



**THE CITY COUNCIL WORKSHOP MEETING MINUTES**  
**OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS**  
**ON MONDAY, OCTOBER 11, 2021 AT 6:30 P.M.**

**CALL TO ORDER AND ROLL CALL** – At 6:30 PM, Mayor Nicholas J. Helmer called to order the Regular Hybrid Zoom/In-Person City Council Workshop at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

Deputy Clerk Schultheis read the preamble to the Meeting

City Clerk Prisiajniouk called roll. A quorum was present.

**ELECTED OFFICIALS PRESENT:** Mayor Helmer, Treasurer Tibbits, City Clerk Prisiajniouk

Alderwomen – Quinn, Dash, Morgan-Adams

**ABSENT** – Alderwoman Cameron (by previous notification), Alderman Dolick (by previous notification)

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

**PLEDGE OF ALLEGIANCE** – Alderwoman Wendy Morgan-Adams led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**A.**September 27, 2021 Regular City Council Meeting Minutes – **Alderwoman Morgan-Adams moved to approve the September 27, 2021 Regular City Council Meeting Minutes; seconded by Alderwoman Quinn.**

**ROLL CALL VOTE:**

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

Motion carried 3 – 0, 2 absent

**B.**September 13, 2021 Executive Session Regular City Council Workshop Minutes *but not for public release* – **Alderwoman Morgan-Adams moved to TABLE the September 13, 2021 Regular City Council Workshop Executive Session Minutes; seconded by Alderwoman Quinn.**

**ROLL CALL VOTE:**

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

Motion carried 3 – 0, 2 absent

AlderwomanMorgan-Adams said that she would send amended wording to the City Clerk and the Deputy Clerk.

**PRESENTATIONS** - None

**APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS** - None

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

**STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS –**

Aldерwoman Quinn – Ward 2 – thanked Police Chief Zawlocki, Public Works Director Roscoe, and Deputy Police Chief Caponigro for their assistance in reviewing traffic patterns in order to have the signage addressed properly.

- She thanked City Administrator Wade and Assistant City Administrator Falcone for their assistance with a resident who had a fraudulent unemployment claim. They were able to assist with the correct procedure to handle the claim.

Aldерwoman Morgan-Adams – Ward 3 –noted that she had attended the Chicago Executive Airport Customs Grand Opening Ribbon Cutting. She said that it will usher in more expedient services for international travel.

Mayor Helmer – discussed the significance of the grand opening of the Customs Building. He said that Chicago Executive Airport is now a full-service airport.

Assistant Finance Director Tannehill – said that the auditors are finishing the audit. He said that the audit would be ready by November. He noted that there would be an audit presentation to the City Council.

City Administrator Wade –said that City received notice of participation in opioid repayment. The State’s Attorney had reached out to the municipalities. City Administrator Wade noted that the Prospect Heights Police Department had been the first in the northwestern suburbs to carry NARCAN for opioid overdoses.

Police Chief Zawlocki – he said that the Citizen’s Police Academy has 11 students

- October 12/October 19 there is a rapid deployment drill at Allstate
- October 23 is Spookfest at the Park District. The police will have squad cars there

Mayor Helmer asked when peer jury would be coming back? Chief Zawlocki said that peer jury only occurs when juveniles have committed minor crimes. As soon as there is a case, the peer jury will resume. He stated that Officer Farina handles the peer jury.

Director of Building and Development Peterson – wanted to remind residents that Fall maintenance is needed to keep rodents from entering. He said that it was also the traditional time of year to take care of broken windows. He added that during the time change, residents should change the battery on smoke alarms and Carbon monoxide detectors. Residents should contact City Hall if they need any assistance.

Public Works Director Roscoe – said that sewer repairs would start this week. They will be conducted by Ganziano Sewer and Repair.

**CONSENT AGENDA –**

**A.R-21-31** Staff Memo and Resolution Approving Bid and Contract for Public Works Universal Sidewalk Machine Purchase Thru the SourceWell Government/Municipal Purchasing Agreement Program from Atlas Bobcat for a Cost Not to Exceed \$41,000 – **Aldерwoman Morgan-Adams moved to approve -21-31 Staff Memo and Resolution Approving Bid and Contract for Public Works Universal Sidewalk Machine Purchase Thru the SourceWell Government/Municipal**

**Purchasing Agreement Program from Atlas Bobcat for a Cost Not to Exceed \$41,000; seconded by Alderwoman Quinn.**

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

Motion carried 3 – 0, 2 absent

**B.R-21-32 Staff Memo and Resolution Authorizing the Award of a Contract for Asphalt Patching in Multiple Areas of the City with the Lowest Competitive Bidder, Schroeder Asphalt Services, Inc., Through the Municipal Partnering Initiative (MPI) Program for an Amount Not to Exceed \$42,445.48 – Alderwoman Quinn moved to approve R-21-32 Staff Memo and Resolution Authorizing the Award of a Contract for Asphalt Patching in Multiple Areas of the City with the Lowest Competitive Bidder, Schroeder Asphalt Services, Inc., Through the Municipal Partnering Initiative (MPI) Program for an Amount Not to Exceed \$42,445.48; seconded by Alderwoman Morgan-Adams.**

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

Motion carried 3 – 0, 2 absent

**C.R-21-33 Staff Memo and Resolution Authorizing a Professional Services Agreement with SAFEbuilt Illinois, LLC to provide Plumbing Inspection and Plan Review Services – Alderwoman Morgan-Adams moved to approve R-21-33 Staff Memo and Resolution Authorizing a Professional Services Agreement with SAFEbuilt Illinois, LLC to provide Plumbing Inspection and Plan Review Services; seconded Alderwoman Dash.**

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

Motion carried 3 – 0, 2 absent

**OLD BUSINESS - None**

**NEW BUSINESS**

**A.O-21-24 Staff Memo and Ordinance Granting a Side Yard Setback Variation for the Property at 303 W. Willow Road, Prospect Heights, Illinois (*First Reading*) - Mayor Helmer asked if the Ordinance could waive first reading. Attorney O'Driscoll said that a super majority would be needed and that there were only three Aldermen at the Meeting. The Mayor could only vote to break a tie.**

Director Peterson said that the PZBA had recommended approval.

**B.O-21-25 Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit Down Restaurant at 1311 N. Rand Road, Arlington Heights, IL - Sue's (*First Reading*) – Director Peterson said that the location will be the former cabinet store on Rand Road. The PZBA recommended approval 6 – 0 in favor. He noted that the PZBA had asked for a revised floor plan, parking spaces and a better menu. The applicant is looking to provide video gaming.**

Mayor Helmer asked if the location would meet the requirements for a restaurant? Director Peterson said that it had adequate space, refrigeration and the ability to make food.

Alderwoman Quinn said that it did not appear to be a restaurant, but more like food sold at a convenience store or gas station. She did not think that it would enhance the community.

The applicant, Sue Dorsch, said that her parents have owned and operated a homemade sub shop for 60 years. She had worked there. She also had seven to eight years-experience at a video gaming café.

Alderman Morgan-Adams asked what appliances were at the location. Sue Dorsch replied that there was a convection oven, large refrigerator, and pizza maker.

Alderman Morgan-Adams asked how they were different from other video gaming cafes? Ms. Dorsch replied that the sub sandwiches would be based on the recipes that were used in her family's sub shops for almost 60 years.

Mayor Helmer asked how many people would be working at the restaurant, and Ms. Dorsch replied 8-9 employees.

City Clerk Prisiajnikouk asked if this was more like a fast food restaurant. Ms. Dorsch replied that there would be booths to sit down, and that the customers would be waited on. – **No action was taken.**

**C.O-21-26** Letter of Request and Ordinance Increasing the Number of Class C-3 Liquor Licenses (beer and wine only with reduced hours) from 4 to 5 at the Request of Sue's, 1311 N Rand Road, Arlington Heights. **(First Reading)** – The request was for Sue's. The Mayor said that the liquor license is a process and there needs to be a background check. Alderman Quinn said that there were reduced hours from 5 – 5. She wanted to know what it meant that the reduced hours were from 4 – 5. City Administrator Wade stated that the number of licenses were increased from 4 to five C-3 licenses. – **No action was taken.**

#### **DISCUSSION TOPICS FOR THIS WORKSHOP MEETING:**

**A.** Request by City Treasurer Tibbits for Examination of Lake Michigan Water Service for City – gave a summary of the water infrastructure in the City. He would like the City Council to consider a plan for funding a City water system. Treasurer Tibbits would like to have the City buy out Illinois American water and make it a municipal system. We will inherit the water directly from Glenview and that would make the price lower.

He would like a two track approach:

- Extend the existing city water system throughout the western portion of Prospect Heights.
- Get control of the source of our water by acquiring the Illinois American Water and sewer in the eastern portion of Prospect Heights and part of Mount Prospect.

He said that Illinois American Water supplies wholesale water to Rob Roy.

There are two main reasons for accomplishing both of these goals - it better for fire protection and it makes water cheaper for the residents.

[Treasurer Tibbits showed a video with former Fire District Chief Don Gould, in which he said that fire hydrants were a great safety and great cost saving tool]. Treasurer Tibbits also noted that the Public Works Department also uses fire hydrants to flush their systems. He said that fire hydrants should be placed every 300 feet.

Treasurer Tibbits said that the other reasons for a water system would be domestic potable water. He noted that while residents were still preferred their well water. there was a need for compromise and balance, so that the homeowners did not take on the burden of the costs. He said that Prospect Heights allows people to keep their wells even if they hook up to City water.

Treasurer Tibbits added that economic development in the city needs to be supported by a water system to attract businesses. Alderman Morgan-Adams asked how the City would be able to buy Illinois American and keep the costs down? Treasurer Tibbits responded that Illinois American pays taxes and works for profit while the municipality does not pay taxes.

Alderman Morgan-Adams asked how the City would be able to maintain the infrastructure.

Treasurer Tibbits said that the City already maintains the infrastructure, and only gets the water

from Illinois American. He said that Illinois American supplies the water wholesale from Glenview and resells to the City.

Treasurer Tibbits also maintained that there would need to be state legislation to make Illinois American sell to the City. It would take a state mandate to allow the City to buy them out at a fair price. When asked by Alderwoman Morgan-Adams how the City would buy water, he replied that the City would need to figure out an approach. Treasurer Tibbits said that he did not have specifics and that this was simply a presentation. He was not certain of the legal ramifications. He believed that there would need to be work by the City Engineer and that there would need to be an updated water committee, as well as discussion with state and federal officials.

Mayor Helmer commended Treasurer Tibbits for a well-thought out presentation. He noted, however, that he had the representatives from Illinois American in his office three times this year, and there was no progress in the discussion. He also noted that there have been two or three referenda on water in the City, and they have been voted down. The most recent Water Committee concluded that it would be a monumental task to do engineering study and years ago the price tag was quoted as \$40 million. The mayor stated that there would need to be an updated engineering study to get a cost evaluation.

Mayor Helmer said that he would like Treasurer Tibbits to be the Commissioner for this project to look into costs and feasibility. He added that he would like Treasurer Tibbits to be on a call with he and Illinois American to open discussions.

City Clerk Prisiajniouk said that the City should look into getting federal assistance as this would be an infrastructure project

## **APPROVAL OF WARRANTS**

### **A. Approval of Expenditures**

General Fund	\$100,086.33
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,953.49
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$2,056.00
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	\$0.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$139,814.00
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$2,766.59
Parking Fund	\$153.35
Sanitary Sewer Fund	\$49.53
Road/Building Bond Escrow	\$8,838.00
<b>TOTAL</b>	<b>\$284,422.29</b>
<b><u>Wire Payments</u></b>	
<b>09/24/2021 PAYROLL</b>	<b>\$179,418.16</b>
<b>TOTAL WARRANT</b>	<b>\$463,840.45</b>

City Clerk Prisiajniouk read the warrants.

Alderman Morgan-Adams moved to approve the warrants as presented; seconded by Alderman Quinn to include a TOTAL of \$284,422.29; 09/24/2021 Payroll of \$179,418.16 and a Total Warrant of \$463,840.45.

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

Motion carried 3 – 0, 2 absent

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

**EXECUTIVE SESSION** - None

**ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

**ADJOURNMENT – At 8:36 PM, AlderwomanQuinn moved to Adjourn; seconded by AlderwomanMorgan-Adams.**

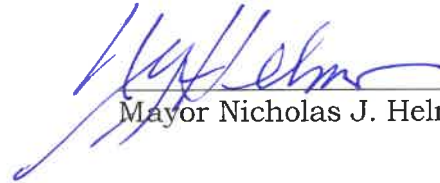
**VOICE VOTE:** All Ayes, No Nays

Motion carried 3 – 0; Alderwoman Cameron, AldermanDolick absent

Approved by the City Council of Prospect Heights on this the 25<sup>th</sup> day of October, 2021.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

