



**THE CITY COUNCIL WORKSHOP MEETING MINUTES**  
**OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS**  
**HELD ON MONDAY, NOVEMBER 8, 2021 AT 6:30 P.M.**

**CALL TO ORDER AND ROLL CALL** – \*Due to technical difficulties with the audio of the hybrid session; there was a delay in starting the meeting. The audience on the hybrid session was informed of the delay.

At 6:57 PM, City Administrator Wade called to order the Regular Workshop Meeting of the City Council of the City of Prospect Heights.

City Clerk Prisiajniouk called roll. A quorum was present.

**ELECTED OFFICIAL PRESENT** – Treasurer Tibbits, City Clerk Prisiajniouk Aldermen – Cameron, Quinn, Morgan-Adams, Dash, Dolick

**ABSENT** – Mayor Helmer (with previous notification)

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

**APPROVAL OF MAYOR PRO TEM FOR NOVEMBER 8, 2021 WORKSHOP MEETING – Alderman Morgan-Adams moved to appoint Alderman Dolick as Mayor Pro Tem for the November 8, 2021 City Council Meeting; seconded by Alderman Quinn.**

**ROLL CALL VOTE:**

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

Motion carried 4 – 0, one abstention

**PLEDGE OF ALLEGIANCE** – Public Works Director Roscoe led the Council in the Pledge of Allegiance

**APPROVAL OF MINUTES**

**A.**October 25, 2021 Regular City Council Meeting Minutes – **Alderman Morgan-Adams moved to approve the October 25, 2021 Regular City Council Meeting Minutes as presented; seconded by Alderman Cameron.**

**ROLL CALL VOTE:**

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

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 Morgan-Adams - Ward 3 – wished all of the Veterans a Happy Veteran’s Day this Thursday, November 11. She thanked them for service to our country.

Police Chief Zawlocki – said that the Police Department including Alderman Dolick handed out Halloween candy to resident. Alderman Dolick and the Police rode through town in the Department’s Hummer.

-November is No Shave Week for the Police Officers. They do not have to shave as they collect money to help the family of a local third grade boy who has cancer.

- The Thanksgiving Food Drive will take place November 19,20,21 collecting food from Tony’s Finer Foods. The Food will be distributed on November 23.

Public Works Director Roscoe – he noted that sewer work is underway

- The stormwater project at Kennilworth is 1/3 done
- Concrete sidewalk work is being done this season in Fairway Estates and Quincy Park
- Asphalt repairs have been delayed but are expected to be completed by Thanksgiving.
- The Metra lot has been reduced for winter to 100 parking spaces. This lessens the space that needs to be plowed and salted in the winter. The reduction in spaces is at the west and north ends.

Treasurer Tibbits – apologized for the technical difficulties at the beginning of the meeting. He noted that it had been tested and worked well on Friday and earlier in the day.

City Clerk Prisiajniouk – Said that there will be an in-person networking event held on November 18<sup>th</sup> at the Graduate Evanston Hotel between 5 – 7 PM. She asked residents to check the Enews for details.

**CONSENT AGENDA** – None

**OLD BUSINESS** - None

**NEW BUSINESS**

**A.R-21-36** Staff Memo and Resolution Approving the 600 North Maple Street Subdivision – **Alderman Morgan-Adams moved to approve R-21-36 Staff Memo and Resolution Approving the 600 North Maple Street Subdivision; seconded by Alderman Cameron. There was unanimous approval.**

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

Motion carried 5 - 0

**B.m R-21-37** Staff Memo and Resolution Approving Bid and Contract with Xtivity Solutions for Water System Cameras Not to Exceed \$6,650.00 – **Alderman Morgan-Adams moved to approve R-21-37 Staff Memo and Resolution Approving Bid and Contract with Xtivity Solutions for**

**Water System Cameras Not to Exceed \$6,650.00; seconded by Alderman Quinn. There was unanimous approval.**

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

Motion carried 5 – 0.

Public Works Director Roscoe said that this camera system will be 24/7 coverage. It assists in water system security and perimeter awareness. He noted that there has been trouble in the area with vandalism.

Alderman Quinn asked if the location would be monitored in real time by the Police. Police Chief Zawlocki said that the Police do watch the monitors in real time.

**DISCUSSION TOPICS FOR THIS WORKSHOP MEETING:**

City Administrator Wade said that the City is waiting for engineering information on the lake water. Mayor Pro Tem Dolick asked if the City is planning on conducting another water survey. Assistant City Administrator Falcone replied that he has conducted two in the last six years, and that it was vital that the Council carefully formulate the questions in the survey. He noted that the questions must be informational, and not give the appearance of advocating water. Alderman Morgan-Adams said that the first survey had questions that were

Alderman Morgan-Adams - said that the first survey was contentious, but the second one was worded much better. Treasurer Tibbits noted that every survey will motivate some residents to accuse the City of advocacy. He believed that it was best to have a survey that allowed residents to rank their opinions on water.

**Council directed Staff to set up a water survey.**

**Alderman Morgan-Adams would like to have the Chamber of Commerce issue put on the next Workshop Agenda**

**APPROVAL OF WARRANTS**

**A.Approval of Expenditures**

General Fund	\$160,803.15
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,364.05
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	\$400.35
Special Service Area #8 – Levee Wall #37	\$0.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$194,285.00
Capital Improvements	\$6,061.24
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$76,501.21
Parking Fund	\$202.44
Sanitary Sewer Fund	\$174.95
Road/Building Bond Escrow	\$8,292.50
<b>TOTAL</b>	<b>\$476,789.89</b>
<b><u>Wire Payments</u></b>	
<b>10/22/2021 PAYROLL</b>	<b>\$163,781.70</b>
<b>10/21/2021 POLICE PENSION FUNDING</b>	<b>\$90,116.89</b>
<b>TOTAL WARRANT</b>	<b>\$730,688.48</b>

City Clerk Prisiajniouk read the warrants.

**Alderman Morgan-Adams moved to Approve the warrants as read; seconded by Alderman Cameron to include a TOTAL of \$476,789.89; 10/22/2021 PAYROLL of \$163,781.70; 10/21/2021 Police Pension Funding of \$90,116.89; and a TOTAL WARRANT of \$730,688.48. There was unanimous approval.**

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

Motion carried 5 – 0.

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

**EXECUTIVE SESSION - None**

**ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED - None**

**ADJOURNMENT – At 7:17 PM, Alderman Quinn moved to Adjourn; seconded by Alderman Cameron. There was unanimous approval.**

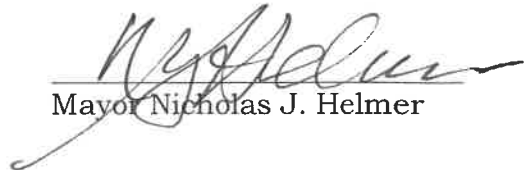
**VOICE VOTE:** All Ayes, No Nays

Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 22<sup>nd</sup> day of November, 2021.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer