

REGULAR CITY COUNCIL MEETING MINUTES

April 23, 2024 - 7:00 PM

Mayor Kelly called the Regular City Council Meeting to order and led the pledge to the flag at 7:00 pm. City Clerk Moller called roll to establish a quorum. Aldermen present: Schulz, Lavallee, Carncross, Lancaster, Gorman and Perkins. Alderwomen Haderlein and Luna were absent. Also present: City Administrator Leone, Chief Bauman, Deputy Chief Sacco, Supt. Public Works Lamz, Supt. Utilities Grant, City Attorney Clifton and members of the audience.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Jay Wolf, 800 Lincoln St. addressed the City Council and thanked Public Works crew for their professional assistance relative to the drainage issue in his backyard.

FY2024/2025 BUDGET PUBLIC HEARING

Mayor Kelly called the public hearing to order to review the FY2024/2025 Budget, notice of which was published in the Northwest Herald on April 13, 2024. City Clerk Moller called roll. Aldermen present: Schulz, Lavallee, Carncross, Lancaster, Gorman and Perkins. Mayor Kelly asked for public comment. There was none. A motion was made by Alderman Schulz, seconded by Alderwoman Lancaster to close the budget hearing. Aldermen voting aye: Schulz, Lavallee, Carncross, Lancaster, Gorman and Perkins. All ayes. Motion carried.

PLAQUE PRESENTATION TO WATER BILLING CLERK CHRISTIE MURILLO

Former Water Billing Clerk Christie Murillo is retiring after almost 34 years of dedicated service to the City of Harvard, effective April 30, 2024. City Administrator Leone presented Christie with a plaque and flowers thanking her for her years of service to the City of Harvard.

PRESENTATIONS TO HARVARD WRESTLING CLUB

Mike Vest, HWC President expounded on the Club's achievements; this past season was the Club's most successful season in their 48 year history from the high school all the way down to the kids club. The following wrestlers were recognized with a Certificate of Recognition:

Lainey Brugger - 68lbs Girls Bantam State Qualifier
Kane Linneman - 76lbs Boys Bantam State Qualifier
Reese Vest - 135lbs Girls Intermediate 7th Place in the State
Cora Linneman - 135lbs Girls Intermediate State Qualifier
Armani Renteria - 108lbs Boys Intermediate State Qualifier
Cayden Williams - 148lbs Boys Intermediate 8th Place in the State
Jacob Hernandez - 148lbs Boys Intermediate State Qualifier
Khloe Adams - 81lbs Girls Novice 7th Place in the State
Elyza Fredricksen - 126lbs Girls Novice State Qualifier
Colton Moreno - 154lbs Boys Novice 6th Place in the State
Jermiah Whaples - 60lbs Boys Novice State Qualifier
Olivia Nulle - 121lbs Girls Senior 5th Place in the State
Khloe Vest - 127lbs Girls Senior State Qualifier
Rigo Herrera – IESA 70lbs State Qualifier
Juan Rosales – IESA 75lbs State Qualifier
Liam Parker – IESA 80lbs State Qualifier
Andrew Aguilar – IESA 215lbs State Qualifier
Riley Vest – IHSA State Tournament 285lbs State Qualifier (2x State Qualifier)
Ithandehui “Tita” Rosas – IHSA State Tournament 145 lbs Girls State Qualifier

CONFIRM APPOINTMENT PARKS & REC SUPT. STACY HEILIGER - APPROVED

A motion was made by Alderman Gorman, seconded by Alderman Carncross to confirm the appointment of Stacy Heiliger as the Parks & Recreation Supt. Roll call vote: Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, aye. Motion approved six to zero. Stacy was then sworn in as the Parks & Rec Supt.

COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES - APPROVED

A motion was made by Alderman Schulz, seconded by Alderman Carncross to approve the Community & Economic Development Committee Meeting Minutes of April 10, 2024, as presented. Roll call vote: Schulz, aye; Carncross, aye and Lancaster, aye. Motion approved three to zero.

TRANSPORTATION COMMITTEE MEETING MINUTES - APPROVED

A motion was made by Alderman Gorman, seconded by Alderman Schulz to approve the Transportation Committee Meeting Minutes of April 11, 2024 as presented. Roll call vote: Lavallee, aye; Gorman, aye; Perkins, aye and Schulz, aye. Motion approved four to zero.

ADMINISTRATION COMMITTEE MEETING MINUTES - APPROVED

A motion was made by Alderman Carncross, seconded by Alderman Gorman to approve the Administration Committee Meeting Minutes of April 17, 2024, as presented. Roll call vote: Carncross, aye; Gorman, aye and Perkins, aye. Motion approved three to zero.

CONSENT AGENDA - APPROVED

The items under the Consent Agenda are acted upon in a single motion. There is no separate discussion of these items prior to the Council vote unless a Council Member requests that an item be removed from the Consent Agenda for separate action.

- a. Regular City Council Meeting Minutes of March 26, 2024
- b. Planning & Zoning Commission Meeting Minutes of April 2, 2024
- c. Administration Committee Meeting Minutes of April 17, 2024
- d. Community & Economic Development Committee Meeting Minutes of April 10, 2024
- e. Transportation Committee Meeting Minutes of April 11, 2024
- f. Park Board Meeting Minutes of March 18, 2024
- g. Special Park Board Meeting Minutes of April 4, 2024
- h. Administrators Report
- i. Community Development Department Report
- j. Harvard Diggins Library Directors Report
- k. Parks & Recreation Report
- l. Police Department Report
- m. Public Works Department Report
- n. Utilities Department Report
- o. Alderman Lavallee to replace Alderwoman Haderlein on City Library Board
- p. Accept Pattie Lindgren's resignation from the Spirit of 76 Scholarship Fund
- q. Harvard Garden Club request to host annual spring plant sale at Harvard Diggins Library Plaza on Saturday, May 18, 2024, from 8 am – 1 pm
- r. Harvard Milk Days – Proposed Routes for the 2 Mile Walk, 5K & 10K Run

A motion was made by Alderwoman Haderlein, seconded by Alderman Gorman to accept the Consent Agenda, Items #a-r as presented. Roll call vote: Lancaster, aye; Gorman, aye; Perkins, aye and Schulz, aye; Lavallee, aye and Carncross, aye. Motion approved six to zero.

INDIVIDUAL ACTION CONSENT AGENDA ITEMS

Certificate of Recognition – Blake Livdahl/190 lbs IWCOA Frosh/Soph Champion

A motion was made by Alderman Schulz, seconded by Alderman Carncross to approve a Certificate of Recognition to Blake Livdahl who won the Illinois Wrestling Coaches & Officials Association 190 lbs Frosh/Soph State Tournament. Roll call vote: Gorman, aye; Perkins, aye; Schulz, aye; Lavallee, aye; Carncross, aye and Lancaster, aye. Motion approved six to zero. The Certificate of Recognition was then presented to Blake Livdahl.

PAYMENT OF BILLS - APPROVED

A motion was made by Alderman Perkins, seconded by Alderman Lavallee to approve payment of the bills in the amount of \$816,960.37. Roll call vote: Perkins, aye; Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye and Gorman, aye. Motion approved six to zero.

Alderman Schulz recused himself from the meeting at 7:21 pm.

CLASS A LIQUOR LICENSE - APPROVED

SBC Business Inc., d/b/a Lil Corner Store, 301 N. Division St. has submitted a layout for consideration for a Class A Liquor License to allow for a gaming room which was approved by the Liquor Commissioner. The applicant currently has a Class B Liquor License. The fees have been paid. A motion was made by Alderman Schulz, seconded by Alderwoman Lancaster to approve the license application as presented. Alderman Gorman inquired about parking and washrooms for the gaming area. Station Manager Albin Babu indicated they will remove the existing pumps this summer and rework and stripe the parking lot. Also, washroom's for patrons will be added in the area currently labeled "office" on the layout. Roll call vote: Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, aye. Motion approved five to zero.

At 7:26 pm, Alderman Schulz returned to the meeting.

ICE CREAM VEHICLE LICENSE - APPROVED

Edgar Ramirez Mercado, 602 Dewey St., d/b/a Mr. Split Ramz LLC, has submitted an application for consideration of an Ice Cream Vehicle License. The fees have been paid. A McHenry Co. Health Dept. inspection is scheduled for May 5th. The background check is satisfactory. A motion was made by Alderman Schulz, seconded by Alderman Carncross to approve the license application as presented, pending submission of insurance. At Alderman Lavallee's inquiry, the petitioner indicated the ice cream truck will have music to alert patrons and will operate seasonally. Roll call vote: Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, aye. Motion approved six to zero.

BULK DEVELOPER AGREEMENTS - APPROVED

Foxtail Properties

- Alderman Perkins inquired if the developer had completed the first four homes; City Administrator Leone indicated they had and were ready to start on the fifth house.
- Alderman Lavallee inquired about the end game and at what point will the City no longer reduce the permit fee. Mayor Kelly indicated the end game is to get the fees where they should be. The collective expectations are that the fees will approach what is expected by ordinance without any waivers as the City gets closer to filling up Turtle Crossing, but that would be up to the City Council to dictate. At this juncture, a little bit of additional incentive is needed, but the fees are climbing towards what is expected.
- Alderman Gorman felt it would be more dependent on a point in the economy rather than a point in time.
- Alderman Carncross noted the City is competing with surrounding areas, specifically Wisconsin, so realistically as long as the City needs to be competitive, we have to be competitive.

A motion was made by Alderman Carncross, seconded by Alderman Gorman to approve the letter amendment to the agreement with Foxtail Properties to reduce the building permit fee to \$6,600 per home, with Foxtail building five single-family homes in a two-year period. Roll call vote: Schulz, aye; Lavallee, no; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, no. Motion approved four to two.

Habitat for Humanity

- Alderman Carncross inquired how many homes Habitat is projecting to build; Mayor Kelly said they are looking to build 4 homes in the next three years. They also own property on Ridge Lane.
- Alderman Perkins inquired what type of housing they build. Mayor Kelly said all the product they build is single family homes; the current lots are in Autumn Glen.

A motion was made by Alderman Schulz, seconded by Alderman Lavallee to approve an agreement with Habitat for Humanity to waive impact fees for any future homes they construct in Harvard within the next three years. Roll call vote: Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye; Perkins, aye and Schulz, aye. Motion approved six to zero.

HAZMAT UG TANK/ARPA FUNDING – APPROVED

Leaking underground storage tanks were discovered during street repairs on N. Johnson and Brainard Sts. In order to remediate and remove the tanks, the City needs to employ an environmental contractor and licensed OSMF LUST Decommissioner. This is beyond the scope that City staffing can perform.

- Alderman Schulz inquired as to a timeline when the work would be completed; Supt. Lamz reported that repairs will be made next week with restoration to follow.

A motion was made by Alderman Schulz, to expend funds, not to exceed \$25,000, out of the American Rescue Plan Act (ARPA) funds to remediate this issue.

- Alderman Carncross inquired what the storage tanks were holding; Supt. Lamz said the tanks were pre 1920; the Office of the State Fire Marshall believes one is heating oil and the other could be used oil.
- At Alderman Perkins’ inquiry, Finance Director Bejot said currently there is \$130,184 in ARPA funds available which need to be committed by December.

Alderman Perkins seconded the motion. Roll call vote: Carncross, aye; Lancaster, aye; Gorman, aye; Perkins, aye; Schulz, aye and Lavallee, aye. Motion approved six to zero.

PARKS & REC BOARD RECOMMENDATION – FEE WAIVER - APPROVED

Harvard OCTAVE is a non-profit community organization that is requesting a waiver of park fees. A motion was made by Alderman Perkins, seconded by Alderwoman Lancaster to approve the Board’s recommendation to approve the requested fee waiver. Roll call vote: Perkins, aye; Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye and Gorman, aye. Motion approved six to zero.

PARKS & REC BOARD RECOMMENDATION – JEFFERSON SCHOOL REQUEST - APPROVED

A motion was made by Alderman Perkins, seconded by Alderman Lavallee to approve the Board’s recommendation to donate 10 kids daily pool passes to Jefferson School for Family Fun Night. Roll call vote: Perkins, aye; Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye and Gorman, aye. Motion approved six to zero.

CITY OF HARVARD ANNUAL BUDGET FOR FY2024/2025 - ORD 2024-110 APPROVED

A motion was made by Alderman Carncross, seconded by Alderman Perkins to adopt the proposed Ordinance Establishing the City of Harvard Annual Budget for Fiscal Year 2024/2025, as presented. Roll call vote: Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, aye. Ordinance 2024-110 approved six to zero.

**ADMINISTRATION COMMITTEE RECOMMENDATION – VIDEO GAMING FEE
ORD 2024-111 APPROVED**

The Committee’s recommendation is to amend Section 25.06.B.4, Electronic Gaming Device, to increase the fee to \$250 per terminal to be effective May 1, 2025. Alderman Perkins suggested lowering the increase to \$150 per machine based on what nearby communities charge and would not hit businesses right off the bat. Mayor Kelly indicated that establishments would have a full year to prepare for the increase; he also noted that the fee is shared between the terminal operator and the terminal owner. After additional discussion, a motion was made by Alderman Carncross, seconded by Alderman Gorman to approve the Committee’s recommendation to adopt the proposed ordinance Amending Section 25.06.B.4, Electronic Gaming Device, to increase the fee to \$250 per terminal to be effective May 1, 2025, as presented.

- Alderman Schulz said this will directly affect him as a business owner and he is fine with it. He has issue with the money going directly into the general fund and recommended that it be allocated for the revolving loan fund to grow that fund every year. Finance Director Bejot indicated she will note this to be looked at next year during the budget workshop.

Roll call vote: Schulz, abstain; Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, no. Ordinance 2024-111 approved four to one, with one abstention.

TRANSPORTATION COMMITTEE RECOMMENDATION – AMEND SECTION 15.07.B, NO PARKING LOCATIONS - ORD 2024-112 APPROVED

A motion was made by Alderman Perkins, seconded by Alderman Carncross to approve the Committee’s recommendation to adopt the proposed ordinance Amending Section 15.07.B, No Parking Locations, for Front St. and Sage Ln., as presented.

- Alderman Schulz noted that Sage Ln. is a drop off point for the school district and suggested the City contact the district to see what can be done on their end. Supt. Lamz noted it was geared more towards residents who have landscaping/side businesses and bring vehicles and equipment home which makes it difficult to get around with the islands there. Alderman Schulz recommended affected residents be given notice that this change is coming and that they need to find another location for their equipment.

Roll call vote: Schulz, aye; Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye and Perkins, aye. Ordinance 2024-112 approved six to zero.

TRANSPORTATION COMMITTEE RECOMMENDATION – STREET DEDICATION - APPROVED

Rosa Luna asked that the Committee consider her petition to name a street in honor of her father, Vicente Garza. A motion was made by Alderman Carncross, seconded by Alderwoman Lancaster to approve the Committee’s recommendation to dedicate the entrance road to Milky Way Park with an honorary designation of Garza Way. Roll call vote: Lavallee, aye; Carncross, aye; Lancaster, aye; Gorman, aye; Perkins, aye and Schulz, aye. Motion approved six to zero. Supt. Lamz will order the signage.

ADMINISTRATION COMMITTEE RECOMMENDATION – AMEND SECTION 13C.05.A, WATER SEWER USER SERVICE RATES, CHARGES - ORD 2024-113 APPROVED

A motion was made by Alderman Carncross, seconded by Alderman Gorman to approve the Committee’s recommendation to adopt the proposed ordinance Amending Section 13C.05.A, Water/Sewer User Service Rates, Charges, as presented. Roll call vote: Carncross, aye; Lancaster, aye; Gorman, aye; Perkins, aye; Schulz, aye and Lavallee, aye. Ordinance 2024-113 approved six to zero.

ADMINISTRATION COMMITTEE RECOMMENDATION – FUND BALANCE POLICY - APPROVED

At Alderman Lavallee’s inquiry, Finance Director Bejot gave an overview of the policy which was developed at the recommendation of the City’s auditor. The policy sets a target minimum that the City allows our major accounts to not to drop below. The main benefit shows investors that the City is more stable for investments. A motion was made by Alderman Schulz, seconded by Alderman Carncross to approve the Committee’s recommendation to adopt the Fund Balance Policy, as presented. Roll call vote: Lancaster, aye; Gorman, aye; Perkins, aye; Schulz, aye; Lavallee, aye and Carncross, aye. Motion approved six to zero.

DEPT. HEADS REPORT

Written reports as submitted.

Chief Bauman

- Dan Monreal has passed the background check and will be a lateral transfer; employment pending a doctor’s release from a sprained wrist.
- Application for new hires ended with 10 applicants; the written and physical tests will be April 27th.
- Officer Stahl is doing well and projected to return light duty as early as April 29th or by May 13th.
- Officer Brooks is stateside and will hopefully return in June; he is allowed 30 days of leave once he is discharged.
- Background checks are in process with Stacy Heiliger and Sarai Juarez Ortiz. City Administrator Leone related the goal pending Lori’s retirement will be for Jannette to move into the Administrative Assistant position and Sarai starts on June 3rd as Jannette’s replacement. Mayor Kelly said this will provide the City with 3 bilingual/biliterate employees within the Administration Dept. which gives us balance and ensures the ability to communicate with half of our community.

Public Works Supt. Rob Lamz

- Rob recognized Mr. Wolf’s comments at the beginning of the meeting and noted he is merely the facilitator; the guys took care of this when they noticed flooding. Mr. Wolf’s fence post was placed right through a storm sewer tile; the guys found it with the camera. Staff removed the fence, excavated the area and replaced this section of pipe. Storm sewers have been consistently worked on and cleaned out. It was noted that the new camera is paying off dividends and the new jetter tip for the Vac-Con is an incredible piece of machinery.
- Rob has marked prospective skip patching areas and when he has an idea of what he has, will put a list together for the best plan of action.

Supt. Grant

- The WWTP is running well with labs well below limits; there are still some operating hiccups the dept. is working though.
- Alderman Gorman inquired if there was a huge influx with the last storm in early April; Jim replied yes, which indicates rooftops because it comes up too quick. They were able to treat to a point, but

ended up diverting to the pond. With the new plant, they were able to bring it back the very next day and treat. Alderman Gorman noted he had a 1½' in his basement; it went up real fast and came back down real fast. Mayor Kelly noted the point taken is there is a problem with inflow from drainage tiles, rooftops and sump pumps that is being diverted to the sanitary sewer system which overloads it.

COMMITTEE REPORTS

ALDERWOMAN LANCASTER

Alderwoman Lancaster said it was very neat to see all the wrestlers at the meeting.

ALDERMAN SCHULZ

Alderman Schulz thanked Supt. Lamz and City Administrator Leone for expediting ComEd to replace the light pole on his block on Pheasant Run/Old Orchard Rd.

ALDERMAN LAVALLEE

Alderman Lavallee commented that the tree that came down on 2nd St. was cleaned up very quickly.

ALDERMAN CARNCROSS

Alderman Carncross commended the wrestling program on an excellent year and pointed out that's made possible by volunteers that support all the various programs and groups in the community.

TREASURER'S REPORT

Report as submitted.

NO REPORT

City Administrator Leone, Deputy Chief Sacco, Aldermen Gorman and Perkins and City Attorney Clifton had no additional report.

CLERK'S REPORT – UPCOMING MEETING DATES

May 1	Tree Board Meeting, 6:30 pm
May 7	Planning & Zoning Commission Meeting, 7 pm
May 8	Administration Committee Meeting, 6:30 pm
May 14	Community & Economic Development Committee Meeting, 6:30 pm
May 20	Parks & Rec Board Meeting, 6 pm
May 28	Regular City Council Meeting, 7 pm

MAYOR'S REPORT

- Director Day set up appointments for himself, the Mayor and City Administrator to meet with various existing businesses on Friday.
- The City has been recognized nationally by Tree City USA. The Tree Board will have their first meeting in May.

A motion was made by Alderman Perkins, seconded by Alderman Carncross to adjourn the meeting. Aldermen voting aye: Schulz, Lavallee, Carncross, Gorman, Lancaster and Perkins. All ayes. Motion carried.

Meeting adjourned at 8:11 pm.

Respectfully submitted:
Lori Moller, City Clerk

May 3, 2024