

PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING



THURSDAY, JUNE 3, 2010
7:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Items for Discussion
 - a) Discussion –May 13, 2010 Village Board and May 20, 2010 Committee of the Whole Meeting Minutes
 - b) Discussion – June 10, 2010 Bill List in the amount of \$980,768.52
 - c) Discussion – Ordinance (O) 2010-06.26 - Approving an Amendment of the Final Planned Unit Development for Lot 2 of Centegra Health Care Campus, 10350 Haligus Road
 - d) Discussion – Ordinance (O)2010-06.27 – Amendment to Huntley Code of Ordinances – Business Regulations 110.24 – Limitation on Licenses – Adding one Class “D” License – Liquor Control Ordinance
 - e) Discussion – Ordinance (O)2010-06.28 – Approval and Issuance of a Class “D” Liquor License – Walgreens Co., Walgreens #11739, located at 9950 Route 47
 - f) Discussion – Approval of two Payout Requests to Plote Construction, Inc. – 2010 MFT Street Program as follows:
 - i) Payout Request #1 in the amount of \$378,708.77
 - ii) Payout Request #1 – Cambridge Drive in the amount of \$59,258.55
 - g) Discussion – Ordinance (O)2010-06.29 – Waiver of Formal Bid Process / Approval of Additional Road Improvements on Grove Street between Mill Street and the Union Pacific Rail Road Tracks and Award of Bid to Landmark Contractors, Inc. in the Amount of \$32,850.00
 - h) Discussion – Resolution (R)2010-06.28 – Authorizing a Bid Award and Contract for an Arch Dome Building to Clear Span of Connecticut in the amount of \$81,294.00
5. Village Attorney’s Report
6. Village Manager’s Report

7. Village President's Report
8. Unfinished Business
9. New Business
10. Executive Session
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
 - e) Collective Bargaining
 - f) Appointment, Discipline or Removal Public Officers
 - g) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Other
11. Possible Action on any Closed Session Item
12. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.



David J. Johnson, Village Manager

Agenda Item: **May 13, 2010 Village Board and May 20, 2010 Committee of the Whole Meeting Minutes**

Department: **Village Manager's Office**

Introduction

The following meeting minutes are being presented for Village Board approval:

- May 13, 2010 Village Board
- May 20, 2010 Committee of the Whole

Action Requested

A consensus of the Committee of the Whole to forward on to the Village Board for approval the above referenced meeting minutes.

Petition: **Ordinance (O) 2010-06.26 - Approving an Amendment of the Final Planned Unit Development for Lot 2 of Centegra Health Care Campus, 10350 Haligus Road**

Petitioner: **Centegra Health System/NIMED Corporation**

Department: **Village Manager's Office**

Introduction

The petitioner is requesting a minor amendment to the Final Planned Unit Development for the Ambulatory Care Mall (ACM) on Lot 2 of the Centegra Health Care Campus, 10350 Haligus Road. The amendment consists of the addition of a parking lot on the east side of the building that is located closer to the entry door to this wing of the building. Many of the patients visiting this portion of the building have temporary conditions that impact their ability to walk long distances. Providing parking located closer to the building will better serve the needs of these patients. In addition, Centegra is proposing to construct a canvas canopy outside the door to provide a covered sidewalk that is protected from the weather. Future plans for this portion of the site indicate that the building could be added onto, which would require removal of the canopy and a more permanent connection between buildings.

Staff Analysis

A building permit will be required for the parking lot. The petitioner will be required to provide a full set of engineering plans that identifies lighting, drainage, landscaping, and all other requirements for a permit. The petitioner is not seeking approval for any additional signage for the building. Directional signage consistent with other signage on site is proposed at the south end of the access drive to the parking lot.

Financial Impact

Not applicable.

Legal Analysis

The revisions to the site plan are considered a minor amendment to the Final Planned Unit Development and do not require a hearing before the Plan Commission.

Recommended Conditions of Approval

If the Board approves the amendment, staff recommends the following conditions of approval:

1. All public improvements and site development must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees are responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through "retention" and design of multi stage outlet structures.

4. The petitioner shall obtain final approval of the Landscape Plan from Village staff prior to issuance of a building permit.
5. All directional signage shall be consistent with the signage currently on site.
6. No building plans or permits are approved as part of this submittal.

Action Requested

A Consensus of the Committee of the Whole is requested to forward to the Village Board for approval Ordinance (O) 2010-06.26 - Approving an Amendment of Final Planned Unit Development for Lot 2 of Centegra Health Care Campus, 10350 Haligus Road

Exhibits

- Rendering of canopy
- Conceptual layout of parking area
- Draft ordinance

Agenda Item: **Ordinance (O)2010-06.27 – Amendment to Huntley Code of Ordinances – Business Regulations 110.24 – Limitation on Licenses – Adding one Class “D” License – Liquor Control Ordinance**

Department: **Village Manager’s Office**

Introduction

The Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Staff Analysis

Action will be requested of the Liquor Commission at the June 10th Liquor Commission Hearing to amend the Liquor Control Ordinance to make available seven (7) Class “D” licenses instead of six (6) in order to provide for the application from Walgreens #11739, 9950 Route 47. The application has been reviewed by Staff and all is in order for consideration.

The Class “D” license allows for the retail sale in sealed packages. Not for consumption on premises sold. Sampling/tasting events on licensed premises are subject to specific regulations. Listed below are the current licensed establishments with a Class “D” license:

1. Armanetti’s Wine and Liquor
2. Huntley Food and Liquor
3. Jewel Osco / SuperValu
4. Wisted’s Supermarket
5. Walgreens – Princeton Drive
6. Walmart Super Center

Financial Impact

The annual fee received by the Village for a Class “D” License is \$950.00.

Legal Analysis

Section 110.24 of the Village Code of Ordinances limits the number of available licenses in each class. There are no available Class “D” licenses; therefore, if the Liquor Commission elects to issue a license to Walgreens, the Commission must create an additional Class “D” license.

Action Requested

A consensus of the Committee of the Whole to forward to the Liquor Commission Ordinance (O)2010-06.27 – Amendment To Huntley Code of Ordinances Business Regulations 110.24 – Limitation On Licenses – Adding One Class “D” License – Liquor Control Ordinance

Exhibit

- Draft Ordinance

Petition: **Ordinance (O)2010-06.28 – Approval and Issuance of a Class “D”
Liquor License – Walgreens Co., Walgreens #11739, located at
9950 Route 47**

Petitioner: **Walgreens Company**

Department: **Village Manager’s Office**

Introduction

The Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Staff Analysis

The Village is in receipt of an application for a Class “D” liquor license from Walgreens Co. for their store at 9950 Route 47, known as Walgreens #11739 (Walgreens). All documents required have been submitted with the exception of the State Liquor License. This is not uncommon to be waiting on the State’s approval while asking for approval from the local Liquor Commission. The Liquor Commission can approve the Class “D” liquor license with the condition of approval being that Walgreens must provide a certified copy (proof) that they obtained a State Liquor License before the Village’s liquor license becomes effective.

Financial Impact

The annual payment of \$950 has been received and deposited to 01-00-1-4120 / Liquor License revenue line item.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Action Requested

A consensus of the Committee of the Whole to forward to the Liquor Commission the issuance of a Class “D” Liquor License to Walgreens Co., Walgreens #11739; 9950 Route 47 subject to the following conditions:

1. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class “D” Liquor License becomes effective.

Exhibits

- Draft Ordinance

Agenda Item: **Approval of two Payout Requests to Plote Construction, Inc. –
2010 MFT Street Program as follows:**
 a) Payout Request #1 in the amount of \$378,708.77
 **b) Payout Request #1 – Cambridge Drive in the amount of
\$59,258.55**

Department: **Engineering Department**

Introduction

On January 14, 2010 the Village Board accepted and approved the Professional Design Engineering and Construction Observation Services contract with Christopher B. Burke Engineering, Ltd. (CBBEL) for the 2010 MFT Street Program.

On March 18, 2010 the Village Board accepted and approved Resolution (R)2010-03.13 – Execution of the Construction Contract to the lowest responsible bidder, Plote Construction, Inc., for the 2010 Street Improvement Program. Their low bid of \$721,266.95 was 35.8% below the engineer’s estimate of \$1,123,385.00. This favorable bid allowed for the addition of Change Order #1 - Cambridge Drive from Reed Road to Dalton Drive in the amount of \$110,178.75 approved by the Village Board on April 8, 2010.

CBBEL has submitted the first two payout requests under the 2010 MFT Street Program.

Staff Analysis

The base program is approximately 58% complete as of Payout Request #1. Waivers of Lien and payroll certifications have been received.

<u>Pay Request</u>	<u>Completed Work</u>	<u>Retention (10%)</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$420,787.52	\$42,078.75	-0-	\$378,708.77

Change Order #1 – Cambridge Drive is approximately 60% complete as of Payout Request #1. Waivers of Lien and payroll certifications have been received.

<u>Pay Request</u>	<u>Completed Work</u>	<u>Retention (10%)</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$65,843.05	\$6,584.30	-0-	\$59,258.55

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

Legal Analysis

Not required.

Action Requested

A consensus of the Committee of the Whole to forward on to the Village Board for approval payment to Plote Construction, Inc. for the following work completed under the 2010 MFT Street Program:

- a) Payout Request #1 in the amount of \$378,708.77
- b) Payout Request #1 – Cambridge Drive in the amount of \$59,258.55

Exhibits

- CBBEL Pay Estimate #1 dated May 18, 2010
- CBBEL Pay Estimate #1 – Cambridge Drive dated May 18, 2010

Agenda Item: **Ordinance (O)2010-06.29 – Approval to Waive Formal Bid Process, Approval of Additional Road Improvements on Grove Street between Mill Street and the Union Pacific Rail Road Tracks and Award of Bid to Landmark Contractors, Inc. in the Amount of \$32,850.00**

Department: **Engineering Department**

Introduction

The installation of curb and gutter on Grove Street was not included as part of the MFT Street Improvement Program for 2010. Installation of curb and gutter on Grove Street between Mill Street and the north side of the Union Pacific Rail Road (UPRR) Tracks would allow for the continued uniformity of the 2004 MFT project along Myrtle Street and the required curb and gutter installation as part of the Grove Street Development project. The waiver of the public bidding process will allow the work to be performed in conjunction with the 2010 Street Improvement project currently underway. This waiver requires a separate vote of the Village Board as a super majority is required by law.

Staff Analysis

As the work to be completed is outside of the scope of the 2010 Street Improvement Project, Staff received bids from three vendors to saw cut, excavate unsuitable material, place 4” of aggregate and install curb and gutter with back of curb matching existing concrete driveways. Estimates were received as follows:

Landmark Contractors, Inc.	\$32,850.00
Big Time Construction, Inc.	\$39,750.00
Plote Construction, Inc.	\$48,475.00

Financial Impact

Funds for this project will come from Capital Project Line Item #02-10-4-6925. The FY10 Budget includes the budgeted amount of \$1,000,000 (\$350,000 Capital Projects/\$650,000 MFT Funds) for the 2010 Street Improvement Program.

Original Project Amount	\$721,266.95
Engineering	\$121,000.00
Cambridge Drive Change Order	\$110,178.75
Grove Street Additional Improvements	<u>\$ 32,850.00</u>
	\$985,295.57

Legal Analysis

Not required.

Action Requested

A consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2010-06.29 – Approval to Waive Formal Bid Process, Approval of Additional Road Improvements on Grove Street between Mill Street and the Union Pacific Rail Road Tracks and Award of Bid to Landmark Contractors, Inc. in the Amount of \$32,850.00

Exhibit

- Draft Resolution

Agenda Item: **Resolution (R)2010-06.28 – Authorizing a Bid Award and Contract for an Arch Dome Building to Clear Span of Connecticut in the amount of \$81,294.00**

Department: **Public Works Department**

Introduction

As part of the FY2010 Budget, the Village Board approved funding for construction of a 80' x 120' x 38' Arch Dome Building over the existing sludge storage pad at the West Wastewater Treatment Plant. The project was put out for bid in May; Clear Span of Connecticut was the sole bidder.

Staff Analysis

Staff identified the need for a dome cover over the sludge storage pad at the West Plant to keep the sludge dry from rain and snow. The Illinois Environmental Protection Agency (I.E.P.A.) permit for sludge land disposal allows the Village to apply 1,000 dry tons per year. By reducing the amount of moisture in the sludge, the Village can increase the amounts of sludge to land apply. It is anticipated that the arch dome will help reduce odors coming from this area of the plant.

Financial Impact

The bid from Clear Span to construct the arch dome is \$81,294.00. Funds for this purchase will come out of Sewer Equipment Replacement Fund, line item #12-10-4-7735, which has \$100,000.00 budgeted.

Action Requested

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-06.28 – Authorizing a Bid Award and Contract for an Arch Dome Building to Clear Span of Connecticut in the amount of \$81,294.00.

Exhibit

- FY2010 Budget Overview
- Draft Resolution