



THE CITY COUNCIL REGULAR TELECONFERENCE MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, OCTOBER 26, 2020 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – Deputy Clerk Schultheis read the preamble to the Meeting. Mayor Helmer called for order at 6:30 PM. Mayor Helmer called roll.

A quorum was present

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

ABSENT – Alderman Dolick (by previous notification)

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

APPROVAL OF MINUTES

A.October 12, 2020 Regular Workshop Meeting Teleconference Minutes – **Alderman Morgan-Adams moved to approve the October 12,2020 Workshop Meeting teleconference Minutes, as presented; seconded by Alderman Ludvigsen.**

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

Motion carried 4 – 0; one absent.

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 Bill Kearns – Director Kearns noted that the Airport had a strong July, August and September; showing better revenue than a year ago. The CEA is currently on budget.

- The Construction of the Customs Building is in consideration for approval of a loan for funding. After approval by the City of Prospect Heights, it will be on the Wheeling Agenda for November 2. Groundbreaking is expected in November, and completion is expected by Summer, 2021.

- the Acoustical Test Plan will begin as soon as it is approved by the FAA. That will initiate home testing – there are 336 applications to be part of the sound reduction testing.

- Thanked the Prospect Heights Park District for allowing the CEA to be a participant. The CEA brought their Oshkosh Snow Broom to display at the October 17 Spookfest.

B. September Treasurer's Report Presented by Finance Director Cheri Graefen – Assistant Finance Director Tannehill discussed the September, 2020 Treasurers Report. He said that 42% of the Fiscal year had passed.

Police Chief Zawlocki – said that 33 applicants were interviewed on October 17-18. Seventeen passed the interview. The Police Department will begin doing background checks on the top candidates.

- He noted that there was an arrest of a juvenile subject in the 7/11 shooting. He said that juvenile was not the shooter. The suspect has been charged with attempted murder. The Police are still looking for the shooter.

Attorney O'Driscoll – said that there will be additional mitigation due to the spike in COVID cases in Illinois. He said that the Governor would be implementing these new restrictions beginning on Wednesday, October 28.

Director of Building and Development Peterson – said that the Governor's mitigation order would be hand-delivered to restaurants and bars and affected businesses. He said that restaurants would be limited to carryout and delivery. Tent services would be limited to tents that had two sides open.

Public Works Director Roscoe – said that as winter approaches the City is prepared with plows and salt. He asked residents to begin winterizing their homes.

Alderman Cameron – Ward 1 – noted that the City lost a long-time business owner to COVID. Camilo Marin, owner of Mango's Fresh deli and Market, passed away a couple of weeks ago. She noted that he had been a great community-spirited member of the Prospect Heights for many years. She offered her condolences.

- She said that Early Voting has started, and she mentioned the three locations that residents could use – Indian Trails Public Library, Mount Prospect Village Hall and Arlington Heights Village Hall.

- She reminded residents that that Saturday ends Daylight Savings Time. Set your clocks back one hour.

- She asked residents to remain diligent with sanitary and safety precautions.

Alderman Quinn – Ward 2 – reported that there was a new business opening in Prospect Heights – la Moda Hair Salon on Wolf and Camp McDonald.

Alderman Morgan-Adams – Ward 3 – said that the City hosted an informal Outreach Meeting on October 19. The group that met included selected residents from the affected area. She said that there were three main issues that the residents wanted addressed – PUBLIC SAFETY – which included traffic in the area to and from the high school. A suggested solution were sidewalks, signage and flashing crosswalk lights on Elmhurst Road. STORMWATER MANAGEMENT – she noted that one of the benefits of the TIF that would be created would be the ability to handle stormwater management.

MUIR PARK – she said that the maintenance and landscaping would be improved, and that sports facilities would be protected. She said that some non-Heritage trees would be removed while other new trees would be planted.

She added that the meeting was helpful in making certain that concerns were addressed. She assured the residents that the proposed well that Lexington would be drilling would have to comply with EPA standards.

Alderman Morgan-Adams said that she did not believe that another meeting was necessary. She indicated that preliminary engineering had started.

City Clerk Prisiajouiok resumed audio at Zoom Meeting at 6:55 PM after a technical difficulty.

City Clerk Prisiajnuok – said that there is a free, online learning opportunity sponsored by the National Constitution Center. It is an exchange program to practice learning skills and study about the Constitution.

OLD BUSINESS – None

NEW BUSINESS

A.R-20-25 Staff Memo and Resolution Approving City of Prospect Heights Traffic Safety Policy and Procedures – **Alderman Morgan-Adams moved to approve R-20-25 Resolution Approving City of Prospect Heights Traffic Safety Policy and Procedures; seconded by Alderman Ludvigsen.**

ROLL CALL VOTE - AYES - Cameron, Ludvigsen, Morgan-Adams
 NAYS - Quinn
 ABSENT - Dolick

Motion carried 3 – 1, one absent

Alderman Quinn explained that she felt that some of the topics written into the policy and procedures were outdated with the new technology.

R-20-26 Chicago Executive Airport Memo and Resolution Approving the Plan of Finance as Set Forth in the Ordinance of the Village of Wheeling, Illinois, Relating to the Issuance of Airport Revenue Note, Series 2020, and Related Matters (for the purpose of constructing a new U.S. Customs and Border Protection building at the airport) – **Alderman Ludvigsen moved to approve R-20-26 Chicago Executive Resolution Approving the Plan of Finance as Set Forth in the Ordinance of the Village of Wheeling, Illinois, Relating to the Issuance of Airport Revenue Note, Series 2020, and Related Matters (for the purpose of constructing a new U.S. Customs and Border Protection building at the airport); seconded by Alderman Morgan-Adams.**

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

Motion carried 4 – 0; one absent.

CEA Executive Director Abbott said that the project is ready to have shovels in the ground, and that because it is an IGA, both Wheeling and Prospect Heights have to approve it. The Bond will be handled through Wheeling.

Alderman Ludvigsen asked why Wheeling brings forth the bond and not the Airport? Director Abbott said that the airport, by law, cannot issue bonds.

Alderman Ludvigsen added that the bonds are always through Wheeling because they are Home Rule. He stated that this is within the CEA budget, and Prospect Heights is not required to pay anything toward the bond.

R-20-27 Staff Memo and Resolution of Council Support for the City's 2020 Illinois Transportation Enhancement Program (ITEP) Grant Application for the Wolf Road Sidewalk Extension Project - City Administrator Wade said that the sidewalk was part of the goals in the 2014 Comprehensive Plan. For the decades that METRA has been in the City there has not been a sidewalk. The population of the east side of the City is 6000 to 7000 people – it is the most densely-populated part of the City. It is also where Harper College is situated. The sidewalk will address some safety concerns.

Alderman Quinn moved to approve R-20-27 Resolution of Council Support for the City's 2020 Illinois Transportation Enhancement Program (ITEP) Grant Application for the Wolf Road Sidewalk Extension Project; seconded by Alderman Cameron.

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

Motion carried 4 – 0; one absent.

DISCUSSION TOPICS FOR NOVEMBER WORKSHOP MEETING:

A. Zoom Meeting Discussion

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$166,665.49
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$673.08
Tourism District	\$586.73
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$1,930.83
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	\$0.00
Palatine Road Tax Increment Financing District	\$673.08
Road Construction	\$0.00
Road Construction Debt	\$0.00

Water Fund	\$27,018.82
Parking Fund	\$18,293.35
Sanitary Sewer Fund	\$14,808.54
<u>Road/Building Bond Escrow</u>	<u>\$2,559.00</u>
TOTAL	\$233,208.92
<u>Wire Payments</u>	
10/09/2020 PAYROLL POSTING	\$158,188.24
10/20/2020 POLICE PENSION FUNDING	<u>\$81,802.30</u>
TOTAL WARRANT	\$473,199.46

City Clerk Prisiajniouk read the warrants.

Alderman Quinn moved to approve the warrants as presented; seconded by Alderman Cameron to include a TOTAL of \$233,208.92; 10/09/2020 PAYROLL POSTING of \$158,188.24; 10/20/2020 POLICE PENSION FUNDING of \$81,802.30; and a TOTAL WARRANT of \$473,199.46.

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

Motion carried 4 – 0; one absent.

PUBLIC COMMENT ON NON-AGENDA MATTERS (Five Minute Time Limit)

John Anda – 408 W Dorset – said that he is pursuing some service work to stormsewer lines that were put in prior to 1974. He said that there is no easement when the County put the lines in and the City was unincorporated. He would like to ask the City to pursue easements that we can officially allow Marion and Dorset to drain their water. He said that clay tiles are about to collapse. Without an easement it would be difficult for the City to do any work on fixing the 800 feet of pipeline.

Mayor Helmer suggested that Directors Roscoe and Peterson and City Administrator Wade would look into it, and report on the situation at the next meeting. He said that the reply would be in writing.

Steve Drake – said that he wanted to make a comment for the public record. He said that he refutes the account of the Outreach Meeting that was given by Alderman Morgan-Adams.

EXECUTIVE SESSION - Chicago Executive Airport Board of Directors Request for Executive Session to Discuss Purchase and Sale of Real Estate, Litigation, and Appointment, Employment, Performance, or Dismissal of Specific Personnel – City Administrator Wade said that there was a request for an executive session from the Chicago Executive Airport. At 7:19 PM, Alderman Ludvigsen moved to go into Closed Session to discuss the Chicago Executive Airport Board of Directors Request for Executive Session to Discuss Purchase and Sale of Real Estate, Litigation, and Appointment, Employment, Performance, or Dismissal of Specific Personnel setting for price for sale or lease of property; seconded by Alderman Quinn. It was noted that there would not be any action taken on the item after executive session.

ROLL CALL VOTE - AYES – Morgan-Adams, Ludvigsen, Cameron, Cameron

NAYS - None
ABSENT - Dolick

Motion carried 4 – 0; one absent.

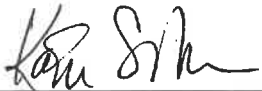
ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED - None

ADJOURNMENT – At 7:46 PM, Alderman Quinn moved to Adjourn; seconded by Alderman Cameron.

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

Motion carried 4 – 0; one absent.

Approved by the City Council of Prospect Heights on this the 9th day of November, 2020.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

