

**VILLAGE OF HUNTLEY**  
**VILLAGE BOARD MEETING**  
**October 22, 2015**  
**MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, October 22, 2015 at 6:30 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft (arrived at 6:33pm), Niko Kanakaris, Harry Leopold (arrived at 6:37pm), John Piwko and JR Westberg.

**ABSENT:** None

**IN ATTENDANCE:** Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Finance Jennifer Chernak, Director of Development Services Charles Nordman, Village Engineer Timothy Farrell, Director of Public Works Jim Schwartz, Police Chief Robert Porter and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:** None

**CONSENT AGENDA:**

(All items listed under Consent Agenda have been discussed at the Committee of the Whole and may be approved/accepted by one motion. The Village Clerk will number all Ordinances and Resolutions in order, following approval)

- a) Approval of, September 10, 2015 Liquor Commission, September 10, 2015 Village Board, September 17, 2015 Committee of the Whole and September 24, 2015 Village Board Meeting Minutes
- b) Approval of the October 22, 2015 Bill List in the Amount of \$1,958,311.68
- c) Referral of a Proposed Site Plan and Building Elevations for Hiwin Corporation, 12455 Jim Dhamer Drive, to the Plan Commission to begin the Formal Development Review Process
- d) Referral of a Proposed Site Plan and Building Elevations for a Burger King on Outlot 9 of Huntley Grove to the Plan Commission to begin the Formal Development Review Process
- e) Approval of Payout Request No. 1 to Plote Construction, Inc. for the 2015 MFT Street Program in the amount of \$654,180.61
- f) Approvals to Alliance Contractors, Inc. for the Downtown Streetscape Improvements:
  - i. Approval of Payout Request No. 2 in the amount of \$422,339.65

- ii. Approval of Change Order No. 1 resulting in a contract decrease amount of \$55,804.54 and a contract completion extension of 35 calendar days to November 14, 2015
- g) Approval of Payout Request No. 3 in the amount of \$204,878.66 to Elmund & Nelson, Co. for Downtown Dry Utility Replacement Plan

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

**A MOTION was made to approve the Consent Agenda.**

**MOTION:** Trustee Piwko  
**SECOND:** Trustee Kanakaris  
**AYES:** Trustees: Goldman, Kanakaris, Piwko and Westberg  
**NAYS:** None  
**ABSENT:** Trustees: Hoeft and Leopold  
**The motion carried: 4-0-2**

**ITEMS REMOVED FROM THE CONSENT AGENDA:**

- a) Approval of the August 14, 2015 Village Board Workshop Minutes

Mayor Sass reported that these Minutes were removed from the Consent Agenda because Trustee Hoeft was absent. Mayor Sass asked if the Board had any comments or changes; there were none.

**A MOTION was made to approve the August 14, 2015 Village Board Workshop Minutes.**

**MOTION:** Trustee Goldman  
**SECOND:** Trustee Westberg  
**AYES:** Trustees: Goldman, Kanakaris, Piwko and Westberg  
**NAYS:** None  
**ABSENT:** Trustees: Hoeft and Leopold  
**The motion carried: 4-0-2**

- b) Approval of the October 1, 2015 Committee of the Whole Meeting Minutes

Mayor Sass reported that these Minutes were removed from the Consent Agenda because Trustee Leopold was absent. Mayor Sass asked if the Board had any comments or changes; there were none.

**A MOTION was made to approve the October 1, 2015 Committee of the Whole Meeting Minutes.**

**MOTION:** Trustee Westberg  
**SECOND:** Trustee Goldman  
**AYES:** Trustees: Goldman, Kanakaris, Piwko and Westberg  
**NAYS:** None  
**ABSENT:** Trustees: Hoeft and Leopold  
**The motion carried: 4-0-2**

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Approval of a Resolution Approving a Temporary Use Permit for an American Flag Display and a Veteran's Day Event / Culver's of Huntley

Mayor Sass reported that the Village has been contacted by Culver's of Huntley located at 12950 Route 47 to host a Veteran's Day Event and American Flag Display.

Staff Analysis

Culver's would like to display approximately 100 American Flags representing fallen American heroes from October 31<sup>st</sup> through November 12<sup>th</sup> in the small grassy areas along their property on Powers Road and along the private road to the east.

On Sunday, November 8<sup>th</sup> local Veterans are invited to meet at Deicke Park at 1:00 p.m. and participate in a motorcade leaving the park at 1:45 p.m. and traveling south on Route 47 to Culver's for the presentation.

Culver's is requesting assistance from the Police Department again in 2015 with the motorcade portion of the event and possibly borrowing barricades for use in their parking lot on November 8<sup>th</sup>.

Mayor Sass reported that Richard Myers from Culver's was in attendance to answer questions.

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

Trustee Westberg asked how far back from the intersections the flags would be located as he was concerned about the line of site for drivers. Mr. Myers stated that he was not sure of the exact distance but will make sure that the line of site is not blocked.

There were no other comments or questions.

**A motion was made to approve a Resolution to Issue a Temporary Use Permit for an American Flag Display from October 31, 2015 through November 12, 2015 and a Veteran's Day Ceremony on November 8, 2015 at Culver's of Huntley located at 12950 Route 47.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

**AYES: Trustees: Goldman, Hoeft, Kanakaris, Piwko and Westberg**

**NAYS: None**

**ABSENT: Trustee: Leopold**

**The motion carried: 5-0-1**

Trustee Westberg stepped out of the Board Room.

- h) Approval of Parkside Pub TTF Event Site Plan for November 25, 2015

Village Manager David Johnson reported that the Liquor Commission approved the liquor license renewal for Parkside Pub on December 18, 2014. Due to the construction activity in the Downtown in 2015, the Turkey Testicle Festival (TTF) event to be held on Wednesday, November 25, 2015, requires final approval from the Village Board. Per the terms of the purchase agreement entered into between the Village and the owner of the property, the annual event is allowed subject to Parkside Pub providing a certificate of insurance naming the Village as an additional insured with a minimum liability limit of

\$2,000,000. In addition Parkside is required to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims asserted against it as a result of use of the Village's property.

Staff Analysis

Village Manager Johnson reported that originally the tent size was 100' x 100' but it has changed to be a 100' x 120' heated tent will be set-up in the new parking area behind the Main Street alley starting on Sunday, November 22<sup>nd</sup>, with removal on Friday, November 27<sup>th</sup>. Perimeter fencing 6' in height will be utilized to control access. The primary entrance is off of Main Street and the exit will be at the west side alley behind the building. The portion of the alley between Parkside and the properties to the east will not be accessible during the event. The parking lot access between Morkes Chocolates and Parkside will remain open to traffic accessing the municipal parking lot. Signs stating "No TTF Parking" will be located at the entrances to the municipal lot. In addition, all on-street parking on Main Street, Coral Street, Church Street, Woodstock Street, Hackett House and the parking lot at the Old Village Hall/Chamber Offices will be posted "No TTF" parking.

Village Manager Johnson reported that Parkside Pub owner Jeff Lovell was in attendance to answer questions.

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

Trustee Piwko asked which direction the 20 additional feet of tent are located; Mr. Lovell reported that it is increased to the east and the new tent size will lessen the amount of holes needed in the parking lot.

Trustee Hoeft asked if there was any other way to anchor the tent without drilling holes in the new parking lot. Mr. Lovell stated that the tent company needs to drill holes to make the tent more secure and safer. Mr. Lovell stated that after the event, they will fill the holes with sand and install an asphalt plug.

Mayor Sass suggested that if the same size tent is used each year then permanent anchors with covers should be set in the parking.

Trustee Kanakaris asked if the new light poles will be in the way of the tent; Village Manager Johnson reported that Staff took that into consideration.

Trustee Hoeft stated that the Village needs to look into permanent anchor holes in the future.

There were no other comments or questions.

**A motion was made to approve the Parkside Pub TTF Event on November 25, 2015.**

**MOTION: Trustee Goldman**

**SECOND: Trustee Kanakaris**

**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold and Piwko**

**NAYS: None**

**ABSENT: Trustee Westberg**

**The motion carried: 5-0-1**

Trustee Westberg re-entered the Board Room.

## **FISCAL YEAR 2016 BUDGET WORKSHOP NO. 2:**

- a) Review of On-Going Services and Programs, Major Capital Revenue Sources, and Preliminary Capital Requests from Department

Village Manager David Johnson and Staff reviewed a Power Point presentation which covered the On-Going Services and Programs, Major Capital Revenue Sources, and Preliminary Capital Requests from Department

During the presentations the Village Board made comments or asked the following questions:

Trustee Piwko asked if any residents took advantage of the 50/50 Sidewalk Replacement Program; Village Manager Johnson reported that no one participated in the program in 2015.

Trustee Westberg asked if part of the increase in Special Events budget will go toward the expansion of Green & Clean Huntley Day as it is so well received; Village Manager Johnson stated that it would.

During discussions regarding Capital Expenditures, Mayor Sass asked the Village Board if they wanted to donate funds to the Veterans Memorial and, if so, the amount. Mayor Sass asked Ms. Dawn Ellison, Chairperson of the Huntley Area Veterans Foundation, to step to the podium to answer questions.

Mayor Sass asked Ms. Ellison the amount of funds collected to date. Ms. Ellison stated \$43,000 had been collected. Mayor Sass asked if that amount was enough for the Foundation to order the granite; Ms. Ellison stated that they were waiting to order the granite until they had more funding. Ms. Ellison stated that their plans are to order the granite soon so that they may hold a ground breaking ceremony on Memorial Day and anticipate the Ribbon Cutting Ceremony on September 11<sup>th</sup>.

Trustee Leopold asked why the plans include a section for the Merchant Marines; Ms. Ellison stated that the plans have changed and instead of the Merchant Marines there will be a section for the National Guard. Trustee Leopold suggested that they consolidate as many memorials and have fewer sections.

Trustee Hoeft asked what the Foundation expected the total cost of the project to be; Ms. Ellison stated \$100,000.

Trustee Westberg asked if the Foundation had approached Legion Post 673 for assistance. Ms. Ellison stated that the Legion has donated \$5,000 and the Legion Auxiliary has donated \$5,000. Trustee Westberg suggested that the Village pay for the flag poles; Ms. Ellison stated that the Foundation had already received donations for two (2) flag poles.

Mayor Sass suggested that the Village make a commitment of \$30,000 - \$50,000 and asked the Board for a set number.

*It was the consensus of the Village Board to set aside \$45,000 in the FY16 Budget for the Veterans Memorial in the Town Square.*

Trustee Westberg asked what the purpose for the Website Redesign request; Village Manager Johnson reported that it would keep the Village's website fresh and would also include a redesign of the Huntley First website.

Trustee Leopold asked if the request for the Historical Buildings Survey was for educational purposes only. Mayor Sass asked if this survey was the same as the one prepared by Staff previously and commented that the cost seemed high for the number of properties. Director Nordman stated that the Historical Buildings Survey would expand on the existing survey and would target specific properties. Trustee Leopold stated that he objected to the high cost; Trustee Goldman agreed and asked that the request be brought back before the Board with more detail. Trustee Westberg agreed.

Chief Porter reviewed the Public Safety Answering Point (PSAP) Consolidation which the requirement is due to the approval of Public Act 099-0006 which states that “In any county with a population of at least 250,000 that has a single Emergency Telephone System Board (ETSB), or qualified governmental entity and more than 2 PSAPs, shall reduce the number of PSAPs by at least 50% or to 2 PSAPs, whichever is greater.” Six PSAP’s currently operate in McHenry County; this legislation would reduce the number to three by July 1, 2017. The Village is presently served by the PSAP in Lake in the Hills at an annual cost of approximately \$150,000.

Trustee Leopold stated that by needing to consolidate the Village will have to spend more. Trustee Westberg asked what the Village might expect to pay Lake in the Hills PSAP for 2016; Chief Porter stated that the Village will see an increase. Trustee Westberg asked when the Village’s will have to be compliant with the consolidation; Chief Porter stated July 2017.

In discussions regarding the Main Street LED Streetlight Retrofit, Trustee Leopold noted the study done regarding LED Lighting on Kreuzer Road which indicated that it was not cost effective. Village Manager Johnson reported that new LED lighting was specified in the Downtown plans and that this retrofit installation would make the new and existing look the same. Director of Public Works Schwartz reported that this change to LED is part of a green initiative and stated that samples of the new lighting have been installed at the corner of Main Street and Bakley Street.

During the discussion of Rehabbing Vehicles 1860 and 1663 the Mayor stated that he is in favor of this approach and suggested that staff look into rehabbing some of the Police vehicles.

**SPECIAL PRESENTATION:**

- a) Recognition – Village Attorney Michael E. Coppedge

Mayor Sass presented Village Attorney Michael Coppedge with a gift from the Village thanked him for his service as Village Attorney and congratulated him to his appointment as Associate Judge. Mayor Sass presented Attorney Coppedge with the following certificate:

The Huntley Board of Trustees is honored to recognize Mr. Michael Coppedge for his time as Village Attorney. Attorney Coppedge has served the Community, its residents, and businesses with dignity, dedication and unwavering commitment. The Village Board extends their heartfelt thanks and appreciation for your contributions to our fine community. Thank you for your hard work and dedication.

Attorney Coppedge thanked the Board of Trustees and Staff and acknowledged his experiences with the Village of Huntley.

**VILLAGE ATTORNEY’S REPORT:**      None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:** None

**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 7:29 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

Respectfully submitted,

Barbara Read  
Recording Secretary