

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
April 2, 2015
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 2, 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, John Piwko and JR Westberg.

ABSENT: Trustee Harry Leopold

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Village Clerk Rita McMahon and Village Attorney Mike Coppedge.

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

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Approval of the March 5, 2015 Committee of the Whole and March 12, 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 March 5, 2015 Committee of the Whole and March 12, 2015 Village Board Meeting Minutes.

MOTION: Trustee Kanakaris

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: Trustee Leopold

The motion carried: 5-0-1

- b) Approval of the April 2, 2015 Bill List in the Amount of \$243,933.63

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 April 2, 2015 Bill List in the Amount of \$243,933.63.

MOTION: Trustee Piwko

SECOND: Trustee Huffman

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

NAYS: None
ABSENT: Trustee Leopold
The motion carried: 5-0-1

- c) Discussion - Conceptual Review of a Proposed Site Plan and Elevations for a ±7,420 square foot multi-tenant building, including a Dunkin Donuts with a Drive-through, on Lot 5 of the Rosati's Resubdivision (Reed's Corner) and Referral into the Formal Development Review Process

Director of Development Services Charles Nordman reviewed a Power Point Presentation and reported that Mr. Suresh Patel is proposing the development of Lot 5 in the Rosati's Resubdivision (Reed's Corner) which is located at the southeast corner of Route 47 and Rainsford Drive. The 1.84 acre lot is zoned B-3 (PUD) Shopping Center Business – Planned Development District. The proposed ±7,420 square foot multi-tenant building and associated site improvements include a ±1,643 square foot Dunkin Donuts restaurant with a drive-through at the northernmost tenant space.

Building Elevations

The conceptual elevations provided for the proposed building include a combination of brick, cultured stone, metal clad accent panels, cement board siding and fabric awnings. An outdoor patio space is proposed adjacent to the Dunkin Donuts restaurant. The dumpster enclosure proposed at the rear of the site will be required to have solid metal gates and be constructed of material(s) that match the exterior of the principal building.

Site Access / Parking

Ingress/egress is provided at the southeast corner of the site from the private access drive which serves the commercial subdivision. Cross-access is also provided to the Outlot to the south at the southwest corner of the site. A one-way drive aisle is proposed along the east and north sides of the building which follows the circulation pattern for the drive-through window and associated vehicle stacking. A two-way drive-aisle is proposed along the west and south portions of the property.

The proposed ±7,420 square foot multi-tenant retail building, including Dunkin Donuts, requires 40 parking spaces. The proposed site plan provides 52 spaces, including three (3) accessible parking spaces.

Landscaping

Landscaping within the 100 foot landscape buffer adjacent to Route 47 was approved and installed as part of the Preliminary PUD for the subdivision. Landscaping was also installed across the Rainsford Drive frontage of Lot 5 as part of the Preliminary PUD. In addition to irrigation within the subject site, adherence to the Commercial Design Guidelines will direct the requisite foundation plantings, parking lot and perimeter landscaping specified with the formal development review for the site.

Signage

The proposed Dunkin Donuts restaurant wall signage include signs on the front (west-facing) and side (north-facing) elevations with a "DD" logo proposed for the awning over the drive-through window. The ground sign for the development must adhere to the Commercial Design Guidelines including a maximum height of six (6') feet and architecture/material matching the proposed multi-tenant building. Details regarding signage including directional and drive-through signs on the site will accompany the formal development application including any requested relief from the requirements.

Lighting

The Preliminary Planned Unit Development for the Rosati's Resubdivision dictates the use of the Utility Granville Series Postlite by Holophane for exterior lighting. The Village's Zoning Code requires parking lot lighting to have an average minimum illumination of two foot-candles and restrict light levels to 0.5 foot-candles at the property lines. Submittal of the lighting fixture cut-sheets and photometric plan meeting the requirements will be provided with the formal application for development of the subject property.

Staff Analysis

Any proposed development within the Rosati's Resubdivision must adhere to the requirements approved for the Preliminary Planned Unit Development for the property and require review and approval by the Plan Commission and Village Board of the following:

1. Final Planned Unit Development Site Plan Review
2. Special Use Permit for a drive-through

Staff Recommendations

Staff has discussed the conceptual site plan and elevations with the petitioner and recommended the following modifications be made to the plans should they proceed with a formal development application:

1. The south building elevation shall be modified to include additional architectural features such as pilasters, faux windows, and/or brick details.
2. The east building elevation (rear) shall be modified to add pilasters and/or additional brick details.
3. Decorative light fixtures should be added to the front building elevation.
4. Consider moving the location of the trash enclosure to the southeast corner of the site.

Director Nordman reported that Suresh Patel was in attendance to answer questions.

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

Trustee Piwko asked if the petitioner was the owner of the existing Dunkin Donuts; Mr. Patel said that he was the owner of Dunkin Donuts. Trustee Piwko stated that he would like the awnings carried out over the doors at the back of the building for a better look and that he was also concerned about the stacking at the drive thru and does not want the cars stacked out of the parking lot onto the street.

Trustee Kanakaris stated that he concurs with Staff's recommendations and that he would also like to see the parking lot moved more to the west so that the drive aisles could be made wider. Trustee Kanakaris asked if the sideyard setback allowed for the project to move the parking lot closer to Rainsford as well which would allow for curb to be added along the drive thru. Trustee Kanakaris suggested that the trash enclosure be located at the northeast corner of the property; he also suggested the pedestrian path be made 10-12 feet wide.

Trustee Westberg stated that he would like a second entrance at the northeast corner of the property and that it be ingress only. Trustee Westberg concurred with the need for wider drive aisles and the relocation of the trash enclosure to the northeast corner of the property. Trustee Westberg asked what businesses are being considered for the other units and noted that if a sit-down restaurant is being considered that he believes the use will exceed the parking availability. Director Nordman agreed that a sit-down restaurant would exceed the parking requirements. Mr. Patel stated that he did not know what the other uses would be at this time.

Trustee Kanakarlis asked if the drive aisle was wide enough for a semi; Mr. Patel stated that he would check.

Mayor Sass stated that he liked the idea of an additional ingress driveway; Village Manager Johnson stated that Staff will work with the petitioner to make sure there are no stacking concerns.

Trustee Huffman stated that he also liked the addition of a second entrance as well as moving the parking lot to the north.

Trustee Piwko stated that the connector stub to the adjacent property will need to be blocked.

Trustee Westberg stated that he would like the ground signs to be wrapped in stone or brick.

Trustee Kanakarlis stated that the patio needs to have a wrought iron fence around it for safety purposes.

Trustee Goldman thanked the petitioner for adding another location at the north end of town.

There were no other comments or questions.

It was the consensus of the Village Board to refer the request from Suresh Patel, as contract purchaser and First Merit Bank, N.A., as Owner to the Plan Commission to begin the formal development review for the proposed development of Lot 5, Rosati's Resubdivision (Reed's Corner).

d) Consideration of a Resolution Approving the Bid Award to Behm Pavement for the Village of Huntley 2015 Crack Sealing Program

Mayor Sass reported that on March 20, 2015 sealed bids were opened and read aloud for the 2015 Crack Sealing Program. The bids were evaluated based on a material cost price per pound with a not-to-exceed cost of \$50,000. Bidders were required to be pre-qualified by the Illinois Department of Transportation (IDOT) and provide a Certificate of Eligibility with their bids. The lowest bidder, Behm Pavement Maintenance, Inc. is pre-qualified and met all the requirements of the bid specifications.

The following bids were received:

Behm Pavement Maintenance, Inc., Crystal Lake	\$1.148/lb
Patriot Pavement Maintenance, Inc., Des Plaines	\$1.27/lb
SKC Construction, Inc., West Dundee	\$1.31/lb

Staff Analysis

The bids have been reviewed by Staff and Staff recommends that the bid for the 2015 Crack Sealing Program be awarded to Behm Pavement Maintenance, Inc. from Crystal Lake.

The streets to be crack sealed are:

- Sun City Boulevard from west of Michigan Avenue (west side of Neighborhood 4) to Countryview Boulevard as shown on the attached exhibit
- Primepointe Court from intersection of Sun City Boulevard and Countryview Boulevard to the west terminus as shown on the attached exhibit
- Del Webb Neighborhoods 31, 33 and 35 as shown on the attached exhibit
- Highlands and Woodcreek area as shown on the attached exhibit

- Kreutzer Road from just east of IL Route 47 to the east Village limit as shown on the attached exhibit

As has been done in previous years, residents in the project area will be notified prior to the start date.

Financial Impact

The Fiscal Year 2015 budget amount for this program is \$50,000. The amount is budgeted for in the Road & Bridge Fund 43-05-4-7501.

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

A MOTION was made to approve a Resolution Approving the Bid Award to Behm Pavement Maintenance, Inc., from Crystal Lake for the Village of Huntley 2015 Crack Sealing Program with a not-to-exceed cost of \$50,000.

- MOTION: Trustee Piwko**
- SECOND: Trustee Westberg**
- AYES: Trustees: Goldman, Huffman, Kanakaris, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Leopold**
- The motion carried: 5-0-1**

- e) Consideration of a Resolution Approving the Bid Award to Elmund & Nelson, Co. for the Downtown Dry Utilities Replacement Project

Village Manager David Johnson reported that on March 23, 2015 the Village received three (3) sealed bids for the Downtown Dry Utilities Replacement project. The bids were opened, read aloud and Elmund & Nelson, Co. of Elgin was the low bidder. The project scope includes upgrading the electrical and communication service utility lines to a number of buildings in the downtown area. These utilities include ComEd, Comcast and AT&T wiring that serves each building. The overhead utility lines will be replaced with new conduit and wire services placed underground along with associated improvements. The project limits are generally described as Main Street and Coral Street from Dwyer Street to Church Street; Woodstock Street and Church Street from the alley south of Main Street to Coral Street. An overhead electric service is planned from Mill Street in an easement along the west property line of the Catty property to then route through the Village property to the alley.

The bid results are summarized as follows:

Elmund & Nelson, Co.	\$529,510.00
Utility Dynamics	\$746,821.00
Associated Electrical Contractors	\$870,333.40
<i>Engineer's Estimate</i>	<i>\$562,000.00</i>

Staff Analysis

The bids have been reviewed and evaluated by Staff and Christopher B. Burke Engineering, LTD (CBBEL). CBBEL and Staff recommend that the bid for the Downtown Dry Utilities Replacement project be awarded to the lowest responsible bidder, Elmund & Nelson, Co. in the amount of \$529,510.00.

Financial Impact

The Fiscal Year 2015 budget includes \$4,000,000 for Streetscape Improvements project(s) in the 04.02.15 VB Minutes

Downtown TIF Fund 16-10-4-7712.

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

A MOTION was made to approve a Resolution Approving the Bid Award to Elmund & Nelson, Co. of Elgin, IL for the Downtown Dry Utilities Replacement project in the amount of \$529,510.00.

MOTION: Trustee Kanakaris

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: Trustee Leopold

The motion carried: 5-0-1

f) Consideration of the Appointment of Mr. Joseph Hansen to the Huntley Cemetery Board

Mayor Sass reported that he was proposing the appointment of Mr. Joseph Hansen to the Cemetery Board. Mr. Hansen is a retired resident which will allow him to be available to meet with families in need to purchase a cemetery plot during the day if necessary at the cemetery property. Mr. Hansen has submitted the following letter of interest:

I'm interested in the open position on the Village of Huntley's Cemetery Board. My wife and I have been residents of Huntley (Sun City) since June 2002, after retiring from Degussa Chemical after 36 1/2 years as a Purchasing Agent/Manager. My wife retired from Brunswick Corp after 33 years working in their corporate accounting department. Before moving to Huntley, we were residents of Morton Grove, IL for 30 years.

It was the consensus of the Village Board to approve the appointment of Mr. Joseph Hansen to the Huntley Cemetery Board.

Village Clerk Rita McMahon administered the Oath of Office to Joseph Hansen.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT:

Mayor Sass read the following proclamation:

Hospice Volunteer Week
PROCLAMATION

WHEREAS, hospice empowers people to live as fully as possible, surrounded and supported by family, loved ones and volunteers, despite serious and life-limiting illness;

WHEREAS, hospice brings patients and family caregivers the highest quality care delivered by an interdisciplinary team of skilled professionals that includes community volunteers and others who make the wishes of each patient and family a priority;

WHEREAS, through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully and make more meaningful moments

until the end, surrounded and supported by the faces of loved ones, friends, and committed community volunteers;

WHEREAS, each year, hospice saves Medicare more than \$2 billion by providing solutions for physicians, care to patients and comfort to families anywhere, at any time.

WHEREAS, every year more than 1.5 million Americans living with life-limiting illness, and their families, received care from the nation's hospice programs and volunteers in the communities where we live and work;

WHEREAS, more than 400,000 trained volunteers contribute 19 million hours of service to hospice programs annually;

WHEREAS, hospice and palliative care providers encourage all people to learn more about options of care and to share their wishes with family, loved ones, volunteers and their healthcare professionals;

NOW, THEREFORE, be it resolved that I, Charles H. Sass, Village President, on behalf of the entire Board of Trustees and our residents, do hereby proclaim April 12 to 18, 2015 as Hospice Volunteer Week and encourage citizens to increase their understanding and awareness of care at the end of life and to observe this week with appropriate activities, programs and volunteering.

Mayor Sass invited Mr. Joe Agnello, Volunteer Coordinator for Transition Hospice to come forward and accept the proclamation.

Mayor Sass reported that the April 9th Village Board 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 7:31 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary