

THE CITY COUNCIL WORKSHOP TELECONFERENCE MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JULY 12, 2021 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:30 PM, Mayor Helmer opened the July 12, 2021 Regular teleconference City Council Workshop.
Deputy Clerk Schultheis read the preamble to the Meeting.

Deputy Clerk Schultheis called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Mayor Helmer, Treasurer Tibbits Aldermen – Dolick, Dash, Morgan-Adams, Quinn

ABSENT – Alderman Cameron (by previous notification), City Clerk Prisiajniouk (by previous notification)

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

APPROVAL OF MINUTES

A. June 28, 2021 City Council Regular Teleconference Meeting Minutes – **Alderman Dolick moved to Approve the June 28, 2021 City Council Regular Teleconference Meeting Minutes, as presented; seconded by Alderman Morgan-Adams.**

ROLL CALL VOTE:

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

Motion carried 4 – 0, one absent

PRESENTATION - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Proclamation in Recognition of the Retirement of Deputy Police Chief Mark Porlier – Police Chief Zawlocki read Deputy Chief Porlier’s Proclamation commending him for his service to the Police Department and the community, his longevity as an officer in the City, and the caliber of his performance in the police department.

Deputy Chief Porlier thanked the Police Department, the City officials and the residents for his time on the force.

All of the elected officials and Staff thanked Deputy Chief Porlier for his service.

B. Proclamation Recognizing the City of Prospect Heights Crossing Guards for Their Service to the Community – There was a wish to recognize the Crossing Guards in person at the next meeting, as many did not have access to Zoom. **Alderman Quinn moved to TABLE the Proclamation Recognizing the Crossing Guards of the City of Prospect Heights for their Service to the Community until the July 26, 2021 City Council in person meeting; seconded by Alderman Dolick.**

ROLL CALL VOTE:

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

Motion carried 4 – 0, one absent

TABLED until July 26, 2021

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*) – Upon hearing that the Towing and Storage Services contract was tabled, the Colleen Balek said that she would withhold her comments until the following meeting.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

Assistant Finance Director Tannehill- noted that the auditors would be onsite starting on Tuesday, but that no issues were expected with the audit.

City Administrator Wade – noted that there had been an outdoor vaccination clinic that provided John and John vaccines for free for the 42 residents that showed up. He thanked Commissioner Scott Britton and Osco Pharmacy for hosting the event; and thanked Staff that participated.

Assistant City Administrator Falcone – Noted that Cook County Commissioner Britton and Osco Pharmacy did a great job despite the weather. He thanked Casey Fuit, who helped with translating; and Joe Cassata and Public Works for their assistance in set up and clean up.

Director of Building and Development Peterson – said that his Staff was busy with permits. He noted that there were issues with residents that were doing projects without permits.

- He said that the City was working on new business contracts. There are new businesses in the works, including one at Palwaukee Plaza.

Police Chief Zawlocki – said that the Police Test was being administered on Saturday, July 17 at MacArthur Middle School at 9 AM. Once it was determined which candidates had passed the test, the interviewing process will begin.

Deputy Clerk Schultheis – hailed the Independence Day parade as a successful and well-attended community event. She thanked the Grand Marshal, Congressman Schneider; as well as the Police Department, the Prospect Heights Fire District, Public Works, and the elected officials for their attendance and coordination of the parade. There were many residential participants, the Park District, the Chicago Executive Airport, businesses and community groups. The parade was staged at St. Alphonsus Church and ended at the parking lot of Betsy Ross Elementary School, District 23.

- Mayor Helmer, Alderman Quinn and Alderman Morgan-Adams thanked Deputy Clerk Schultheis for coordinating the parade.

Treasurer Tibbits – discussed the re-introduction of in-person meetings at City Hall. He said that he had spoken with the City Attorney and the City Administrator. In the event that the City needs to provide “reasonable accommodation” for a large crowd of residents – this might mean people in hallways or in other rooms. He wondered if it would be possible to also provide Zoom attendance for residents. He said that it is something that the Council could make available to residents.

- Treasurer Tibbits provided the music for the Independence Day parade. [Please note that Treasurer Tibbits has served in this capacity annually donating his time and equipment to the event].

Mayor Helmer- thanked Digital Communications Technician Colvin for being the videographer and photographer of the parade.

Alderman Quinn – Ward 2 – thanked City Administrator Wade, Director of Building and Development Peterson, and Assistant City Administrator Falcone for assistance regarding complaints about construction activity in her ward earlier than permitted. She noted that they resolved the issue.

A.Ad Hoc Committee on Returning to In-Person Meetings Report by Chairperson and Alderman Wendy Morgan-Adams for Council Review and Determination – Committee Chairman Morgan-Adams said that the Committee had concluded that:

1. there should be 10 people on the dais for each meeting – the Mayor, the Aldermen, the City Attorney, the City Clerk, the City Administrator and the Deputy Clerk. There will be 3.5 feet spacing between each person on the dais.
2. The Staff will be seated at tables below the Council facing toward the residents. The Staff will also be spaced apart.

3. The number of residents in the Chamber would be limited to 15 – 20 with the conference room serving as an overflow room when necessary. the residents would also have the alternative to participate via ZOOM. This could eliminate the need for the overflow room.
4. Individuals who are vaccinated do not need to wear masks, but those who are not vaccinated will need to wear masks. The honor system is to be invoked, as there will not be any policing of the mask policy. No proof of vaccination will be required.
5. With regard to air ventilation issue – the review of the air system has shown that it meets code and the air quality is good. As a further complement to the current air quality, the Committee recommends that three air purifiers be added and spaced on the dais and three more spaced on the Chamber floor. The cost to purchase these air purifiers should not exceed \$1000.

Attorney Hess stated that the Governor’s orders state that the Emergency Declaration will expire on July 24. The next City Council meeting must be in-person.

Alderman Dolick moved to approve the findings and recommendations of the Ad Hoc Committee to Return to In-Person Meetings; seconded by Alderman Morgan-Adams.

Mayor Helmer stated that the vote on the recommendations was a rush to judgement and he wanted a report clarifying the legality of this plan.

City Administrator Wade said that the City would be working on how quickly they could get the air purifiers from Guardian Technologies.

Alderman Dash asked how long the parameters would remain in place before they were completely lifted. Alderman Morgan-Adams said that was up to the Council.

Alderman Dash wanted to know if there was any type of metric or milestone that would be used as that would allow these restrictions to be eliminated.

Alderman Morgan-Adams suggested that the Ad Hoc Committee review the situation at a certain date.

Attorney Hess stated that the Ad Hoc Committee should be maintained as a viable Committee, and there should be further meetings to address updates from the Governor and the CDC.

Mayor Helmer asked about the issue of people being contagious. He noted that on Thursday alone, 660 people were infected. He feared that we might be heading towards another surge.

Alderman Quinn wanted to know if Zoom was in the Recommendation as an option. She felt that would quell the concerns of residents who had not gotten the vaccine, as a way to attend the meetings. She wanted to make certain there was a hybrid alternative.

- Alderman Quinn said that the City might want to consider mask mandates for the non-vaccinated. Therefore, the onus is on the person to tell the truth, as it would be mandated. Alderman Morgan-Adams noted that while the recommendation did not require proof, wearing a mask if not vaccinated is mandated.

Alderman Dolick said that the goal of the Committee was to be prepared for whatever executive order would be enforced or removed.

Alderman Morgan-Adams restated that the Governor has said that he will not extend the Emergency Order.

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

Motion carried 4 – 0, one absent

- Alderman Morgan-Adams stated that the City has been chosen by Amazon as the location for a Netflix series. The film shooting will begin in July.

Alderman Dolick – Ward 5 – stated that there is road reconstruction on Old Willow Road. For the next six weeks, the roads will be resurfaced.

Mayor Helmer – said that

There has been chaos on the Palatine Road through Wheeling Road for the last few hours. He said that there were no cars moving. Chief Zawlocki noted that there had been a motorcycle accident by Manchester and Milwaukee Roads.

CONSENT AGENDA - None

OLD BUSINESS

A.O-21-03 Staff Memo and Ordinance Approving a Redevelopment Plan for the Prospect Pointe/Muir Park Redevelopment Area Plan and Project Within the City of Prospect Heights, Cook County, Illinois (*2nd Reading*) – **Alderman Morgan-Adams moved to approve O-21-03 Staff Memo and Ordinance Approving a Redevelopment Plan for the Prospect Pointe/Muir Park Redevelopment Area Plan and Project Within the City of Prospect Heights, Cook County, Illinois; seconded by Alderman Dolick.**

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

Motion carried 4 – 0, one absent

B.O-21-04 Staff Memo and Ordinance of the City of Prospect Heights Designating the Prospect Pointe/Muir Park Project Area as a Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act (*2nd Reading*) - **Alderman Dolick moved to approve O-21-04 Staff Memo and Ordinance of the City of Prospect Heights Designating the Prospect Pointe/Muir Park Project Area as a Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act; seconded by Alderman Morgan-Adams.**

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

Motion carried 3 - 1, one absent

C.O-21-05 Staff Memo and Ordinance Adopting Tax increment Allocation Financing for the Prospect Pointe/Muir Park Redevelopment Area Within the City of Prospect Heights, Cook County, Illinois (*2nd Reading*) – **Alderman Dolick moved to approve O-21-05 Staff Memo and Ordinance Adopting Tax increment Allocation Financing for the Prospect Pointe/Muir Park Redevelopment Area Within the City of Prospect Heights, Cook County, Illinois; seconded by Alderman Morgan-Adams.**

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

Motion carried 3 - 1, one absent

NEW BUSINESS

A.City Council Review of Request for Proposal Results and Awarding of Police Towing & Vehicle Storage Services Contract- **Alderman Morgan-Adams moved to TABLE until July 26, 2021 the City Council Review of Request for Proposal Results and Awarding of Police Towing and Vehicle Storage Services Contract; seconded by Alderman Dolick.**

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

Motion carried 4 – 0, one absent

TABLED until July 26, 2021

B.R-21-23 Resolution Authorizing the Extension of Pricing and Services for Phase II Sanitary Sewer Rehabilitation and Awarding a Contract Extension to Ganziano Sewer & Water, Inc. –**Alderman Morgan-Adams moved to approve R-21-23 Resolution Authorizing the Extension of Pricing and Services for Phase II Sanitary Sewer Rehabilitation and Awarding a Contract Extension to Ganziano Sewer & Water, Inc.; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

DISCUSSION TOPICS FOR THIS MEETING:

A.Greater Wheeling Area Chamber of Commerce & Industry (*Date to be Determined*) – Alderman Quinn noted that the committee would be meeting on July 15, 2021 at 8 AM.

APPROVAL OF WARRANTS

A.Approval of Expenditures

General Fund	\$46,589.77
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,444.12
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$28,705.00
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	\$169.00
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	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$3,700.83
Parking Fund	\$0.00
Sanitary Sewer Fund	\$339.00

Road/Building Bond Escrow	\$7,912.30
TOTAL	\$88,860.02
Wire Payments	
JUNE ILLINOIS MUNICIPAL RETIREMENT FUND	\$22,180.61
07/02/2021 PAYROLL POSTING	\$179,259.27
TOTAL WARRANT	\$290,299.90

Deputy Clerk Schultheis read the warrants.

Alderman Dolick moved to approve the warrants as presented; seconded by Alderman Quinn to include a TOTAL of \$88,860.02; June Illinois Municipal Retirement Fund of \$22,180.61; 07/02/2021 Payroll posting of \$179,259.27; and a TOTAL WARRANT of \$290,299.90.

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

Motion carried 4 – 0, one absent

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

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:32 PM, Alderman Dolick moved to Adjourn; seconded by Alderman Morgan-Adams.

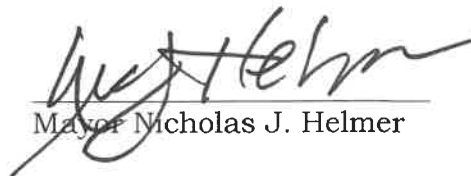
ROLL CALL VOTE: AYES - Dash, Dolick, Morgan-Adams, Quinn
 NAYS - None
 ABSENT - Cameron

Motion carried 4 – 0, one absent

Approved by the City Council of Prospect Heights on this the 26th day of July, 2021.


 Deputy Clerk Schultheis




 Mayor Nicholas J. Helmer