

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
March 19, 2015  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, March 19, 2015 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Charles Sass; Trustees: Ronda Goldman, Charles Huffman, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

**ABSENT:** None

**IN ATTENDANCE:** Village Manager David Johnson, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:**

Donata Schultz, Covington Lakes Subdivision, stated that there is a need in Huntley for low-income housing and noted that some housing have waiting lists. Ms. Schultz stated that she is looking for smaller and affordable housing and asked that the Village Board discuss this in the future.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Approval of the February 26, 2015 Village Board Meeting Minutes

Mayor Sass asked if the Village Board had any comments or changes to the Minutes; there were none.

**A MOTION was made to approve the February 26, 2015 Village Board Meeting Minutes.**

**MOTION:** Trustee Piwko

**SECOND:** Trustee Westberg

**AYES:** Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg

**NAYS:** None

**ABSENT:** None

**The motion carried: 6-0-0**

- b) Approval of the March 19, 2015 Bill List in the Amount of \$1,021,223.53

Mayor Sass reported that \$224,217.09 of the bill list expenditures is from the FY14 and the remaining \$797,006.44 is from the FY15. \$549,578.38 (or 54%) of the expenditures are directly attributed to the payment of development impact fees to other taxing bodies (\$184,441), TIF Sales Tax (\$217,978.58) and the Huntley Grove Business Development Agreement (\$147,158.50).

Mayor Sass asked if the Village Board had any comments or questions regarding the Bill List; there were none.

**A MOTION was made to approve the March 19, 2015 Bill List in the Amount of \$1,021,223.53.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Kanakaris**

**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

- c) Consideration of an Ordinance Authorizing the Village to Enter into a Real Estate Sales Contract and An Agreement with Dean Foods for Property Located at the Southeast Corner of Illinois Route 47 and Main Street and Amending the FY15 Budget

Village Manager David Johnson reported that in accordance with Village Board direction, Staff has negotiated the purchase of the property located at the southeast corner of Rt. 47 and Main Street. The property owner is Dean Foods. The parcel is 16,398 square feet and is located immediately to the west of the Hackett House property owned by the Village.

#### Staff Analysis

In 2009, Dean Foods granted an easement to the Village for the placement of the gateway sign and the lift station that was relocated due to the Route 47 widening project on the northern portion of the property. After purchasing the Hackett House property, the Village Board expressed a desire to access the site from Rt. 47. In order to do so, it is necessary to purchase the property from Dean Foods. Per Village Board direction, Staff has negotiated the following terms with Dean Foods:

- Cash payment of \$70,000
- The Village of Huntley will accept sludge from Dean's Huntley Plant for a period of either a) one year; or b) a maximum of 825,000 gallons at 3.5 cents per gallon, whichever occurs first, for processing at the Village's West Wastewater Treatment Plant (WWTP). This has a value of \$28,875. The purchase cost would consist of cash (\$70,000) and in-kind services (\$28,875), for a total of \$98,875.

Acceptance of the sludge is subject to the following:

Dean's would be required to obtain the necessary IEPA permit and provide required reports and manifests to the IEPA as may be required by the permit;

The daily maximum limit of sludge to be accepted by the Village would be 12,500 gallons per day (this would allow up to two loads per day), with a maximum of 37,500 gallons per week (this would allow up to six loads per week), up to a maximum of 825,000 gallons per year (average 2.6 loads per week or 137.5 loads per year);

If the Village's Wastewater Treatment Plant experiences an upset for any reason, the Village has the right to postpone the acceptance of any additional sludge or if necessary, terminate the contract immediately upon notification. Should termination occur, the Village would be required to make a cash payment to Dean's for the remaining value of the in-kind services.

Financial Impact

While sufficient funds are available in the Downtown TIF Fund, purchase of the property was not budgeted for in the FY15 budget. Therefore, the budget needs to be amended to utilize the Downtown TIF Fund for the purchase of the property.

<u>Line Item</u>	<u>Budget Amount</u>	<u>Increased (Decreased)</u>	<u>Revised Amount</u>
Downtown TIF Fund 16-10-4-7710 (Property Acquisition)	\$0	\$100,000	\$100,000

Legal Analysis

A formal sales contract incorporating the terms outlined above will be prepared for execution.

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

**A MOTION was made to approve an Ordinance Authorizing the Village to Enter into a Real Estate Sales Contract for Property Located at the Southeast Corner of Illinois Route 47 and Main Street and Amending the FY15 Budget.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

- d) Consideration of an Ordinance Approving a Plat of Easement from First Congregational Church of Huntley, 11628 E. Main St.

Village Manager David Johnson reported that the First Congregational Church of Huntley is located at 11628 E. Main Street. To accommodate the relocation and burial of overhead utility lines within the downtown, an easement is required to allow for the location of public utilities, as well as ingress/egress.

Staff Analysis

The plat of easement provides an easement that allows ComEd to install a new underground line, and also grants the Village a public utility easement for the purposes of roadway, drainage, and ingress/egress. The 10’ wide easement is located on the west side of the property adjacent to Church Street, runs south to Main Street, and then east on Main Street across a portion of the frontage of the property.

In consideration for granting the easement, the church has requested the following:

- A water main stub (includes fire hydrant and gate valve) to be provided on Church Street as part of the current underground utility work to accommodate future expansion.
- A storm sewer connection east of Church Street to accommodate future parking lot improvements. The connection would be installed as part of the Downtown Streetscape improvements to be completed this year.

- Replacement of two trees located within or adjacent to the easement.
- Vacation of the ComEd/AT & T Easement that runs north/south along the eastern edge of the original church lot (Village staff has verified with ComEd and AT & T that the easement may be vacated). A plat of vacation is required and has been prepared.
- Waiver of tap-on, building permit and demolition permit fees for future projects that would expand the footprint of the building.

Financial Impact

Estimated cost of tree replacement, water main stub, and storm sewer connection is \$17,500.

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

**A MOTION was made to approve an Ordinance approving a Plat of Easement from First Congregational Church of Huntley.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

- e) Consideration of an Ordinance Approving a Plat of Vacation – First Congregational Church, 11628 E. Main Street

Village Manager David Johnson reported that a 10 foot easement for ComEd and AT&T runs north-south through the First Congregational Church property at 11628 E. Main Street. In granting an easement to the Village to accommodate the burial of overhead utility lines, the church requested that the easement be vacated if no longer required by the utility companies. Staff contacted both ComEd and AT&T regarding the easement and both have agreed that the easement may be vacated.

Staff Analysis

A plat of vacation has been prepared that abrogates and abolishes the easement that was originally recorded in 1958.

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

**A MOTION was made to approve an Ordinance Approving a Plat of Vacation – First Congregational Church, 11628 E. Main Street.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Piwko**

**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

f) Consideration of an Ordinance Approving Plats of Easement / Village Owned Properties

Village Manager David Johnson reported that to accommodate the relocation and burial of overhead utility lines within the downtown, including the location of the new overhead line from Mill Street, an easement is required to allow for the location of public utilities on Village-owned property south of the Main Street retail businesses between Woodstock and Church Street.

Staff Analysis

The 10 foot wide easement allows ComEd to install a new electric line along the southern and eastern boundaries of the Village-owned properties. The plats are for the property acquired over the past two years and a former Village well site parcel.

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

**A MOTION was made to approve an Ordinance Approving Plats of Easement on Village-owned Property.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Piwko**

**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

g) Landscape Plan for the Hackett House, 11879 Main Street

Village Manager David Johnson reported that Bill Ruth of William Ruth Landscaping prepared a landscape plan for the Hackett House property. Staff is seeking Village Board comments on the plan prior to finalizing the design.

Staff Analysis

In regard to the parking lot improvements on the south side of the site, the Village staff will complete the paving of the parking lot area. Key features of the landscape plan include berming and plantings along the east and southeast side of the lot, a brick paver walk from the front door to the Main Street sidewalk (pavers will match the pavers installed at the northwest corner of Rt. 47 and Main Street), cobblestones adjacent to the foundation and several of the curves in the access drive to tie-in with the cobblestone look of the foundation, and a variety of plantings.

Financial Impact

The FY2015 budget includes funding in the Downtown TIF Fund for improvements to the Hackett House.

Village Manager Johnson reported that Mr. Bill Ruth was in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that it was a nice landscape plan and stated that he would like plants on the west side of the building. Mr. Ruth reported that he is looking at coordinating plantings with those at the Gateway sign to the west.

Trustee Kanakaris stated that the landscape plan looks good and asked if the storage shed will remain.

Mayor Sass reported that the shed is on Dean's property.

*It was the consensus of the Village Board to authorize Staff to Proceed with the Landscape Plan for the Hackett House as presented.*

- h) Consideration of an Ordinance Approving the 2015 Village of Huntley Zoning Map Update

Mayor Sass reported that annually, in accordance with the Huntley Zoning Ordinance, the Village is required to formally adopt an updated zoning map. The required notice informing the public of the revised map appeared in the Northwest Herald during the week of March 9, 2015.

Staff Analysis

The following zoning reclassifications and updates are reflected on the proposed map:

- (1) *Weber Stephen Products LLC* – The map has been updated to reflect the annexation and rezoning from “F” Farming in Kane County to “ORI-PUD” Office/Research/Industrial – Planned Unit Development per Ordinance 2014-05.17.
- (2) *11801 Main Street* – The map has been updated to reflect the rezoning from “O-1-PUD” Office – Planned Unit Development to “B-2” Highway Service District per Ordinance 2014-07.28.

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

**A MOTION was made to approve an Ordinance Approving the 2015 Village of Huntley Zoning Map Update.**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Goldman**  
**AYES: Trustees: Goldman, Huffman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: None**  
**The motion carried: 6-0-0**

- i) Authorization to Proceed with the Implementation of the 2015 Special Events

Management Assistant Barbara Read reported that in preparation for the 2015 Farmers Market and other special events sponsored or coordinated by the Village, staff is requesting Village Board approval for the attached list of special events.

Staff Analysis

As part of coordinating the special events, most of the groups will receive a Letter of Understanding from the Village outlining their requirements to proceed such as Certificate of Liability Insurance, signage, clean up and important requirements specifically needed to insure that each event is safe and non-intrusive to the surrounding residents and/or businesses.

Financial Impact

Expenses for the Farmers Market will come from line item 01-10-2-6352; \$5,000 has been budgeted for the 2015 Farmers Market.

Expenses for the other Village sponsored special events will come from line item 01-10-2-6351; \$20,000 has been budgeted for: Green & Clean Huntley Day, Family Fun Day at the Farmers Market, Independence Day Fireworks Show, A Very Merry Huntley and other special events.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold asked what charities the Cop on Top and Tip a Cop events support. Management Assistant Read reported that they support the Special Olympics.

Trustee Goldman asked if there will be an issue with the downtown construction and the Memorial Day Parade and the American Legion Flag Ceremony. Village Manager Johnson reported that Staff met with the Legion as well as other businesses in that area and told them what the Village expects and that Staff will keep in communication with them. Village Manager Johnson reported that it is anticipated that the underground water and sewer improvements will be completed around the time of the parade so Staff will monitor the work and keep in communication with the Legion.

Trustee Westberg asked about the various locations of the Green & Clean Huntley Day. Management Assistant Read reported that the Electronics Recycling, Paper/Document Destruction and Polystyrene Foam #6 will be located in the Municipal Complex Parking Lots and the Spring Cleaning Drop Off will be at the Public Works facility on Donald Drive.

*It was the consensus of the Village Board to authorize staff to proceed with the implementation of the 2015 Village of Huntley Special Events and approval of the non-Village sponsored events.*

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that he and staff attended the APWA awards luncheon where the Village's Kreutzer Road extension project won an award.

Mayor Sass reported that the Village was served litigation papers for the accident that took place a year ago at Route 47 at Kreutzer Road; he noted that all the contractors were served as well. Mayor Sass reported that it did not take place on a Village road.

Mayor Sass reported that the March 26<sup>th</sup> meeting has been cancelled.

**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 7:25 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary