

THE CITY COUNCIL WORKSHOP TELECONFERENCE MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JANUARY 10, 2022 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:30 PM, City Administrator Wade called to order the January 10, 2022 Regular Zoom Workshop Meeting of the City Council of Prospect Heights.

ROLL CALL –

ELECTED OFFICIALS PRESENT - Deputy Clerk Schultheis called roll. City Clerk Prisiajniouk, Treasurer Tibbits, Aldermen – Dolick, Cameron, Morgan-Adams, Quinn, Dash

ABSENT – Mayor Helmer (by previous notification)

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

City Administrator Wade requested a motion to elect a Mayor Pro Tem for the Meeting. **Alderman Dolick moved to approve Alderman Morgan-Adams as the Mayor Pro Tem for the January 10, 2022 City Council Workshop Meeting; seconded by Alderman Dash.**

ROLL CALL VOTE:

AYES -	Dolick, Quinn, Dash, Cameron
NAYS -	None
ABSTAIN -	Morgan-Adams

Motion carried 4 – 0; one abstention

PLEDGE OF ALLEGIANCE – CEA Executive Director Jeff Miller led the Council and Staff in the Pledge

APPROVAL OF MINUTES

A.December 13, 2021 Workshop Meeting Minutes – **Alderman Dolick moved to Approve the December 13, 2021 City Council Workshop Regular Meeting Minutes as presented; seconded by Alderman Cameron.**

ROLL CALL VOTE:

AYES -	Morgan-Adams, Dash, Cameron, Dolick
NAYS -	None
ABSTAIN -	Quinn

Motion carried 4 – 0, one abstention.

PRESENTATIONS - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

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

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

Alderman Quinn – Ward 2 – thanked the Police Department and Public Works for the Santa Express event on December 23rd. She said that the effort that was put into it by all of the participants made for a very special holiday event.

Treasurer Tibbits- said that his newsletter article pertained to the definition of the Treasurer’s responsibilities.

Public Works Director Roscoe – discussed the salting of the streets and the New Year’s event snow removal. He asked residents to stay clear of the snow plows when they are operating on the streets during a snow event.

Director of Building and Development Peterson – noted the tragedy in the Bronx, in which 19 people died when a faulty space heater sparked a building fire. He said that if there are issues with heat in the building, the landlord should be notified. The Department of Building and Development said that they could get residents in touch with someone who could assist if they need help. He asked that residents not use ovens or space heaters to keep the room or apartment warm.

Police Chief Zawlocki – said that he was riding the 1990 vintage police squad car in the Santa Express holiday parade. And the decorated Humvee in the parade was driven by Alderman Dolick.

- He noted that Saturday, January 8 is the Police Candidate Test. Twenty-four applicants have been approved to take the test.

Assistant Finance Director Tannehill – said that the City will be starting the budget process. It will take several months to complete.

- He said that next week, the first quarter sewer bills will be sent out. Past Due residents were sent notification last week. He suggested that residents call the Finance Department if they had any issues.

Attorney O’Driscoll – introduced new Tressler Attorney, Courtney Willits.

OLD BUSINESS - None

NEW BUSINESS

A.R-22-01 Resolution Approving Chicago Executive Airport Budget Amendment – **Alderman Quinn moved to approve R-22-01 Resolution Approving Chicago Executive Airport Budget; seconded by Alderman Cameron. There was unanimous approval.**

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

Motion carried 5- 0

B.R-22-02 Resolution Approving Chicago Executive Airport Purchase of Approximately 3.37 Acres of Property (Formerly 94th Aero Squadron Restaurant) From Signature Flight Support, LLC for \$1,100,000 – **Alderman Quinn moved to approve R-22-02 Resolution Approving Chicago Executive Airport Purchase of Approximately 3.37 Acres of Property (Formerly 94th Aero Squadron Restaurant) From Signature Flight Support, LLC for \$1,100,000; seconded by Alderman Dolick. There was unanimous approval.**

Discussion followed - Mayor Pro Tem Morgan-Adams asked if the property was for aeronautical use? CEA Executive Director Miller stated that in 1986, when both Wheeling and Prospect Heights purchased the airport. This property was part of the master plan. It will potentially be used as a maintenance facility. It will also be used to employ local workers and be a basis for taxes.

Mayor Pro Tem Morgan-Adams commented that this tax revenue would not apply to the City of Prospect Heights. CEA Executive Director Miller concurred that it is in the Wheeling area.

There was unanimous approval.

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

Motion carried 5- 0

DISCUSSION TOPICS FOR THIS WORKSHOP MEETING -

Alderman Cameron asked about the City Stickers decal design for 2022-23. City Administrator Wade said that the Natural Resources Commission design was the logo for the stickers. Alderman Cameron asked if this had been approved, and Assistant City Administrator Falcone responded that it had been in previous Agenda packets twice and the Council had not expressed any issues.

This will not be a February 14 Workshop Item.

Mayor Pro Tem Morgan-Adams wanted to add the Newsletter as a topic for the February 14 Workshop.

She wanted to open a dialogue about the imposition of 100-word maximum on the elected officials' submissions. Attorney O'Driscoll noted that there was no legal requirement regarding the number of words that could be submitted. Alderman Quinn suggested that there be discussion about the entire Newsletter, not limited to the elected officials' articles. Alderman Dash suggested that the City use the ENews to get ideas and comments from comments from the residents. The feedback could then be used in the discussion on the topic. City Administrator Wade said that the Enews could be used to survey the residents. Assistant City Administrator Falcone added that the City could also use the website, social media, Next Door, as well as the Enews. Treasurer Tibbits said that PHTV could also be used.

Mayor Pro Tem Morgan-Adams would also like to add Aldermanic communications with the Attorney to the February 14th Workshop.

Mayor Pro Tem Morgan-Adams said that the Mayor had issued a directive that all communication with the City Attorney had to go through the Mayor or City Administrator first. Alderman Dolick also stated that he wanted that directive as a Workshop topic.

Mayor Pro Tem Morgan-Adams said that Wheeling Trustee Vito had been very vocal about Wheeling opting out of the mandate to show vaccination cards at public events and restaurants. She asked if the Council would want to have this as a Workshop topic.

Alderman Quinn said that the topic was too fluid, and changing constantly. She also stated that this is something that goes through Illinois Health Department, and she added that Trustee Vito's comments had been very divisive.

Alderman Quinn asked Attorney O'Driscoll if the City could opt out of the mandate. Attorney O'Driscoll said that he was not sure if that was an option. She said that as the City does not have its own Health Department, it needed to follow the Cook County mandate.

Attorney O'Driscoll said that he would send out an email to Council regarding the mandate options.

This will not be a February 14 Workshop Item.

Treasurer Tibbits said that he would like to see City Water as a Workshop topic. City Administrator Wade said that the City had asked Baxter and Woodman for a proposal and cost for a water study update. The City is awaiting a response.

This will not be a February 14 Workshop Item.

APPROVAL OF WARRANTS

A.Approval of Expenditures

General Fund	\$56,221.77
Motor Fuel Tax Fund	\$3,047.43
Palatine/Milwaukee Tax Increment Financing District	\$0.00

Tourism District	\$0.00
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$24,709.92
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	\$5,658.00
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$550.00
Water Fund	\$1,447.81
Parking Fund	\$0.00
Sanitary Sewer Fund	\$0.00
Road/Building Bond Escrow	\$0.00
TOTAL	\$91,634.93
<u>Wire Payments</u>	
12/31/2021 PAYROLL	\$165,467.43
12/16/2021 POLICE PENSION FUNDING	\$76,121.82
TOTAL WARRANT	

	\$333,224.18
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City Clerk Prisiajniouk read the warrants.

Alderman Dolick moved to approve the Warrants as presented; seconded by Alderman Quinn to include a TOTAL of \$91,634.93; 12/31/2021 PAYROLL of \$165,467.43; 12/16/2021 POLICE PENSION FUNDING of \$76,121.82; and a TOTAL WARRANT of \$333,224.18.

There was unanimous approval.

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

Motion carried 5- 0

PUBLIC COMMENT ON NON-AGENDA MATTERS -

Alderman Dash asked for an update on Arlington Countryside. City Administrator Wade said that easement requirements were needed from the school district. This issue is going to their Board this week. The next step for the City will be to go to bid. It is expected that bid approval will be in late February. Mayor Pro Tem Morgan-Adams asked if the pump would be available in the Spring. City Administrator Wade said that the pump was on a parallel track with the project. He noted that this would be a Summer project.

EXECUTIVE SESSION - None

ADJOURNMENT - At 7:07 PM, Alderman Dash moved to Adjourn; seconded by Alderman Quinn. There was unanimous approval.


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

Motion carried 5- 0

Approved by the City Council of Prospect Heights on this the 24th day of January, 2022.



 Deputy Clerk Schultheis



 Mayor Pro-Tem Quinn

