

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
March 3, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, March 3, 2011 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., 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 Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS:

Sean Smith, 9921 Chetwood Drive, Huntley, thanked the Village Board for posting video of the Board meetings on the Village's website and announced that he is running for the Huntley Fire District Board.

Linda Moore, Grafton Township Supervisor, announced the township's upcoming Electronic Waste Recycling Program to take place on April 9th from 10:00 a.m. to 2:00 p.m.

ITEMS FOR DISCUSSION:

- a) Discussion – February 10, 2011 Village Board and February 17, 2011 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any comments or questions on the February 10, 2011 Village Board or February 17, 2011 Committee of the Whole Meeting 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 10, 2011 Village Board and February 17, 2011 Committee of the Whole Meeting Minutes.

- b) Discussion –March 10, 2011 Bill List in the amount of \$237,478.39

Mayor Sass asked if the Committee had any comments on the Bill List; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the March 10, 2011 Bill List in the amount of \$237,478.39.

- c) Discussion – Village of Huntley Zoning Board of Appeals Member Appointments – Ms. Rhonda Goldman and Ms. Lori Nichols

Mayor Sass reported that the Zoning Board of Appeals (ZBA) currently has two vacancies and recommends for discussion and consideration by the Committee of the Whole, Ms. Rhonda Goldman and Ms. Lori Nichols for appointment.

Ms. Goldman is a resident of Sun City, a graduate of the Huntley Police Academy and has assisted with various parades, bike rodeos and National Night Out programs. Ms. Goldman is retired from an administrative position where she supervised 17 high schools and their special education programs. Ms. Goldman has expressed her interest in serving on the ZBA and the residents of Huntley.

Ms. Nichols is a resident of the Talamore Subdivision and has worked in the commercial insurance field for 20 years. She is currently the Vice President of the Huntley Jaycees, a Huntley Fall Fest Board member since 2008 and Fall Fest Chairperson for 2012. Ms. Nichols has also expressed her interest in becoming a member of the ZBA to serve the residents of the Village of Huntley.

Ms. Goldman spoke about her background and interest in serving the Village and thanked the Board for considering her for the position. Ms. Nichols also gave her background and thanked the Board for considering her for the position.

Mayor Sass asked if the Committee had any questions; there were none. Ms. Goldman and Ms. Nichols will take their oaths at the March 10, 2011 Village Board Meeting.

- d) Discussion – Resolution (R)2011-03.07 - Execution of an Intergovernmental Agreement between Grafton Township and the Village of Huntley for Senior Transportation Service

Mayor Sass reported that the Village is in receipt of a request from Grafton Township to enter into an Intergovernmental Agreement (IGA) to provide transportation for senior citizens in Rutland and Hampshire Townships within the Village of Huntley.

The terms of the IGA are summarized as follows:

1. Grafton Township will provide the transportation service to the senior citizens of Rutland Township and Hampshire 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 10, 2011 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 month 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 slightly from 1,310 in 2009 to 1,373 in 2010. Overall rider activity has decreased from 3,424 in 2009 to 3,337 in 2010 decreasing the overall total ridership revenue from \$4,663.00 in 2009 to \$4,141.00 in 2010. The \$10,000 amount is the same as the 2010 IGA.

Financial Impact

\$10,000 was included in the FY2011 Budget General Fund 01-10-2-6355.

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

Trustee Piwko requested the Monthly Rider Activity Reports be received.

Trustee Fender requested that this agenda item not be put on the Consent Agenda and voted on separately.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-03.07 - Execution of an Intergovernmental Agreement between Grafton Township and the Village of Huntley for Senior Transportation Service.

- e) Discussion – Resolution (R)2011-03.08 – Kreutzer Road West Phase I Additional Work and Phase II Engineering Agreement with Civiltech Engineering, Inc.

Mayor Sass reported that on March 22, 2007 the Village Board approved Resolution (R)2007-03.10 – Kreutzer Road West Phase I Engineering Agreement with Civiltech Engineering, Inc. for the engineering of Kreutzer Road west from Route 47 to the Lions Chase Subdivision. The primary objective of the Phase I Engineering Study was to develop a conceptual improvement plan which provides the desired level of traffic safety and operation, minimizes impacts to adjacent properties and which fulfills all of the requirements for processing and funding of this project by the Village of Huntley, the Illinois Department of Transportation (IDOT) and the Federal Highway Administration (FHWA).

Staff Analysis

The scope of engineering services required to complete the Kreutzer Road Extension Phase I Study has changed due to a revision to the preferred improvement plan that resulted in shifting the right-of-way to the south of the original alignment. On February 10, 2011, the Village Board approved the final plat for Phase II of Regency Square to accommodate the Deer Path Supportive Living Facility. The plat included dedication of right-of-way for Kreutzer Road along the northern property line. Developing this alignment will require additional engineering hours to complete the Phase I studies prior to commencing Phase II Engineering.

Staff is in receipt of an Engineering Agreement from Civiltech Engineering, Inc. for the Kreutzer Road West Phase I Additional Work and Phase II Engineering Agreement with the following scope of services:

Phase I Engineering – Additional Work

The following additional services will need to be performed to complete the Phase I report for the Kreutzer Road extension due to the alternate alignment and the required IDOT improvements at the IL Route 47 and Kreutzer Road intersection:

- 1) Early Coordination and Data Collection
- 2) Crash Analyses
- 3) Alternate Geometric Studies
- 4) Hydraulic Modeling
- 5) Drainage Studies
- 6) Wetland Study
- 7) Highway Noise Analysis
- 8) Draft Environmental Class of Action Determination
- 9) Draft Project Development Report
- 10) Revise Type, Size and Location Drawings for Proposed Structure
- 11) Agency Coordination

Phase II Engineering – Scope of Services

This phase of the project will consist of the preparation of contract plans and specifications to secure competitive bids. These plans and specifications will be prepared in accordance with the approved Project Development Report, IDOT standards and Village standards and will include the following major work items:

- 1) Data Collection, Base Map Preparation and Platting
- 2) Permitting
- 3) Design Reports
- 4) Preliminary Plans, Specs & Estimates (75%)
- 5) Pre-final Plans, Specs & Estimate (95%)
- 6) Final Plans, Specs & Estimate (100%)
- 7) Final Structural Contract Plans and Specifications
- 8) Structural Shop Drawing Review
- 9) QA/QC Review
- 10) Project Coordination and Administration
- 11) Traffic Signals

Civiltech has developed a detailed project schedule which shows a Fall, 2011 IDOT letting with construction beginning in Spring, 2012.

Financial Impact

Funds have been allocated in the FY11 budget Street Improvement Fund in the amount of \$500,000 to fund the project. The proposed agreement from Civiltech is in the amount of \$354,070.00.

Legal Analysis

Staff has reviewed the proposed agreement and all is in order for Village Board consideration. The Village Attorney has reviewed the proposed agreement and has determined that it is in the best interest to enter into said Agreement.

Mayor Sass reported that Mr. Gary Overbay from Civiltech Engineering, Inc. was in attendance to answer questions.

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

Trustee Leopold asked if the area between Princeton and Route 47 will be completed as part of the Route 47 Widening Project; Village Manager Johnson reported that it will be completed as part of the Route 47 project but a portion will also be included in the Kreutzer Road project.

Trustee Fender stated that when Kreutzer Road makes the turn she would like the North-South portion renamed.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-03.08 – Kreutzer Road West Phase I Additional Work and Phase II Engineering Agreement – Civiltech Engineering, Inc.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Trustee Leopold stated that he was happy that the State was coming through with payments of the Shared Revenues.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that Staff is proposing to change the liquor license renewal to a calendar/fiscal year instead of May to April. Mayor Sass asked the Committee if they would support changing the renewal to a calendar year to match the budget and waste hauler license renewals. It was the consensus of the Committee to move forward with changing the Liquor License renewal to a calendar year.

Mayor Sass reported that MDI is no longer under contract to purchase the Rosenwinkle property and noted that the letter will be in the next packet under the Manager’s Report for further information.

Mayor Sass reported that Kane County will be considering a resolution in opposition to the Centegra Hospital project on Tuesday, March 8th. Trustees Leopold and Mercer are planning on attending the meeting to request that the Kane County Board remain neutral.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:16 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Fender

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary