

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
March 18, 2010
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, March 18, 2010 at 7:00 p.m. in the Municipal Complex Village Board Room located at 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Pam Fender, Jay Kadakia, Niko Kanakaris, Harry Leopold, Paul Mercer and John Piwko.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Mayor Sass.

PUBLIC COMMENTS:

Mr. David Patterson, 12961 Applewood Drive, Huntley. Mr. Patterson read the following statement into the record: "Congratulations to Robert Chandler, I welcome him to a great group on the Planning Commission.

Regarding Item "h" on the agenda. I know the widening of Route 47 causes many problems for the businesses involved. However, to keep the Village free from sign contamination, I urge you to keep the signs at the 15' height as outlined in our ordinances. Thank you."

There were no other public comments.

ITEMS FOR DISCUSSION:

- a) Discussion – February 18, 2010 Committee of the Whole, February 25, 2010 Village Board and March 4, 2010 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any changes to the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 18, 2010 Committee of the Whole, February 25, 2010 Village Board and March 4, 2010 Committee of the Whole Meeting Minutes. The Minutes will not be included on the Consent Agenda as Trustees were absent from the meetings therefore requiring separate votes.

- b) Discussion – March 25, 2010 Bill List in the amount of \$704,526.89

Mayor Sass reported that included in the agenda packet was the March 25, 2010 Bill List. The Bill List has been reviewed by Staff and all is in order for Village Board approval at this time.

• Bill List - Detail Board Report	\$	404,898.13
• Bill List – Manual Checks Issued - 2/03/10	\$	66,216.32
• Bill List – Manual Checks Issued - 2/05/10	\$	8,128.05
• Bill List – Manual Checks Issued - 2/11/10	\$	9,294.80
• Bill List – Manual Checks Issued - 2/18/10	\$	215,948.59
• Bill List – Petty Cash Checking Account	\$	<u>41.00</u>
Total for approval:	\$	704,526.89

Mayor Sass asked if the Committee had any questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the March 25, 2010 Bill List in the amount of \$704,526.89.

- c) Discussion – Village of Huntley Historic Preservation Commission Member Appointment – Karen Langhenry

Mayor Sass reported that he is submitting for review and discussion by the Committee of the Whole, Ms. Karen Langhenry for an appointment to the Historic Preservation Commission.

Ms. Langhenry has been active in the community and has expressed an interest in serving the Village on the Historic Preservation Commission. Ms. Langhenry will fill the vacancy created when Mr. Larry Melman resigned from the Commission.

Mayor Sass called Ms. Karen Langhenry forward and introduced her to the Committee. Mayor Sass asked if the Committee had any questions for Ms. Langhenry.

Trustee Mercer asked Ms. Langhenry why she was interested in the position on the Historic Commission. Ms. Langhenry stated that she was interested in history and grew up in an older home; she also wishes to be active in the community and thanked the Board for the opportunity.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the appointment of Ms. Karen Langhenry to the Historic Preservation Commission.

- d) Discussion – Village of Huntley Planning Commission Member Appointment – Robert Chandler

Mayor Sass reported that he has submitted, for review and discussion by the Committee of the Whole, Mr. Robert Chandler for appointment to the Village of Huntley Planning Commission.

Mr. Chandler has been active in community events throughout the past years and has expressed an interest in serving the Village on the Planning Commission. Mr. Chandler will fill the vacancy created when Mr. Dave Patterson resigned from the Commission.

Mayor Sass called Mr. Robert Chandler forward and introduced him to the Committee. Mayor Sass asked if the Committee had any questions for Mr. Chandler or if Mr. Chandler wished to address the Committee.

Mr. Chandler thanked the Mayor and stated that he would like to be involved in the community and the position on the Planning Commission would be a good fit as he has been a project architect for approximately 21 years.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the appointment of Mr. Robert Chandler to the Planning Commission.

- e) Discussion – Village of Huntley Police Commission Member Appointment – Donald Arseneau

Mayor Sass reported that he is submitting for review and discussion by the Committee of the Whole, Mr. Donald Arseneau for appointment to the Village of Huntley Police Commission.

Mr. Arseneau has been active in the community and has expressed an interest in serving the Village on the Police Commission. Mr. Arseneau will fill the vacancy created when Mr. Joe Kaltwasser resigned from the Commission.

Mayor Sass called Mr. Donald Arseneau forward and introduced him to the Committee. Mayor Sass asked if the Committee had any questions for Mr. Arseneau or if Mr. Arseneau wished to address the Committee.

Mr. Arseneau thanked Mayor Sass and stated that he is interested in the position on the Police Commission as a way of giving back to the community.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the appointment of Mr. Donald Arseneau to the Police Commission.

- f) Discussion – Ordinance (O) 2010-03.08 – An Ordinance Recognizing the Legal Non-Conforming Status at 10716 S. Illinois Route 47/Tobacco Hut

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that due to the imminent widening of Route 47 between Kreutzer Road and Reed Road, IDOT acquired additional right-of-way from the property at 10976 S. Route 47. The property is zoned “B-3” Shopping Center Business and is currently considered to be non-conforming in accordance with Section 156.180 of the Village’s Zoning Ordinance.

The Route 47 widening and consequent right-of-way acquisition results in increasing non-conformities affecting required parking lot setback and landscape buffer, building setback, lot area and parking lot lighting.

Staff Analysis

The property owner proposes the construction of a parking lot north of the existing structure that will provide parking for four vehicles, which complies with the minimum number of spaces required for the 869 square foot building. The relocated parking lot will replace the existing parking spaces located at the front of the building that will be lost as a result of the expanded Route 47 right-of-way. In order to construct the parking as proposed, the petitioner is requesting relief to reduce the required setback/landscape buffer abutting a street for a parking lot and relief from the parking lot lighting requirements found within Zoning Ordinance. Additionally, the right-of-way taking is necessitating relief to reduce further the lot area and building setback required in the B-3 zoning district.

The following table summarizes the subject site’s non-conformities that will be altered by the Route 47 improvements. The petitioner shall require relief from each of the four items listed below:

B-3 SHOPPING CENTER BUSINESS	REQUIRED	CURRENT	PROPOSED
Lot Size	80,000 s.f.	15,464 s.f.	13,983 s.f.
Front Yard Setback	50 ft.	35 feet	24.64 feet
Minimum Parking Setback / Landscape Buffer	10 ft.	0 feet	0 feet
Parking Area Lighting	Yes	None	None

A location for a ground sign is shown on the site plan, however, no ground sign is proposed at this time. Any new signage shall be required to meet all Village of Huntley sign regulations for the placement and construction of business signs.

Should the Village Board approve the resulting non-conformity of the subject site, Staff recommends the following conditions of approval:

1. The asphalt area on the south side of the structure shall be replaced with grass and landscaping.
2. Handicap parking shall be provided in accordance with the Illinois Accessibility Code.
3. Landscape screening shall be installed on the north and east sides of the parking area.
4. The petitioner shall obtain all required permits from the Development Services Department prior to the construction of the parking lot.
5. All site improvements shall comply with all Village of Huntley Engineering and Building Code requirements.
6. Any proposed future signage shall comply with the Village’s Commercial Design Guidelines and Sign Ordinance.
7. The Tobacco Hut shall comply with Village of Huntley Business Registration requirements.
8. The Tobacco Hut shall address any outstanding property maintenance issues.

Financial Impact None.

Legal Analysis

The petitioner has indicated that the property may be redeveloped in the future. The Village Board has the option to place a limit on the length of time that the property may continue as a non-conforming use if the Board is inclined to grant the requested relief.

Ms. Armour reported that a representative of the property owner, and the property owner’s attorney, Mr. Mike Ryan were in attendance to answer questions.

Mayor Sass asked if the Committee had any questions or comments.

Trustee Leopold stated that he supports relief during the road construction but wants to limit the legal non-conforming status to two (2) years. Trustee Leopold noted that the new parking lot will be in a darker location and suggested that a pole light be added to the plans.

Trustee Piwko stated that when the new parking lot is installed on the north side of the property that he would like the asphalt that is in front of the building to be replaced as it is in poor condition. Attorney Ryan agreed. Trustee Piwko asked if the owner had plans to spruce up the building such as painting it or replacing the siding. Attorney Ryan said yes. Trustee Piwko asked if the business had considered relocation; Attorney Ryan stated that there were no plans to relocate the business.

Trustee Fender said that she would agree to a maximum of two (2) years as a legal non-conforming status as so much of the property needs repair. Attorney Ryan stated that the owner is trying to collect damages from the Illinois Department of Transportation (IDOT) and a two-year limit might not help their case if the legal non-conforming status would be revoked in two years. Trustee Leopold replied that if the owner would keep the property in good shape the legal non-conforming status would be kept in tact.

Village Manager Johnson stated that the project could move forward with the conditions of approval as noted in the presentation and asked if the Committee wanted to specifically add the paving of the front parking area and the painting of the building to the conditions of approval. Several of the Trustees said that they would like them included.

Trustee Kanakaris stated he was concerned about the two-year limitation of the legal non-conforming status as the owner will have to outlay substantial funds for the improvements. Trustee Kanakaris asked if the addition of a parking lot light need to be installed immediately and not when the Route 47 Widening Project was completed. It was suggested that a light be installed during the construction of the parking lot.

Attorney Ryan stated that the improvements will take place once the IDOT improvements are completed in front of the property.

Mayor Sass stated that he does not want to put too much of a financial burden on the owner now.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O) 2010-03.08 – An Ordinance Recognizing the Legal Non-Conforming Status at 10716 S. Illinois Route 47/Tobacco Hut, as amended.

- g) Discussion – Ordinance (O) 2010-03.09 – An Ordinance Recognizing the Legal Non-Conforming Status at 11312 S. Illinois Route 47/Wolschlager Chiropractic

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that due to the imminent widening of Route 47 between Kreutzer Road and Reed Road, IDOT acquired additional right-of-way from the property at 11312 S. Route 47. The property is zoned “B-2” Highway Service and is currently the site of Wolschlager Chiropractic. The property is currently considered to be non-conforming in accordance with Section 156.180 of the Village’s Zoning Code.

The Route 47 widening and consequent right-of-way acquisition results in increasing the non-conformities of the building setback.

Staff Analysis

The office building on the site will be 23.51 feet from the right-of-way/property line or 6.49-feet closer than the 30’ minimum front yard setback required under the “B-2” Highway Service zoning district. The property owner is requesting confirmation from the Village that the proximity of the site’s building to the property line will be considered legal non-conforming.

Additionally, the petitioner is required to relocate his ground sign as a result of the right-of-way taking. The sign will be relocated north of the parking lot and will meet the required 10-foot

setback from the property line; therefore, no relief is required for the ground sign. However, the petitioner is requesting a waiver of sign permit fees to relocate the sign.

Financial Impact

The petitioner is requesting a waiver of the \$159.00 sign permit fee for relocation of the sign.

Legal Analysis None.

Mayor Sass asked if the Committee had any questions or comments.

Trustee Piwko asked if the current sign was obtained through the permit process. Ms. Armour replied yes.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O) 2010-03.09 – An Ordinance Recognizing the Legal Non-Conforming Status at 11312 S. Illinois Route 47/Wolschlager Chiropractic.

- h) Discussion – Ordinance (O)2010-03.10 – An Ordinance Recognizing the Legal Non-Conforming Status at 10976 S. Illinois Route 47/Huntley Court

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that due to the imminent widening of Route 47 between Kreutzer Road and Reed Road, IDOT acquired additional right-of-way from the property at 10976 S. Route 47. The property is zoned “B-2” Highway Service and is currently the site of the Huntley Court shopping center. The property is currently considered to be non-conforming in accordance with Section 156.180 of the Village’s Zoning Code.

The Route 47 widening and consequent right-of-way acquisition results in increasing a non-conformity affecting the required parking lot landscape/buffer setback and will necessitate relief to reinstall the ground sign for the shopping center.

Staff Analysis

The shopping center has five (5) lease spaces that include three restaurants, a donut shop and a barber shop. The existing parking lot located in front of the shopping center and to the north of the shopping center accommodates 51 parking spaces, including two (2) handicap spaces. The Route 47 right-of-way taking will result in the loss of eight (8) parking spaces. Four (4) parking spaces will be lost adjacent to Route 47 in front of the shopping center and four (4) parking spaces at the northwest corner of the north parking lot. As a result, 43 parking spaces, including two (2) handicap spaces, will be provided onsite. In accordance with Zoning Ordinance requirements, a minimum of 40 parking spaces are required. The following table provides a further summary of the required parking:

USE	SEATING / GROSS SQ. FEET	NO. OF REQUIRED PARKING	SPACES REQUIRED
Restaurant 1	26 seats	1 space / 3 seats	9
Restaurant 2	18 seats	1 space / 3 seats	6
Donut Shop	180 sq. feet	1 space / 15 s.f.	6
Barber Shop	625 sq. ft	8 space / 100 s.f.	5
Restaurant 3	210 sq. ft.	1 space / 15 s.f.	14
Total			40

The site currently has three (3) points of access from Route 47. The southernmost access point will remain after construction and will serve only the northbound right-in/right-out traffic. A cross access easement has been created between Huntley Court and Huntley Towers to the north to allow access to a full-access point across from Borden Street. As a result of the right-of-way taking and proposed modifications to the site, relief is required to allow the parking lot to encroach into the required 10-foot parking lot setback and landscape buffer.

Relief is also requested to reinstall the 20-foot tall ground sign that was recently removed at the request of IDOT. The Village's Sign Regulations allows ground signs up to 80 square feet single-face (160 square foot, two-sided) 15 feet in height and, if greater than 42-inches, no closer than 10-feet from a property line. The petitioner is requesting relief to reinstall the same 20-foot tall sign on the landscaped "bump-out" between the middle access point to Huntley Court and the north parking area. The sign would be setback 5-feet from the front property line. Therefore, the sign requires relief from the 10-foot setback requirement and to allow the ground sign to exceed 15-feet in height. The area of the sign conforms to Sign Ordinance size limitations.

Should the Village Board approve the resulting non-conformity of the subject site and ground sign, Staff recommends the following conditions of approval:

1. The petitioner shall obtain all required permits from the Development Services Department prior to constructing the proposed modification to the parking lot.
2. The petitioner shall obtain a sign permit from the Development Services Department prior to installing the sign.
3. In accordance with the Village's Commercial Design Guidelines, landscaping shall be installed at the base of the ground sign.

Financial Impact None.

Legal Analysis None required.

Ms. Armour reported that the property owner, Mr. James Gounaris and his attorney Mr. Tim Ryan were in attendance to answer questions.

Mayor Sass asked if the Committee of the Whole had questions or comments.

Trustee Fender asked if there was curbing along the right-of-way. Village Manager Johnson stated that there was both curb and the carriage walk along Route 47. Trustee Fender stated that she wants the parking lot re-stripped as it is in bad condition. Mr. Gounaris stated that he will have that done as soon as the IDOT improvements are made. Trustee Fender asked how old the current sign was. Mr. Gounaris stated that it was installed at the time the building was constructed but it was in good condition.

Mayor Sass asked if the sign was in compliance when it was originally installed; Mr. Gounaris replied yes.

Trustee Leopold requested that the access plan for this development and how it lines up at Borden Street be included in the next packet.

Trustee Piwko asked if the lights were recently added to the parking lot as it seems so much brighter now. Mr. Gounaris stated that more efficient bulbs were installed but that the fixtures have been there since construction. Trustee Piwko stated that he had a problem allowing the

non-conforming 20 foot tall sign. Mr. Gounaris stated that the cost of replacing the current sign would have to be taken care of by the tenants and he hoped not to have to do that.

Mayor Sass stated that he could not go along with making the owner change the sign and asked if the Committee would be willing to waive the permit fees for moving the sign; all Trustees agreed.

Mayor Sass asked if the Committee had additional questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board Ordinance (O)2010-03.10 – An Ordinance Recognizing the Legal Non-Conforming Status at 10976 S. Illinois Route 47/Huntley Court. This item will not be placed on the Consent Agenda as the consensus for approval was not unanimous and a separate vote will be required.

- i) Discussion –Ordinance (O)2010-03.11 – Approval and Adoption of the 2010 Village of Huntley Zoning Map

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that annually, in accordance with State law and the Huntley Zoning Ordinance, as detailed below, the Village is required to formally adopt an updated zoning map. The required notice, notifying the public of the revised map will appear in the Northwest Herald during the week of March 22, 2010.

Staff Analysis

Zoning Reclassifications and Corrections:

- (1) 12050 4th Street – *Union Special Office Building* – PINs: 18-33-303-002 / 003 – Zoning “O-1” Office District – Re-zoned from Manufacturing to Office per VOH Ordinance 2005-04.25 (04/14/2005)
- (2) 11613 Main Street – *SEC Main and Grove Street* – PIN:18-33-129-001 - Zoning “B-4” Adaptive Reuse – Re-zoned from Office Planned Unit Development to Adaptive Reuse per VOH Ordinance 2009-10.44 (10/22/2009)
- (3) South 260 feet of North 553 feet of Bakley’s 14th, Lots 4 and 5 – *Schiffmayer Plastics Corp.* – PINs: 18-33-477-006 / 007 – “O-1-PUD” - Re-zoned from Manufacturing to Office District Planned Unit Development per VOH Ordinance 2010-01.05 (01/28/2010)

Financial Impact None.

Legal Analysis

Article XVI – Zoning Administration and Enforcement; Section 156.200 Village Manager. (E) *Zoning Text; Zoning Map.* The Village Manager shall prepare and have available for public sale on or before March 31 of each year;

- (1) The compiled text of this Code in book or pamphlet form, including all amendments thereto through the preceding December 31; and
- (2) The official Zoning Map, showing the zoning districts, divisions and classifications in effect on the preceding December 31. The Village Manager shall, at all other times, maintain, and have available for reproduction, at least one up-to-date copy of both the

Zoning Code text and the Zoning Map, showing all amendments through the most recent meeting of the Board of Trustees for which official minutes have been approved.

Mayor Sass asked if the Committee had any questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2010-03.11 – Approval and Adoption of the 2010 Village of Huntley Zoning Map.

- j) Discussion – Resolution (R) 2010-03.11 - Temporary Use Permit Request for a Temporary Banner – Pinecrest Restaurant/Huntley Park District, 11220 Algonquin Road

Introduction

Mayor Sass reported that the Village is in receipt of a request from Pinecrest Restaurant to install one (1) 4' by 8' (32 square feet) temporary banner advertising "Easter Brunch Make Your Reservations Now". The sign will be installed on posts in front of the main sign on Algonquin Road.

Staff Analysis

Should the Village Board approve the Temporary Use Permit, Staff recommends the following conditions of approval:

1. A permit shall be obtained from the Development Services Department prior to the display period.
2. The Temporary Use Permit is not transferable to other events.

Financial Impact None.

Legal Analysis

The Village Board's authorization for this request is required in accordance with the Sign Code §153.17 Prohibited Signs, subparagraph (K) prohibiting Banners and Flags.

Mayor Sass asked if the Committee had any questions or comments; there were none. Mayor Sass asked if the Committee had objection to allowing the sign to be installed prior to formal Board approval on March 25th; there were no objections.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R) 2010-03.11 - Temporary Use Permit Request for a Temporary Banner at Pinecrest Restaurant/Huntley Park District located at 11220 Algonquin Road. It was agreed that this item will not be included on the Consent Agenda in order for Trustee Kanakaris to abstain from voting.

- k) Discussion – Village of Huntley 2010 Street Improvement Program:
 - i. Resolution (R)2010-03.12 - to appropriate \$650,000.00 in Motor Fuel Tax Funds for Contract Construction for the 2010 Street Improvement Program
 - ii. Resolution (R)2010-03.13 - Execution of the Construction Contract to the lowest responsible bidder, Plote Construction, Inc., in the amount of \$721,266.95

Village Manager David Johnson reviewed a Power Point Presentation and reported that on February 12, 2010 the Village received bids from eight (8) contractors. The results are summarized in the February 18, 2010 letter from Christopher B. Burke Engineering, Ltd. (CBBEL) which was included in the Packet. The low bid of \$721,266.95 is 35.8% below the engineer's estimate of \$1,123,385.00. This favorable bid allows for the addition of Cambridge Drive from Reed Road to Dalton Drive to the 2010 Street Improvement Program within the approved budget. The estimated value of the Cambridge Drive addition is \$106,000.00 and would be formalized through a change order with Plote Construction, Inc. The work will include removal of existing asphalt pavement, base preparation, spot repairs of curb, sidewalk and driveways, and the construction of new asphalt binder course (2½") and asphalt surface course (1½"). The total mileage of street to be resurfaced including the addition of Cambridge Drive is 1.98 miles.

Staff Analysis

Plote Construction, Inc. has extensive experience in road building projects and it is recommended that the Village Board award the 2010 Street Program to Plote Construction, Inc.

Financial Impact

The project is included in the FY2010 Budget with funding sources as follow:

Motor Fuel Tax Fund / 42-05-3-6750	-	\$650,000.00
Capital Projects Fund / 02-10-4-6925	-	\$350,000.00

As proposed, the FY2010 Street Improvement Program estimated cost is \$948,266.95 (including engineering of \$121,000) which is \$51,733.05 less than the budgeted amount of \$1,000,000.00.

Legal Analysis Not required.

Mayor Sass asked if the Committee had questions or comments.

Trustee Piwko asked if there were additional locations in town that could be added to the project as it was under the Engineer's Estimate. Village Manager Johnson stated that the cost of remobilization would not make it feasible.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the Village of Huntley 2010 Street Improvement Program:

- i. Resolution (R)2010-03.12 - to appropriate \$650,000.00 in Motor Fuel Tax Funds for Contract Construction for the 2010 Street Improvement Program***
- ii. Resolution (R)2010-03.13 - Execution of the Construction Contract to the lowest responsible bidder, Plote Construction, Inc., in the amount of \$721,266.95***

- 1) Discussion – Payout Request No. 1 (Final) in the amount of \$118,000.00 to Breezy Hill Nurseries, Inc. – Algonquin Road Streetscape Project

Mayor Sass reported that on September 24, 2009, the Village Board awarded the Algonquin Road Streetscape Project to Breezy Hill Nurseries, Inc., in the amount of \$118,000.00.

Staff Analysis

The work has been completed; an initial inspection conducted by staff and the Village consultant, David McCallum, and the correction list has been addressed. The project includes a 2-year guarantee secured by a maintenance bond.

Financial Impact

The project is funded through the Capital Projects Fund, 02-10-4-6925.

Legal Analysis Not required.

Mayor Sass asked if the Committee had questions or comments.

Trustee Leopold stated that compared to other landscape projects in the Village such as Centegra’s or Klein’s that this is a much better job and he would like others to follow this lead.

Trustee Piwko asked when the 2-year guarantee would commence. Village Manager Johnson stated that it would begin with this payment.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Payout Request No. 1 (Final) in the amount of \$118,000.00 to Breezy Hill Nurseries, Inc. for the Algonquin Road Streetscape Project.

- m) Discussion – Payout Request No. 2 (Final) in the amount of \$7,874.12 to Schroeder Asphalt Services, Inc. – Resurfacing of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart)

Mayor Sass reported that on September 24, 2009 the Village Board awarded the contract for the resurfacing of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart) to Schroeder Asphalt Services, Inc., in the amount of \$88,989.00.

Staff Analysis

The project is 100% complete. The final cost of the project is \$64,551.55, which is 27.5% under the contract amount of \$88,989.00. Payout Request No. 2 (Final) includes payment of all retained amounts.

Financial Impact

The work is budgeted in the Street Improvement Fund, 04-10-4-7500

Work Completed to Date	\$64,551.55
Less Paid to Date	<u>\$56,677.43</u>
Payout Request #2 (Final)	\$ 7,874.12

Legal Analysis Not required.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Payout Request No. 2 (Final) in the amount of \$7,874.12 to Schroeder Asphalt Services, Inc. for the Resurfacing of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart).

- n) Discussion – Payout Request No. 5 (Final) in the amount of \$44,763.55 to Schroeder Asphalt Services, Inc. – 2009 Street Improvement Program (Base Program)

Mayor Sass reported that on April 23, 2009 the Village Board awarded the 2009 Street Improvement Program to Schroeder Asphalt Services, Inc., in the amount of \$927,679.15 (base program). An extension to the program was approved by the Village Board on August 13, 2009 adding Timer Drive and Douglas Street from Timer Drive West to Ruth Road.

Staff Analysis

The base contract is 100% complete. The final cost of the base contract is \$753,816.71, which is 18.7% under the as-bid amount. Payout Request No. 5 (Final) includes payment of all retained amounts.

Financial Impact

The account to be utilized is the Motor Fuel Tax Fund, 42-05-3-6750 – \$44,763.55

<u>Pay Request</u>	<u>Approved Amount</u>
#1	\$151,423.92
#2	\$185,568.83
#3	\$351,700.96
#4	<u>\$ 20,359.45</u>
Total Paid to Date	\$709,053.16

Work Completed to Date	\$753,816.71
Less Paid to Date	<u>\$709,053.16</u>
Payout Request #5 (Final)	\$ 44,763.55

Legal Analysis Not required.

Mayor Sass asked if the Committee had questions or comments.

Trustee Piwko asked if there were any open landscape issues. Village Manager Johnson stated that he did not believe so but would check before releasing payment.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Payout Request No. 5 (Final) in the amount of \$44,763.55 to Schroeder Asphalt Services, Inc. for the 2009 Street Improvement Program (Base Program).

- o) Discussion – Payout Request No. 2 (Final) in the amount of \$21,447.09 to Schroeder Asphalt Services, Inc. – 2009 Street Improvement Program Extension

Mayor Sass reported that on August 13, 2009 the Village Board approved the extension to the 2009 Street Improvement Program to include Timer Drive and Douglas Street from Timer Drive West to Ruth Road.

Staff Analysis

The project is 100% complete. The final cost of the extension portion of the contract is \$241,747.33, which is 24.8% under the estimate of \$321,288.00. Payout Request No. 2 (Final) includes payment of all retained amounts.

Financial Impact

The 2009 Street Improvement Program Extension is funded through the Street Improvement Fund, 04-10-4-7500

Work Completed to Date	\$241,747.33
Less Paid to Date	<u>\$220,300.24</u>
Payout Request #2 (Final)	\$ 21,447.09

Legal Analysis Not required.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Payout Request No. 2 (Final) in the amount of \$21,447.09 to Schroeder Asphalt Services, Inc. for the 2009 Street Improvement Program Extension.

- p) Discussion – Purchase of two (2) 2011 Ford F250, 4x4 Pickup Trucks Equipped with Snowplows

Village Manager David Johnson reported that as part of the FY2010 Budget, the Village Board approved funding for the replacement of two (2) vehicles in the Public Works Department.

Staff Analysis

The Vehicle Replacement Program identified two (2) vehicles requiring replacement in 2010. The vehicles identified are Vehicle #1609, a 2001 Dodge 2500 and Vehicle #1615, a 1999 Ford F150. The vehicles will be sold at auction this fiscal year.

Financial Impact

The vehicles will be purchased through the Illinois Central Management Services (CMS), State Bid Purchase Program. The vendor awarded the state contract is Morrow Bros. Ford Inc. of Greenfield, Illinois. The new vehicles will be purchased out of the vehicle replacement fund, 48-10-4-7760, funds budgeted \$50,000.00. The total cost for both vehicles is \$62,853.00. The overage of \$12,853.00 will be offset by the sale of the two used vehicles being sold at auction.

Legal Analysis

Village Board approval is required for purchases over \$20,000.00. Because this purchase would be made through the state bid purchase program, the formal bidding process may be waived.

Mayor Sass asked if the Committee had questions or comments.

Trustee Leopold asked if Tom Peck Ford was given the opportunity to bid on this purchase. Village Manager Johnson stated that the trucks are being purchased through the state bid purchase program but he would follow up. Trustee Leopold also asked if the vehicles will use duel fuel or regular fuel. Village Manager Johnson stated that he thought they might use regular fuel but he will follow up and report.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the purchase of two (2) 2011 Ford F250, 4x4 Pickup Trucks Equipped with Snowplows in an amount not to exceed \$62,853.00.

- q) Discussion – Purchase and installation of a 9’ Trip Edge Front-Mounted Wing Plow in the amount of \$24,824.00

Village Manager David Johnson reported that as part of the FY2010 Budget, the Village Board approved funding for a new 9’ Trip Edge Front-Mounted Wing Plow for the Public Works Department.

Staff Analysis

Staff identified the need for a wing plow to be installed on a tandem axle dump truck to assist with pushing back snow in areas where drifting occurs. The wing plow allows the snowplow driver to push snow beyond the edge of pavement without the risk of the vehicle becoming stuck.

Financial Impact

The cost to purchase and install the wing plow is \$24,824.00. Funds for this purchase will come out of Capital Development line item #02-10-4-7720, which has \$25,000.00 budgeted.

Legal Analysis

The Village Board is required to approve purchases over \$20,000.00. Because the snowplow equipment has been standardized to allow interchanging between vehicles, the Village needs to continue purchasing equipment through the same vendor, Bonnell Industries, Inc. Therefore, staff is requesting that the formal bidding process be waived.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the purchase and installation of a 9’ Trip Edge Front-Mounted Wing Plow in the amount of \$24,824.00.

- r) Discussion – Resolution (R)2010-3.14 – Execution of the Intergovernmental Agreement Between Grafton Township and the Village of Huntley for Senior Transportation Service

Village Manager David Johnson reported that the Village of Huntley is in receipt of a request from Grafton Township to enter into an Intergovernmental Agreement (IGA) to provide transportation for senior citizens in Rutland Township within the Village of Huntley.

The terms of the IGA were summarized as follows:

1. Grafton Township will provide the transportation service to the senior citizens of Rutland Township within the boundaries of the Village of Huntley under the Township’s existing senior transportation program subject to all of the rules, regulations, policies and laws of the program.
2. The Village of Huntley will pay Grafton Township on or before April 11, 2010 a sum of \$10,000.00.
3. The term of the IGA shall be for a period of one (1) year and may be renewed by either party for an additional one (1) year term upon written notice received sixty (60) days prior to the expiration of the current term.
4. Grafton Township shall provide the Village of Huntley with a rider activity report every six months illustrating ridership trip volumes.
5. Either party may, with or without cause, terminate the IGA upon not less than thirty (30) days written notice. If the Township terminates the IGA without cause, Grafton shall

reimburse the Village of Huntley on a pro rata basis for costs associated with the length of time that remained under the term of the IGA.

Staff Analysis

Staff has reviewed rider activity reports received from Grafton. Rutland Township riders have increased from 527 in 2008 to 860 in 2009. Overall rider activity is also up from 2,012 in 2008 to 2,222 in 2009 increasing total revenue from \$2,724 in 2008 to \$3,104 in 2009. The \$10,000 fee is an increase from the 2008 IGA.

Financial Impact

\$10,000 was included in the FY2010 Budget General Fund 01-10-2-6355.

Legal Analysis

The Agreement has been reviewed by the Village Attorney. All is in order for Village Board consideration at this time.

Village Manager Johnson reported that Grafton Township Board Member Betty Zirk was in attendance to answer questions.

Mayor Sass asked if the Committee had questions or comments.

Trustee Leopold asked which parts of Rutland Township were included in this agreement. Ms. Zirk stated that it is only Huntley residents in the Rutland Township portion of Sun City that are included. Trustee Leopold asked if Rutland Township residents were charged an out-of-district fee. Ms. Zirk stated that prior to the Intergovernmental Agreement with the Village, Rutland Township residents were charged a different fee but now pay the same as Grafton residents. Mayor Sass stated that he did not believe that same fees would be charged as part of the original agreement and that Rutland Township residents should pay an out-of-district fee to help cover additional costs. Trustee Leopold asked Ms. Zirk to please let the Grafton Township Board know that the Village Board would like Rutland Township residents to pay an out-of-district fee to cover additional costs.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board Resolution (R)2010-3.14 – Execution of the Intergovernmental Agreement Between Grafton Township and the Village of Huntley for Senior Transportation Service. This item will not be included on the Consent Agenda in order that Trustee Fender may abstain from voting.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT:

The Reed Road reconstruction project pre-construction meeting was held. The target date to begin the project is April 15th and Reed Road will be closed from Haligus to Cambridge Drive. Mayor Sass stated District 158 has been informed.

The Route 47 Widening Project pre-construction meeting will be held on Tuesday, March 23rd and a Public Information Meeting will be held in the Board Room on Wednesday, March 24th at 6:30 p.m.

The March 25th Village Board Meeting will begin at 6:30 p.m. and will include a Strategic Planning Workshop. Mayor Sass asked that the Trustees please return the completed worksheets to staff before the meeting.

The next McCOG meeting will be held on March 31st.

The April 1st Committee of the Whole Meeting will be cancelled. Agenda items will go directly to the April 8th Village Board Agenda.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further business to discuss, a MOTION was made to adjourn the meeting at 8:15 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Fender

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary