



THE REGULAR COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, AUGUST 26, 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 Helmer called to order the August 26, 2019 Regular City Council Meeting at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR QUORUM – City Clerk Prisiajniouk called roll. A quorum was present
ELECTED OFFICIALS PRESENT – Aldermen – Quinn, Cameron, Morgan-Adams, Dolick, Ludvigsen; Mayor Helmer, City Clerk Prisiajniouk, and Treasurer Tibbits.
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Police Chief Zawlocki, Assistant Building and Development Director Taylor, Deputy Clerk Schultheis, Finance Director DuCharme, Attorney O’Driscoll, and Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Audience Member – Officer Blanco

INVOCATION – Led by Father Joseph Le – Pastor of St. Alphonsus Liguori Catholic Church

APPROVAL OF MINUTES

A. July 8, 2019 Regular City Council Workshop Minutes

B. July 22, 2019 Regular Council Meeting Minutes – **Alderman Dolick moved for omnibus Approval of the July 8, 2019 Regular Meeting Minutes and the July 22, 2019 Regular Meeting Minutes; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 - 0

PRESENTATIONS - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Recognition of Retiring Police Sergeant Michael Stone – Chief Zawlocki read the Proclamation to retiring Sgt. Stone. It was noted that he was one of the original Officers hired in 1990.

PUBLIC COMMENT (Agenda Matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A.Chicago Executive Airport Report Presented by Director Scott Saewert – Director Saewert said that there would be a joint meeting of Wheeling, Prospect Heights and the CEA on September 18. City Administrator Wade noted that the meeting would be at Chevy Chase.

-Tower Road has been resurfaced as has Runway 1230.

- Residential Sound Improvement Program – installing new windows and doors to block at noise are being funded mostly by the FAA; but the airport uses its own funds \$200,000 – to help fund the improvement. The manager that is handling this project has been moved into the area on airport property. The first year will determine which homes will be in the program. The program will be two-plus years.

- The airport masterplan will be discussed on September 18. The CEA will be presenting the preferred alternatives. In early 2020, if approved by the City and the Village the document will go to the FAA.

- The Customs Building will be permanently moved from the hangar that is in the northwest corner of the airport towards Hintz Road – in Prospect Heights. The architects are designing this with the FAA.

- the Aviation Academy – with the CEA and District 214 and Lewis University will help HS seniors participants earn 3 college credits and HS credit. The program allows for twenty students, and has a waiting list of 80. The course is regarding aviation. A storage area in the Prospect Heights section has been converted to a classroom – he thanked Director Peterson for the help he has provided in this effort.

- The CEA is on track to finish 2019 close to 78,000 flight operations; and 500 customs operations. The fuel sales continue to reach a twenty year high at 6.5 million gallons.

B.July Treasurer's Report Presented by Finance Director Michael DuCharme – Director DuCharme noted that expenses are coming in less than expected. On the revenue side- Building permits are up considerably.

Alderman Ludvigsen asked about the audit by Azavar. Director Ducharme said that it was not completed. Azavar is still flowing up on some items, like places of eating tax.

Glenview reimbursement – Director DuCharme believed that the reimbursement would come in late summer or early Fall.

Car Wash – will not appear in sales tax. Car Wash will be first payment; and the Director will follow up on when Life Storage will make payment.

C.Status Report on Tax Increment Financing District and Dissolution Ordinance by Finance Director Michael DuCharme – said that when the City adopts the dissolution of the TIF through an Ordinance the excess funds are released to other taxing bodies. The TIF expired April, 2019, but property taxes are in arrears so the City will not receive the 23rd year revenue until the 24th year. If the City were to dissolve the TIF now through an Ordinance it would forego the final payment. The TIF will be dissolved next summer.

Assistant to the City Administrator Falcone – noted that if there are any issues with the new waste disposal company, they are being handled through Administration. There are currently some ongoing issues with

multifamily disposal services due to a misunderstanding, and Flood Brothers has been responsive. All remaining Republic issues have to do with people who kept their old Republic trash bins.

Alderman Ludvigsen – Ward 4 – alerted Council that there is a property on Camp McDonald that they should be aware of, but as of this point; no application had been submitted.

Alderman Morgan-Adams – Ward 3 – said that Town Hall meeting with the natural Resources Commission and ComEd Prairie went well. They are still reaching out to residents to resolve any concerns.

Alderman Morgan-Adams also said that Chamber Committee will be meeting next Friday with the Greater Wheeling Chamber of Commerce president.

Alderman Quinn – Ward 2 – noted that it was Women’s Equality Day.

She said that there will be a Census Open House in October with Congressman Schneider.

Alderman Cameron – Ward 1 – said that the Holiday Inn Express had opened.

She noted the importance of getting participation in the census count especially in Wards 1 and 5. City Administrator Wade added that the City qualified as a Complete Count Committee Community – meaning that the government will train volunteers. The City will be notified when this will occur. He also said that the City had translated the census information into Spanish and Polish. River Trails has met with the Director of Building and Development, Dan Peterson, to discuss their participation in the Census.

Police Chief Zawlocki –said that the Outreach program had exceeded expectations, and was finished for the year. Eighty children had signed up for each trip.

- He said that the Police Hummer had been part of the Deli-4-You car show.
- On September 9th, Brad Sigsworth will be sworn in as a new officer. He will start the Academy on September 15.
- Corporal Pufundt will be promoted to Sergeant on September 9th.

City Administrator Wade – said that there will be an Open House regarding Wolf Road Sidewalk on August 27 from 6-8 PM. It is a public meeting to advise residents. It is hoped that construction will begin in 3-5 years. It is estimated to be a \$2million project. Aldermen wanted to know if the State would replace the sidewalk if they ever did construction in the right of way. City Administrator Wade answered that the project would not encroach in the State right of way; adding that this project would go through IDOT. Funding would come through Cook County Invest in Cook, Congestion Mitigation Regional Transportation Authority, and Illinois Transportation Enhancement.

CONSENT AGENDA -

A. R-19-25 Staff Memo and Resolution Approving Bid and Contract for Crack Sealing with Patriot Pavement Maintenance at a cost not to exceed \$20,000 – Alderman Dolick moved to approve R-19-25 Resolution Approving Bid and Contract for Crack Sealing with Patriot Pavement Maintenance at a cost not to exceed \$20,000; seconded by Alderman Morgan-Adams. There was unanimous approval.

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

ABSENT - None

Motion carried 5 - 0

11. OLD BUSINESS

A.(Continued to September 9, 2019) O-19-24 Staff Memo and Ordinance Amending Title 5, Chapter 7 Section 6C of the City of Prospect Heights Zoning Code Adding Permitted Special Uses *(2nd Reading)* –

B.(Continued to September 9, 2019) O-19-25 Staff Memo and Ordinance Granting a Special Use Permit for the Property Commonly Known as 35 E. Palatine Road *(2nd Reading)* **Alderman Dolick moved for omnibus reconsideration by the PZBA of Amendment Title 5, Chapter 7 Section 6C of the City of Prospect Heights Zoning Code Adding Permitted Special Use and Granting a Special Use Permit for the Property Commonly Known as 35 E. Palatine Road ; seconded by Alderman Ludvigsen.**

Discussion followed – there was discussion that there were too many changes to be addressed to vote on it without having the PZBA revisit the request.

There was unanimous approval.

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

Motion carried 5 - 0

NEW BUSINESS

A.O-19-26 Staff Memo and Ordinance for Fence Variation for 509 Grego Ct. *(1st Reading)* – **Alderman Morgan-Adams moved to send the Fence Variation for 509 Greco Court back to the PZBA; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 - 0

B.Request for Waiver of 1st Reading O-19-27 Staff Memo and Ordinance Directing the Sale of Surplus Property - 2007 Chevy Impala - Vin #2G1WS55R079221275 and 2007 Ford Taurus - Vin #1FAHP53037A155842 *(1st Reading)* – **Alderman Ludvigsen moved to waive first reading of O-19-27 Ordinance Directing the Sale of Surplus Property - 2007 Chevy Impala - Vin #2G1WS55R079221275 and 2007 Ford Taurus - Vin #1FAHP53037A155842; seconded by Alderman Quinn. There was unanimous approval.**

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

Motion carried 5 - 0

C.O-19-27 Staff Memo and Ordinance Directing the Sale of Surplus Property - 2007 Chevy Impala - Vin #2G1WS55R079221275 and 2007 Ford Taurus - Vin #1FAHP53037A155842 (2nd Reading) Alderman Ludvigsen moved to approve O-19-27 Ordinance Directing the Sale of Surplus Property - 2007 Chevy Impala - Vin #2G1WS55R079221275 and 2007 Ford Taurus - Vin #1FAHP53037A155842; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 - 0

D.R-19-26 Staff Memo and Resolution for Funding of Schoenbeck Road Safe Routes To Schools Sidewalk Project – Alderman Morgan-Adams moved to Approve R-19-26 Resolution for Funding of Safe Routes to School Sidewalk Project; seconded by Alderman Ludvigsen. There was unanimous approval.

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

Motion carried 5 - 0

E. R-19-27 Resolution Authorizing the Purchase of a City Advertisement in the American Legion Post 36 Ad Book not to Exceed \$500 – Alderman Dolick moved to Approve R-19-27 Resolution Authorizing the Purchase of a City Advertisement in the American Legion Post 36 Ad Book not to exceed \$500; seconded by Alderman Ludvigsen.

Discussion followed. Council discussed how much should be donated and the inscription in the Ad to congratulate the American Legion; and that the amount should be \$300.

Alderman Dolick moved to clarify his motion to state that the City would purchase a \$300 ad; seconded by Alderman Morgan-Adams. There was unanimous approval.

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

Motion carried 5 - 0

Assistant to the City Administrator Falcone will put together paperwork and Ad contents, as well as ad size that matches the donation amount.

DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING:

- A. Liquor License Code Review
- B. Economic Redevelopment
- C. Term Limits of Elected Officials
- D. Chamber of Commerce

E. City Water

Alderman Ludvigsen said that the consideration of the legalization of cannabis should be on the September 9th Workshop Agenda as a discussion topic.

City Attorney O'Driscoll said that the State would also be making laws that may affect any decisions that the City makes.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$187,108.44
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$5,420.00
Tourism District	\$4,055.74
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	\$125.39
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	\$0.00
Palatine Road Tax Increment Financing District	\$1,640.00
Road Construction	\$0.00

Road Construction Debt	\$1,025.00
Water Fund	\$8,045.32
Parking Fund	\$477.08
Sanitary Sewer Fund	\$5,058.56
<u>Road/Building Bond Escrow</u>	<u>\$10,604.80</u>
TOTAL	\$250,884.60
<u>Wire Payments</u>	
8/16/2019 PAYROLL POSTING	\$167,105.72
POLICE PENSION PAYMENTS	\$67,138.97
CARDMEMBER SERVICE	\$8,445.81
TOTAL WARRANT	\$512,117.50

City Clerk Prisiajniouk read the warrants.

Alderman Dolick moved to approve the Warrants as presented; seconded by Alderman Ludvigsen to include a TOTAL of \$250,884.60, 8/16/2019 PAYROLL POSTING of \$167,105.72; POLICE PENSION PAYMENTS of \$67,138.97, CARDMEMBER SERVICE of \$8,445.81; and a TOTAL WARRANT of \$512,117.50. There was unanimous approval.

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

Motion carried 5 - 0

There were questions regarding credit card ownership. City Administrator Wade said that PD had a card, the Mayor has a card, and Staff has a card. Because billing cycles don't match with the way warrants are approved; the City gets late fees. This circumvents waiting for the warrants to be passed, and the City can avoid late fees.

Alderman Cameron asked if the City was getting points for purchases; and the Assistant to the City Administrator Falcone said that there was no reward program for the cards.

PUBLIC COMMENT (Non-Agenda Matters) - Austin Mejdrich Legislative and Community Outreach Coordinator said that there was a cannabis packet that he could send out from State Representative Walker's office to the Mayor.

EXECUTIVE SESSION - None


ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:47 PM; Alderman Dolick moved to Adjourn; seconded by Alderman Morgan-Adams.

VOICE VOTE: All ayes, no nays

Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 9th day of September, 2019.



City Clerk Prisiajniouk





Nicholas J. Helmer