



THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JULY 26, 2021 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:31 PM, Mayor Nicholas Helmer called to order the City Council Meeting of July 26, 2021 at 8 North Elmhurst Road, Prospect Heights, IL 60070. City Clerk Prisiajniouk asked to be allowed to the participate in the meeting via video. There was some question as to the permitted reasons to be accepted electronically and whether or not 48-hour notice was needed.

Attorney O’Driscoll stated that the Open Meetings Act states that a member unable to attend the Council meeting in-person, they may attend remotely if: a) they have an illness or disability, b) there is an employment reason or c) family member illness. He added that the protocol would be for one of the aldermen to make a motion to allow attendance, a second and then a vote.

Alderman Dolick moved to allow City Clerk Prisiajniouk to attend the meeting remotely; seconded by Alderman Cameron.

There was discussion. Alderman Morgan-Adams asked if there had to be notice given and if the request had to be on the Agenda. Attorney O’Driscoll said that there does need to be notice given and he noted that “typically” such a request would need to be on the Agenda, but there is some question as to whether the 48-hour rule applies to this situation.

Roll Call via Deputy Clerk Schultheis.

ROLL CALL VOTE:

AYES -	Cameron, Dolick
NAYS -	Morgan-Adams
ABSENT -	Dash, Quinn

Motion carried 2 – 1, two absent

A quorum was present.

ELECTED OFFICIALS PRESENT – Mayor Helmer, Treasurer Tibbits, City Clerk Prisiajniouk, Aldermen – Cameron, Dolick, Morgan-Adams, Quinn (permitted electronic entry into the meeting at 6:42 PM)

ABSENT – Dash (by previous notification)

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

REQUEST BY ALDERPERSON QUINN FOR MOTION FOR CITY COUNCIL TO ALLOW ATTENDANCE AND PARTICIPATION AT THIS MEETING BY VIDEO OR AUDIO CONFERENCE – Alderman Morgan-Adams moved to approve the request by Alderman Quinn to be allowed to attend and participate in the City Council Meeting via video or audio; seconded by Alderman Dolick.

ROLL CALL VOTE:

AYES -	Dolick, Cameron, Morgan-Adams
NAYS -	None

ABSENT- Dash
ABSTAIN- Quinn

Motion carried 3 – 0, one absent, one abstain

APPROVAL OF MINUTES

A. July 12, 2021 Workshop Teleconference Meeting Minutes – **Alderman Dolick moved to approve the July 12, 2021 Workshop Teleconference Meeting Minutes as presented; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

PRESENTATION - None

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Proclamation Recognizing the City of Prospect Heights Crossing Guards for Their Service to the Community – Chief Zawlocki presented the awards to the Crossing Guards present, and read the names of all the Crossing Guards. Deputy Clerk Schultheis read the proclamation honoring the Crossing Guards.

Crossing Guards: Ronald Bach, Kim Gordon-Petropoulos, Sandi Libert, Bob Massaccesi, Pat Massaccesi, Mary Ann Paul, Karen Petratos, Rachelle Sokan

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*)- there were nine speakers registered for the Towing contract.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Chicago Executive Airport Monthly Update Presented, by Director William Kearns – said that the Airport had 9400 operations in the month of June – one of the highest levels ever recorded for one month. He added that the fuel flowage was very high – on record levels

- the Customs numbers were low because one-half of all the international flights are from Canada, and there are still Covid restrictions regarding travel to Canada.

- There will be a grand opening of the Customs building in late September.

- the sound insulation program has 450 applicants. The FAA mandates the entirety of that program. It will be about \$3million of construction, mainly from federal funds.

The Prospect Heights side is mainly multi-family, and will probably be done next year.

- normal repairs will be made to the airfield. A security system and some new lighting is being added, mostly with federal money.

- Hangar 43 for Atlantic off of Wolf Road. That will be a September opening.

- the aviation academy with District 214 – 60 students.

- the update to the 2019 Impact Analysis update which showed the CEA generate about \$393,000,000 in economic activity and about 1800 jobs.

- upcoming events –

Rock and Run the Runway – August 21

Joint Meeting – date is tentative

Dollars for Scholars Golf Outing on August 16

Mayor Helmer noted that Rock and Run the Runway is a great event that has 20,000 people in attendance.

B. June Treasurer's Report Presented, by Finance Director Cheri Graefen – Two months into the year. the City is on budget. Our expenses appear to be low now, but the debt service payments are just beginning. The Finance Department is working on two projects – The Budget Book Fiscal 22 and the Annual Audit (which is going well).

City Administrator Wade – noted that there is no meeting in August until August 23.

Assistant City Administrator Falcone – said that the Newsletter would be coming out shortly. He mentioned the two upcoming events – the Run and Rock the Runway on August 21 and the Block Party of August 28.

Police Chief Zawlocki – noted that the Department had two promotions. Detective Sergeant Caponigro is now Deputy Chief and Detective Derman is now a Sergeant.

-The Outreach program had a movie night that had 100 residents watching "Monster, Inc." in the Park.

- National Nite Out will be held on August 3.

-Cop on a Roof is now called Coffee for Champions. It will be held on August 20 from 5 AM to 10 AM for the Special Olympics.

Director of Building and Development Peterson – noted that Samsung is taking is taking half of the space at Conor Commercial. A plastics company will be taking the rest of the space. The building will be 100% occupied.

- He discussed special events at Rocky's American Grill
- Director Peterson noted that Amazon Prime filming of "Paper Girls" went very well.

Director Peterson said that Samsung Telecommunications is looking to use the space as a 5G hardware warehouse. It will bring 45 new jobs top the area.

Public Works Director Roscoe – said that his crews are busy with sewer repairs and maintaining the landscaping.

-Old Willow construction stated four weeks ago. There will be ADA compliant sidewalks. There will be new street striping. Traffic flow in the area is being impacted. It will be finished before Fall.

Alderman Dolick – Ward 5 – Reminded residents to be cautious when driving on Willow Road. He noted that there were many pedestrians out. He added that the traffic starts at Wolf Road and ends at Willow.

Alderman Morgan-Adams – Ward 3 – thanked Director Peterson for the grand tour of the Amazon Prime set. She noted that she liked the street light props that were installed for the filming. She is proud that the City of Prospect Heights was chose for the show.

Mayor Helmer – noted that it took 100 crew members to shoot the scene.

Alderman Quinn – Ward 2 – thanked Chief Zawlocki for handling a neighborhood issue regarding a pool house facility that was not attached to 911 call center.

- Thanked Assistant City Administrator Falcone for assistance, as well as Treasurer Tibbits and Digital Communications Technician Colvin for the hybrid meeting setup.

Treasurer Tibbits noted that the prospect Heights AV Department is able to do live broadcasting and accommodate hybrid meetings.

-He said that PHTV has spotlight news that is recorded twice per month.

City Clerk Prisiajnouk – said that she would like to set up an appointment with the Mayor about the American Cares Act.

CONSENT AGENDA - None

OLD BUSINESS

A.City Council Review of Request for Proposal Results and Awarding of Police Towing & Vehicle Storage Services Contract (***Tabled from July 12, 2021 Workshop Meeting***) – Mayor Helmer said that he had spoken to Chief Zawlocki and agreed with him that there should only be one towing firm. The Mayor noted that the City did not have to follow a bid.

Attorney O’Driscoll said that there are two different purchasing methods. One is to go out for a competitive bid, and the other is proposals. Proposal are less formal, and this contract is a proposal.

Mayor Helmer said that he wanted a motion to award the contract to Gene’s Towing.

Alderman Morgan-Adams moved for a single towing company to be awarded the contract; seconded by Alderman Cameron.

Alderman Morgan-Adams asked that the companies and public be allowed to speak before a vote was taken.

Alderman Morgan-Adams asked to allow the public to comment first.

Joseph Pascucci –Long Grove – said that Gene’s Towing had contributed to many of the community events including the 2019 Frozen Turkey Drive, buying turkeys for donations at Tony’s Finer Foods, giving gift cards to the River Trails fire victims, four holes and beer cart at the PD Golf Outing, participation in Rock the Runway – paying for the band and fireworks, participation in the Prospect Heights Fire District, participation in the Fourth of July parade, donated cars, donated to Dollars for Scholars, participated in a fundraiser for the Park District. He noted that the business is located in Prospect Heights, and that there are 13 families in town that work for Gene’s Towing. He said that he purchased \$.5 million in auto parts from city-owned companies. He noted that he had been undercut on the last contract, even though he had served the City before and had no complaints.

Alderman Dolick asked if his business was in Wheeling? Mr. Pascucci said that he is in Wheeling and Prospect Heights.

Alderman Dolick noted that Mr. Pascucci’s son had a tow truck in his Prospect Heights home that would lend itself to a quick turnaround for towing services.

Alderman Morgan-Adams said that she and Alderman Dolick were aware of response times, and that Gene’s Towing was known to show up in half the time as Hillside.

Alderman Morgan-Adams stated that Gene’s Towing was lowering their price much lower than the normal price to match Hillside. She felt that Hillside had lowered the price to “unethical” levels to be the low bidder. She said that Wheeling had rejected Hillside’s bid. She added that she is in favor of Gene’s Towing.

Mayor Helmer stated that the City does not make any money from the Towing companies. People pay for their own towing usage.

Alderman Morgan-Adams said that the money is in the repairs, and the repairs typically go with the towing company. She added that as Gene’s Towing is in Prospect Heights, the sales tax for parts would go to Prospect Heights.

Alderman Quinn stated that the Police Department should pick who they wanted to be the City towing company. She noted that the contract mandated that the response time had to be 20 minutes or less, and Chief Zawlocki has said that Hillside has honored the contract.

She said that she wanted to go on record that the Council should not be involved in minutia of a contract like this for the Police Department. Alderman Quinn said that the Police Department should make its own decisions.

Police Chief Zawlocki said that he had no issues with Hillside Towing, and he had not heard of anyone who did.

Alderman Morgan-Adams said that the City did not have the obligation to take the lowest bidder – the Council can reject the lowest bidder when the bidder bids so low that it is “outrageous.” She said she knows that this also happened in Wheeling. She said that she had verified that with one of the Wheeling trustees. She said that she knew that [Hillside] bid so low that the Wheeling trustees were “not impressed” and rejected the bid.

Alderman Cameron asked why the bidders were allowed to the bid. Mayor Helmer responded that it is a public bid and anyone can come.

Alderman Cameron asked why there was no documentation stating the Gene’s Towing was matching Hillside’s \$85 per tow price. Mr. Pascucci said that Gene’s had been asked if they would match the price and they said that they would.

Mr. Pascucci said that Gene’s Towing lost \$141,000 when they lost the City’s business.

Alderman Cameron asked what made Gene’s Towing better than Hillside, and Mr. Pascucci stated that Gene’s Towing had a “great” response time. He also stated that the Prospect Heights Police had told him that Hillside had a slow response time.

Alderman Quinn asked that the motion be TABLED and more research be done. Mayor Helmer replied that the contract expired on July 31.

Colleen Balek -

Ms. Balek stated that Hillside had never bid in Wheeling, and therefore it was incorrectly stated that they had not won the contract in Wheeling. She said that Wheeling had not gone up for a bid in 10-15 years. She said that it was untrue that Hillside had placed a bid in Wheeling. Ms. Balek said that the contract had been extended. She said that Gene’s has the contract. When it was mentioned by Mr. Pascucci in the audience that Hillside had “bid on Wheeling,” Ms. Balek replied that Hillside had “not” bid on Wheeling and asked when the last time was that “Wheeling had been up?”

Alderman Morgan-Adams said that it had been several years. Ms. Balek said that she was “unaware of this bid.”

She added that Hillside had participated in the annual Fourth of July parade and made donations to community events, as well as assisting after the fire. She added that Hillside buys their auto parts from NAPA in the Prospect Heights, so that Prospect Heights gets the sales tax.

-she also said that Hillside had not received any complaints, nor had Chief Zawlocki made them aware of any complaints.

-she noted that Hillside had responded 5 or 6 times at City Council Meetings within the last year whenever the Council had questions.

-she noted that Hillside is a family business.

Alderman Morgan-Adams said that she wanted proof that Hillside had used Napa Auto supplies in Prospect Heights. Ms. Balek said that at the last meeting she attended they provided a letter from Napa in Prospect Heights. Alderman Morgan-Adams said that the last letter of proof was three years ago. Colleen Balek said that it was two years ago, and Alderman Morgan-Adams repeated that it was three years ago. Ms. Balek noted that it was not a requirement under the RFP that people be spending money in Prospect Heights or the company be in Prospect Heights. She would get another letter from Napa. Alderman Dolick said that he did remember documentation from Hillside regarding Napa in the past. He added that he wanted to make sure that Hillside felt comfortable presenting their case. Ms. Balek replied that she just wanted to answer any questions.

Alderman Quinn asked how many years Hillside had been towing in Prospect Heights, and Colleen Balek said that Hillside had been towing in the 1990’s, and then in 2009-10 when the contract was given to Fries, and then split between the three towing companies until Hillside won the contract a few years ago.

Alderman Quinn asked Hillside if they had ever donated to the campaigns of any of the local politicians? Colleen Balek of Hillside Towing replied “no.”

Alderman Quinn asked if there were any complaints. She also asked the average pick up time, and what is the industry standard? Ms. Balek replied response time was within 20 minutes, and there had been no complaints of longer times. She said that they have 30 trucks, so they are able to respond to all of their police departments within 20 minutes.

Alderman Quinn said that she wanted to go on record that she was not uncaring about donations made by Gene's towing, but that it should not play into decisions regarding a bid. She called donations to receive a bid could be seen as "pay to play."

Alderman Morgan-Adams said Gene's Towing was twice as fast as Hillside. Ms. Balek responded that she had not seen any evidence of that – noting that they have not been doing the towing for Prospect Heights for three years. Alderman Dolick said that there was no hard evidence that Gene's was twice as fast. The comment was based upon information from people that were asked.

Tom Dudzinski –Prospect Heights – said that he is a twenty-year resident and he believed that the contract should go to Gene's Towing because they are a Prospect Heights company. He added that it was just common sense to use a local company and that it would mean better response time. He said that he was not concerned about who was the lowest bidder. He felt that all residents would benefit because the money would be spent within the City for towing and parts. He noted that Joey Pascucci is a neighbor, and has his tow truck at the residence and is constantly working.

Pawel "Paul" Jaworowski – Prospect Heights – said that he is a long-time resident of the community and he believes that Gene's is the "hallmark" of community as a family-owned business that employs other families in town.

Joe Magnelli – Prospect Heights – said that he has been a resident since 2016. He said that Gene's Towing was quick on calls, and that the business should be kept in the City.

Joey Pascucci – Prospect Heights – noted that the City relies on local businesses, and Gene's Towing has been a big part of the community.

Rosanne Pierini – said that she is a twenty-year resident, and she supported Gene's Towing and keeping the tax dollars in the City. She said that small businesses need the help.

Diana Hrametz – have been in Prospect Heights for the last 21 years, and before that went to Hersey High School. Owners of Rammy's subs in Wheeling and Elk Grove. She said that there were four times that they came through for her family. She noted that they are very "ethical." She said that she calls them despite the fact that the City had the towing contract with another company.

Neil O'Donnell – Prospect Heights – would like to see the dollars for the car repairs stay in the City. He sees Gene's Towing trucks running all of the time, as he is a neighbor. He would like to see Gene's Towing as the contractor of the City.

Alderman Cameron said that she looked up the location, and believed that Gene's Towing is in Wheeling. Mayor Helmer replied that there is a location within Prospect Heights.

Alderman Morgan-Adams asked Colleen Balek what other towns were serviced by Hillside. Ms. Balek noted that aside from Prospect Heights, Hillside services Buffalo Grove, Mount Prospect, Arlington Heights, Rolling Meadows, Illinois State Police District 2, Illinois State Police District 15, The Tollway, Cook County Sheriff's Department.

Alderman Morgan-Adams noted that Hillside serviced at least eight other locations. She noted that Gene's Towing only serviced half that amount, and therefore could devote more time to Prospect Heights. Joe Pascucci said that Gene's Towing services Northbrook, part of Cook County, Wheeling and Glenview.

City Clerk Prisiajniouk asked if the contract was based on price? She asked what was the purpose of the bid? Mayor Helmer replied that in the past, until three years ago, there were no bids. It was awarded by the Police Chief.

Alderman Morgan-Adams moved to award the contract to Gene’s Towing; seconded by Alderman Dolick

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

There was a tie 2 for and 2 against and one absent. Mayor Helmer was the deciding vote in favor.

Motion carries 3 – 2, one absent

B.Per Mayor Helmer’s Direction, Motion to Adopt the Proposed Changes to Award the Towing & Vehicle Storage Contract to Two Companies with the Specific Division of Responsibilities. –

Alderman Morgan-Adams moved to withdraw Per Mayor Helmer’s Direction, Motion to Adopt the Proposed Changes to Award the Towing & Vehicle Storage Contract to Two Companies with the Specific Division of Responsibilities; seconded by Alderman Cameron.

***No motion needed for this item, as per Attorney O’Driscoll. If it is not called, it does not have to be withdrawn.**

Alderman Morgan-Adams withdrew the motion.

ITEM 9B was not called

NEW BUSINESS - None

DISCUSSION TOPICS FOR NEXT WORKSHOP MEETING:

A.Greater Wheeling Area Chamber of Commerce & Industry

12. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$164,177.58
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$3,816.51
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	\$311.06
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	\$572.10
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$6,685.93
Parking Fund	\$198.15
Sanitary Sewer Fund	\$7,754.78
Road/Building Bond Escrow	\$5,037.00
TOTAL	\$217,258.11
Wire Payments	
07/20/2021 POLICE PENSION FUNDING	\$96,243.87
07/16/2021 PAYROLL	\$171,905.37
TOTAL WARRANT	\$485,407.35

City Clerk Prisiajniouk read the warrants.

Alderman Dolick moved to approve the warrants as presented; seconded by Alderman Morgan-Adams to include a Total of \$217,258.11; 07/20/2021 Police Pension Fund of \$96,243.87, 07/16/2021 Payroll of \$171,905.37; and a TOTAL WARRANT of \$485,407.35.

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

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

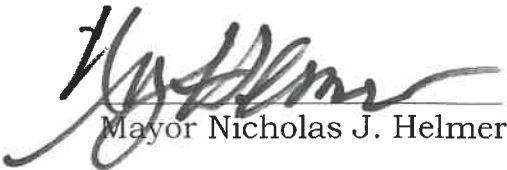
ADJOURNMENT – At 8:35 PM, Alderman Dolick moved to Adjourn; seconded by Alderman Morgan-Adams.

VOICE VOTE: All Ayes, No Nays.

Motion carried 4 – 0, Alderman Dash absent.

Approved by the City Council of Prospect Heights on this the 23rd day of August, 2021.


Deputy Clerk Schultheis


Mayor Nicholas J. Helmer

