAL of \$190,461.90; 6/7/2019 PAYROLL POSTING of \$168,805.39; and a TOTAL WARRANT of \$359,267.29. There was unanimous approval.

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

Motion carried 5 - 0

PUBLIC COMMENT (Non-Agenda Matters) – Alderman Ludvigsen said that the Mayor should give Council copy of any proposals, drawings or plans from Manny Rafidia for the multi-family unit that he was considering. The Mayor said that he would send photos that he had and would speak with Director of Building and Development Peterson. City Administrator Wade said that he would send any information that he had to the Council. Alderman Ludvigsen noted that Prospect Crossings is a PUD.

EXECUTIVE SESSION – Alderman Ludvigsen asked for an executive session to discuss litigation pending and probable

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 8:40 PM, Alderman Ludvigsen moved to Close Open Session and go into executive session to discuss litigation pending and probable; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 - 0

Approved by the City Council of Prospect Heights on this the 26th day of August, 2019.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

