



REVISED THE WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, SEPTEMBER 9, 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 6:31 PM, Mayor Nicholas Helmer called to order the Regular Workshop Meeting of the Prospect Heights City Council 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 – Mayor Helmer, Treasurer Tibbits, City Clerk Prisiajniouk, Aldermen – Quinn, Ludvigsen, Dolick, Morgan-Adams, Cameron
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Director of Building and Development Peterson, Public Works Director Roscoe, Deputy Clerk Schultheis, Police Chief Zawlocki, City Attorney Kearney, Finance Director DuCharme, and Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Audience Member – Officer Blanco

APPROVAL OF MINUTES

A. August 26, 2019 City Council Regular Meeting Minutes – **Alderman Dolick moved to approve the August 26, 2019 City Council Regular Meeting Minutes; seconded by Alderman Quinn. There was unanimous approval.**

ROLL CALL VOTE:

AYES -	Quinn, Dolick, Cameron, Morgan-Adams, Ludvigsen
NAYS -	None
ABSENT -	None

Motion carried 5 – 0

PRESENTATIONS

A. Swearing In of New Police Officer Bradley Sigsworth – Police Chief Zawlocki gave background on Bradley Sigsworth, noting that he has worked as an intern and part-time desk officer in the Police Department. City Clerk Prisiajniouk swore him in as a Police Officer.

B. Promotion of Corporal Mark Pufundt to Sergeant of the Prospect Heights Police Department – Police Chief Zawlocki gave Mark Pufundt’s background regarding his promotion to Sergeant. He

started with the Prospect Heights police department in 2012, and was Officer of the year in 2018. City Clerk Prisiajniouk swore him in as Sergeant.

C. Report of Results of 1st Phase of Sanitary Sewer Televising and Evaluation, Presented by Mike Grinnell, of Gewalt Hamilton Engineering – this is the culmination of about three years of work, and enough information has been learned to develop a Capital Improvement plan for the system. The City will be able to handle problem areas in a more efficient and economical way. Mr. Grinnell said that as the City has smaller diameter sewer, rehabilitation would be easier and faster. 104,000 liner feet of sewage was televised. American Underground did all of the televising. A rating system was set up for the sewer system to rate which was most in need of maintenance.

He said that the clay pipe and ACP pipe had the most amount of issues. He noted that there was about \$213,000 worth of critical pipe issues. He suggested root treatment at the same time (which would be about \$35-40,000 of the cost). Root treatment will keep roots from growing back – it will extend life of the pipe.

He said that this would be an 8-year program. Phase II would go from 2020/2021. There are only four phases.

Mr. Grinnell noted that the City was part of the MPI Group – so that pricing is already fixed. Some of the shallow excavations could be done by Public Works. Utilities would fix gas bores for free. City Administrator Wade added that everything done would be brought back to Council for authorization before budget season. He noted that as a storm water utility, it has its own funding source.

Mr. Grinnell said that the area of Prospect Heights being discussed was Willow Road to Camp McDonald and Rand Road to Wolf Road, south of Willow Road except for Rob Roy - which will be televised next year.

D. Report of Engineering Evaluation of East Side Storm Water Management System and Proposed Improvements by Mount Prospect, Presented by Jodi McCarthy, of Gewalt Hamilton Engineering – Jodi McCarthy gave an update on study of east side storm water management system. She said that there were two studies. The Levee 37 Drainage Study by Christopher Burke – commissioned by Mount Prospect. Their main focus was Old Willow and Euclid. The Study did not really show what was going to happen in Prospect Heights. The GHA evaluation was to study the impact of the drainage proposal on Prospect Heights and to analyze how to minimize flooding. GHA analyzes for ten-year critical duration event.

Her conclusions were that – Proposed Mount Prospect improvements to Pump #2 will greatly benefit the City of Prospect Heights by decreasing the water surface elevations throughout the City and providing more capacity in three existing ponds and storm sewer

Also, other potential options evaluated provided very small decreases in water surface elevations. Public Works Director Roscoe noted that modelling helps keep the City from constructing something that does not work. He said that the Mount Prospect project will have a great impact. He noted that a lot of the area where the City is having issues goes back to construction that was done in 1969. Alderman Ludvigsen asked if Mount Prospect had to complete its project before the City could work on old Willow. - Engineer McCarthy replied that the City needs their big pumps turned on to see the results.

Public Works Director Roscoe said that the City is gifting that water to Mount Prospect but that is the way the water flows. Adding three more pumps will greatly improve the situation.

City Administrator Wade said that the Illinois Department of Natural Resources funds the pumps. They are located in Mount Prospect and Prospect Heights. That bid will go out this Fall.

Engineer Glenn said that the pumps would probably be in by Spring or 2020.

Alderman Cameron asked about a retention pond in Old Willow; and Engineer McCarthy acknowledged that there was a restrictor put in there but she could not find any information from MWRD about a detention area.

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

PUBLIC COMMENT (Agenda Matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

City Clerk Prisiajniouk - reminded the audience that there are census taker positions available. She said that you could apply at [2020census/jobs](https://www.cityofquincy.org/2020census/jobs)

Public Works Director Roscoe – The status of Palatine Road reconstruction – the City has been working with IDOT and it is moving along slowly. It is believed that the work will be done no later than the end of October.

IDOT – doing midnight crack sealing on Rand Road. They are done with Prospect Heights. The City crack sealing on City streets started last week.

Director of Building and Development Peterson – Thornton’s has had a slight delay in opening. They are scheduled to open September 19. They also ran into some weather issues last week which slowed down their completion.

Alderman Dolick – Ward 5 – Said that he had a productive meeting with Flood Brothers, along with the Assistant to the City Administrator Falcone and the Quincy Park management.

Mayor Helmer – said that the City has gotten some complaints that the dumpsters are too small. If there are any issues with the size of the dumpsters, management or residents needs to phone Flood Brothers and they will rectify the problem.

Alderman Ludvigsen – Ward 4 – Asked about the strange, loud booms that residents heard last Friday night. **Police Chief Zawlocki** said that the Police did not receive any calls, but they did get an email from a resident on Maple about the noise. He advised her to call 9-1-1 so that Police can narrow down the time and the area of the noise.

Treasurer Tibbits said he had called 9-1-1 a few Friday nights ago. It sounded like dynamite. He said it was west of him and north. He believed it to be someone setting off something loud locally. He did not request Police presence.

Police Chief Zawlocki said that the woman from Maple believed it was by her. She was east of Rte 83.

Mayor Helmer placed the noise closed to Palatine Road and maybe 83 or Schoenbeck

Alderman Morgan-Adams – Ward 3 – Noted that there had been a meeting on the Chamber of Commerce on Friday and she said that there would be follow up for a report at the next Council meeting.

Alderman Quinn – Ward 2 – On October 10, Ward 2 will be sponsoring a Census kickoff meeting with Congressman Schneider at Brookdale

Treasurer Tibbits- described the new, upgraded HD cameras that have been added to enhance viewing at the podium. He said that the City will have dual systems for back up.

Mayor Helmer – Stated that some parishioners asked him why Alderman Ludvigsen had commented that the waste disposal rebidding was a “shady thing.” **Alderman Ludvigsen** replied that it was “shady” to the extent that bids were received, they were thrown out and there was

another bid. **City Administrator Wade**, at the request of the Mayor, went through the process of the bidding. **Assistant to the City Administrator Falcone** emphasized that the bid that came in was significantly lower. **City Administrator Wade** said that Staff brought the issue back to the Council and offered three choices – 1) continue with Republic 2) take the lowest bid – LakeShore 3) Ask all of the waste haulers to give their lowest price. City Council, not Staff, voted to rebid for the lowest price.

Alderman Ludvigsen said that this was not the right approach, and stated that the Mayor’s Office controls the Agenda. He continued that when there is a bid process, there should not be rebidding after the numbers have come in.

CONSENT AGENDA -

A. R-19-29 Resolution Dissolving the Water Committee

B. R-19-30 Resolution Dissolving the Flooding and Streets Committee

C. R-19-24 Staff Memo and Resolution Approving Bid and Contract for Public Works Bucket Truck Through Sourcewell (formerly the intergovernmental purchasing cooperative National Joint Powers Alliance) at a cost of \$111,831.00 and not to exceed \$115,000.00

D. R-19-31 Staff Memo and Resolution Approving Contract for Roof Design and Construction Administration for Public Works Building, 401 Piper Lane, with BHMS - Baranski, Hammer, Moretta, & Sheehy Architects for an amount not to exceed \$7,600.00

E. R-19-28 Staff Memo and Resolution Approving Purchase of Two New Police Patrol Vehicles for the Police Department, through the Suburban Purchasing Cooperative from Currie Motors for \$67,818.00

F. R-19-32 Staff Memo and Resolution Approving Purchase of One New Undercover Vehicle for the Police Department, through the Suburban Purchasing Cooperative from Currie Motors for \$36,872.25 from DEA Funds

Alderman Morgan-Adams moved for omnibus approval of R-19-29 Resolution Dissolving the Water Committee; R-19-30 Resolution Dissolving the Flooding and Streets Committee; R-19-24 Resolution Approving Bid and Contract for Public Works Bucket Truck Through Sourcewell (formerly the intergovernmental purchasing cooperative National Joint Powers Alliance) at a cost of \$111,831.00 and not to exceed \$115,000.00; R-19-31 Resolution Approving Contract for Roof Design and Construction Administration for Public Works Building, 401 Piper Lane, with BHMS - Baranski, Hammer, Moretta, & Sheehy Architects for an amount not to exceed \$7,600.00; R-19-28 Resolution Approving Purchase of Two New Police Patrol Vehicles for the Police Department, through the Suburban Purchasing Cooperative from Currie Motors for \$67,818.00 and; R-19-32 Resolution Approving Purchase of One New Undercover Vehicle for the Police Department, through the Suburban Purchasing Cooperative from Currie Motors for \$36,872.25 from DEA Funds; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 – 0

OLD BUSINESS

A.Reconsideration of Vetoed Resolution R-19-21 Resolution Approving an Amendment to the Towing & Vehicle Storage Contract with Hillside Auto Body and Service, Inc. – City Attorney Kearney noted that this was a reconsideration of a vetoed resolution. It takes a super majority to overturn a veto. An affirmative vote would be in favor of overturning the veto. **Alderman Ludvigsen moved to overturn the veto; seconded by Alderman Dolick.**

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

Motion carried 4 - 1

B.Reconsideration of Referral of (i) 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 and (ii) O-19-25, Staff Memo and Ordinance Granting a Special Use Permit for the Property Commonly Known as 35 E. Palatine Road, to the PC/ZBA = City Attorney Kearney said that there was a referral of a number of zoning items to go back to the PZBA. Stery has given the City a revised site plan that meets all of the restrictions. **Alderman Dolick moved for omnibus approval to recommend a reconsideration of referral of O-19-24 and O-19-25; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

NEW BUSINESS

A. R-19-33 Resolution Recommending Award of Contract with American Underground Inc. for Cleaning, Televising and Inspection of 2nd Phase of Sanitary Sewer System in the Amount of \$191,700 through the Municipal Partnering Initiative – **Alderman Ludvigsen moved to approve R-19-33 Resolution Recommending Award of Contract with American Underground Inc. for Cleaning, Televising and Inspection of 2nd Phase of Sanitary Sewer System in the Amount of \$191,700 through the Municipal Partnering Initiative; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

B.R-19-34 Staff Memo and Resolution Authorizing Expenditure in Excess of \$10,000 (Landscape Concepts Management, \$16,110.00) for Tourism District Landscaping Fall Plantings and Seasonal Amendments – **Alderman Dolick moved to approve R-19-34 Resolution Authorizing Expenditure in Excess of \$10,000 (Landscape Concepts Management, \$16,110.00) for Tourism District Landscaping Fall Plantings and Seasonal Amendments; seconded by Alderman Ludvigsen.**

Discussion followed – It was asked if there were Fall banners. Public Works Director Roscoe noted that the Resolution had nothing to do with banners, only additional mulch and product. He added that the Tourism Board had discussed the possibility of seasonal banners for next year. - **There was unanimous approval.**

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

Motion carried 5 – 0

Alderman Dolick asked if this money came out of the Tourism District Funds. Finance Director DuCharme said that it did come from the

C.R-19-35 Resolution Rejecting Bids for Plaza Drive Reconstruction Project with Staff Recommendation – Alderman Morgan-Adams moved to approve R-19-35 Resolution Rejecting Bids for Plaza Drive Reconstruction Project with Staff Recommendation; seconded by Alderman Quinn.

Discussion followed. It was noted that the bid went \$30,000 over what was projected. If bids were to be rejected; Staff and City Engineer Glenn suggested that rebidding in the Spring of 2020 might bring lower costs. Finance Director DuCharme asked if rejecting the bid would still allow the City to be eligible to use TIF money. City Attorney Kearney said that as the City had already set forth a bid and would rebid the same project, rejecting the bid would not cancel the TIF funds.

Aldermen questioned how sure that the Staff and City Engineer could be that costs would go down. Aldermen were also concerned that the project had gone on a long time, and they felt that the rates on the bids were within \$1000 of each other. It was felt that the bids were accurate.

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

Motion FAILED 1 - 4

D.R-19-36 Resolution Authorizing Bid Award for Plaza Drive Reconstruction – Alderman Dolick moved to Approve R-19-36 Resolution Authorizing Bid Award for Plaza Drive Reconstruction; seconded by Alderman Quinn.

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

Motion carried 4 - 1

E.O-18-29 Six (6) Month Special Use Permit Extension Request for Happy Moomins Daycare Center, 11 S. Wolf Road, Prospect Heights, IL – Director of Building and Development Peterson explained that this Special Use permit had been approved by previous Council vote and PZBA recommendation, but was about to expire because of delays caused by the property owner. The request for an additional 6 months to get the remodeling completed, so that they could get DCF's approval. Alderman Quinn asked about nearby trucking. Director of Building and Development Peterson said that there would be fencing and the area would be secured. He noted that there were going to be 25 children maximum. – Alderman Morgan-Adams moved to Approve O-18-29 Six (6)

Month Special Use Permit Extension Request for Happy Moomins Daycare Center, 11 S. Wolf Road, Prospect Heights, IL; seconded by Alderman Dolick.

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

Motion carried 4 - 1

DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING:

A.Liquor License Code Review – Alderman Ludvigsen passed out materials regarding his finding and recommendations regarding the liquor licenses, hours of operation and liquor classifications. He noted that there should be fee increases, – **No action was taken**

B.Economic Redevelopment – Alderman Ludvigsen noted that there had been a meeting regarding Prospect Crossings, and that before any plans came forward; it should be brought to the attention of the Council as conceptual. Director of Building and Development Peterson said that the plans were only in the conceptual phase at this point. Alderman Ludvigsen would like a presentation before it goes any further. **No action was taken.**

C.Term Limits of Elected Officials – **No discussion**

D.Chamber of Commerce – **Discussed previously**

E.City Water – **No discussion**

F.Recreational Marijuana Legalization – City Attorney Kearney said that the City could opt out of sale of cannabis but could not prevent home use or home cultivation. He noted that there are complicated issues as there are various types of establishments and tax rates. There were many zoning issues to be examined.

The Mayor asked that there be volunteers and Staff on the Ad Hoc Cannabis Committee. Attorney Kearney noted that even as a non-home rule city, there would be more control by the City over cannabis.

Mayor Helmer noted that he reviews the Agenda one hour before the Council does. There was a question from Council whether the mayor set the Agenda or abdicated it to Staff. – **no action was taken.**

Mayor Helmer also asked Council if any of them had been lobbying each other to vote in favor of the Hillside Towing Company. Alderman Quinn replied that the question suggested that something fraudulent had been done, and that was disconcerting. – **No action was taken**

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$134,101.30
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$9,299.01

Tourism District	\$73,011.97
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$1,432.83
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	\$0.00
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	\$38,484.74
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$30,729.96
Parking Fund	\$535.15
Sanitary Sewer Fund	\$3,743.47
<u>Road/Building Bond Escrow</u>	<u>\$1,130.00</u>
TOTAL	\$293,118.43
<u>Wire Payments</u>	
8/30/2019 PAYROLL POSTING	\$165,975.51
JULY ILLINOIS MUNICIPAL RETIREMENT FUND	\$27,429.09
TOTAL WARRANT	\$486,523.03

City Clerk Prisiajniouk read the warrants.

Alderman Dolick moved to approve the warrants as read; seconded by Alderman Morgan-Adams to include a TOTAL of \$293,118.43; 8/30/2019 PAYROLL POSTING of \$165,975.51; JULY ILLINOIS MUNICIPAL RETIREMENT FUND of \$27,429.09, and a TOTAL WARRANT of \$486,523.03. There was unanimous approval.

ROLL CALL VOTE:

AYES -	Quinn, Dolick, Cameron, Morgan-Adams, Ludvigsen
NAYS -	None
ABSENT -	None

Motion carried 5 – 0

PUBLIC COMMENT (Non-Agenda Matters) - None

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 8:49 PM, Alderman Morgan-Adams move to adjourn; seconded by Alderman Ludvigsen. There was unanimous approval.

VOICE VOTE: All ayes, no nays

Motion carried 5 – 0

Approved by the City Council of the City of Prospect Heights on this the 23rd day of September, 2019.


City Clerk Prisiajniouk




Mayor Nicholas J. Helmer