

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
December 2, 2010  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 2, 2010 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, Director of Finance Jennifer Chernak and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:**

Mr. Paul Spiller asked if the Village will be backflow certified prior to doing the backflow inspections. Mr. Spiller had additional questions but said he would meet with Village Manager David Johnson.

There were no other public comments.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) November 4, 2010 Village Board, November 18, 2010 Liquor Commission and November 18, 2010 Village Board Meeting Minutes

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

**A MOTION was made to approve the November 4, 2010 Village Board Meeting Minutes.**

**MOTION:** Trustee Leopold  
**SECOND:** Trustee Mercer  
**AYES:** Trustees Fender, Kadakia, Leopold, Mercer and Piwko  
**NAYS:** None  
**ABSENT:** None  
**ABSTAIN:** Trustee Kanakaris  
**The motion carried: 5-0-0-1**

**A MOTION was made to approve the November 18, 2010 Liquor Commission and November 18,**

**2010 Village Board Meeting Minutes.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Mercer**  
**AYES: Trustees Fender, Kadakia, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: None**  
**ABSTAIN: Trustee Kanakaris**  
**The motion carried: 5-0-0-1**

b) Approval of the December 2, 2010 Bill List in the Amount of \$371,648.44

Mayor Sass reported that \$215,377.46 (58%) of the Bill List is for payment of the Arch Building at the West Plant and payment to Graef for Engineering Services for Route 47/I-90 Phase II.

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

**A MOTION was made to approve the December 2, 2010 Bill List in the Amount of \$371,648.44.**

**MOTION: Trustee Kadakia**  
**SECOND: Trustee Fender**  
**AYES: Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: None**  
**The motion carried 6-0-0**

c) Ordinance (O)2010-12.59 - Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – James and Joan Doll, 11660 Wembley Drive

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that the petitioners are requesting relief from Village Zoning Ordinance No. 97-07-24-01, (Annexation Agreement for Del Webb’s Sun City) which stipulates Site Standards for *Multi-Family Lots* which includes a 20-foot rear yard setback requirement.

The petitioners are requesting 10.00 feet in relief from the 20-foot rear yard setback requirement within the “MF-2-PDD” – Multi-Family – Planned Development District zoned property. The request would accommodate an 11’x 11’-4” three-season room addition on the rear (east side) of the residence.

The proposed addition will back-up to Hemmer Road, approximately 50 feet from the rear of the residence. The addition’s proximity to the roadway, limited effect on the neighboring residences and relatively shallow depth (21.37 feet) of the rear yard are all cited by the petitioners as reasons for requesting the relief.

The Sun City Community Association Modifications Committee denied the petitioner’s project request on October 6, 2010. On October 28, 2010, the Sun City Community Association’s Board of Directors approved the petitioner’s appeal of the Modifications Committee decision.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals conducted a public hearing on November 17, 2010 to review the petition.

Having fully heard and considered testimony, the ZBA recommended approval of the petitioners' request by a vote of 4 to 0 subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Ms. Armour reported that the petitioners, James and Joan Doll were in attendance to answer questions.

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

Trustee Fender asked since this was multi-family zoning were the neighbors notified of the petition. Ms. Armour concurred and stated that they were required to give the same notification as single-family zoning requests.

There were no other comments or questions.

**A MOTION was made to approve Ordinance (O)2010-12.59 - Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – James and Joan Doll at 11660 Wembley Drive**

**MOTION: Trustee Kanakaris**  
**SECOND: Trustee Leopold**  
**AYES: Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: None**  
**The motion carried 6-0-0**

- d) Ordinance (O)2010-12.60 - Acceptance of Public Improvements – Del Webb's Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II; and Reduction in Bond Safeguard Insurance Company Bond No. 5032352 from its current value of \$3,241,154.54 to a new value of \$1,165,766.28 *with the added condition that the full bond amount for Neighborhood 37 will be released upon the completion of all approved requirements of the N37 Plat*

Village Manager David Johnson reviewed a Power Point Presentation and reported that the Village Board routinely accepts subdivision public improvements for ownership and maintenance in accordance with Section 155.069 of the Subdivision Regulations once the improvements have been successfully constructed and inspected.

Del Webb Communities of Illinois, Inc. has requested Village Board acceptance of Del Webb's Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II and Reduction in Bond Safeguard Insurance Company Bond No. 5032352.

#### Staff Analysis

The public improvements for each of these units have been completed and inspected and are recommended by the Village Engineer for acceptance and ownership by the Village. One exception is the

repairs to the culvert on Sun City Boulevard which will be completed in the Spring, 2011. The Village will retain a financial security in the amount of 10% of the value of the public improvements for a 12-month period to cover any defects in workmanship or materials.

The current Bond No. 5032352 has a value of \$3,241,154.54. A spreadsheet was included in the Village Board Packet indicating the proposed reduction to a value of \$1,165,766.28.

Financial Impact

The value of the public improvements for each unit will be added to the Village's asset inventory.

Village Manager Johnson reported that Mr. Bernie Pallardy from Del Webb was in attendance to answer questions.

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

**A MOTION was made to Ordinance (O)2010-12.60 - Acceptance of Public Improvements – Del Webb's Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II; and Reduction in Bond Safeguard Insurance Company Bond No. 5032352 from its current value of \$3,241,154.54 to a new value of \$1,165,766.28 with the added condition that the full bond amount for Neighborhood 37 will be released upon the completion of all approved requirements of the N37 Plat**

- MOTION: Trustee Leopold**
- SECOND: Trustee Kadakia**
- AYES: Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko**
- NAYS: None**
- ABSENT: None**
- The motion carried 6-0-0**

- e) Dismantling and Salvaging of the Marlowe Feed Building, 11011 Route 47 – Informational Purposes Only

Village Manager David Johnson reviewed a Power Point Presentation and reported that Renewable Resources, LLC has provided a letter to the Village, on behalf of the property owner, indicating their intent to submit a demolition permit to dismantle and salvage the Marlowe Feed building. Renewable Resources has stated the dismantling of the building will take approximately 3 to 4 months and the materials salvaged from the building will be reused in flooring, furniture, countertops and other items. The concrete that was the base of the former grain bins and the remaining grain storage bin will also be removed; however, the metal storage building (approximately 40 ft. by 100 ft.), single-family residence and detached garage will remain.

Staff Analysis

The dismantling of the building requires a demolition permit from the Development Services Department prior to the start of any work. Renewable Resources must meet all permit submittal requirements before a permit will be issued.

Village Manager Johnson reported that Staff and the demolition contractor met with Tom Conley from the Historic Commission and reported that Mr. Conley is not happy about the dismantling but understands the owner's rights.

## Legal Analysis

The Village Attorney has reviewed the Municipal Code and has advised Staff that if the contractor meets all ordinance and permit requirements the Village has no legal recourse to stop the demolition permit from being issued.

Village Manager Johnson stated that no action is required by the Village Board. This information is being provided to the Village Board for advisory purposes only.

Village Manager Johnson reported that Mr. Elmer West from Renewable Resources was in attendance to answer questions.

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

Trustee Fender said that she was very sad that the building was coming down and would like to salvage some of the wood as a keepsake for the Village. Village Manager Johnson said that Staff would work with the contractor to do so. Trustee Fender asked about the removal of the house on the property. Village Manager Johnson reported that the house will probably be removed when the property is redeveloped. Trustee Fender asked about the condition of the lot after the building is removed. Mr. West stated that the basement will be filled in with dirt and seeded and the rest of the lot will be cleaned.

Trustee Leopold asked if the metal shed in the back of the property produced income; Mr. West reported that it is used for storage.

Trustee Kadakia stated that the building is a landmark and should have been protected and that it was sad that it's being removed.

There were no other comments or questions.

***This agenda item required no action and was for informational purposes only.***

- f) Resolution (R)2010-12.49 - Renewal Modification of Backflow Solutions, Inc Professional Services Contract for Maintenance of Cross Connection Control Program

Village Manager David Johnson reviewed a Power Point Presentation and reported that it is a recommendation of Staff that the Village Board approve modifying BSI's current contract program and entering into an on-line subscription program.

As an overview, Village Manager Johnson outlined the following:

- The Village's Cross-Connection Control Program is currently administered by Backflow Solutions, Inc. (BSI) at an annual cost of \$80,000
- 2011 is the last year of a 5-year contract with BSI
- The cost of the program is paid for through a fee collected from each user of the water system through the utility billing process
- Residential customers pay \$0.74 bi-monthly, and commercial customers pay \$15.30 bi-monthly
- Staff is proposing the Village Board approve a modification to the contract and enter into an on-line program with BSI for the final year of the contract
- The annual cost to the Village for this program is \$495.00
- BSI will collect a \$9.95 fee per each device tested (approximately 3,000 devices x \$9.95 = \$29,850 to BSI), with this fee paid by the Certified Cross Connection Control Device Inspector (CCCDI) completing the certification

- Test results will be submitted to BSI electronically by the CCCDI
- Village staff will conduct bi-annual surveys of existing customers and document inspections of devices installed with new construction
- Village staff will provide cross connection awareness information annually to water customers
- As an enhancement to customer service, beginning in 2011 residents will have the option of scheduling the Village's Plumbing Inspector to test/inspect their single-family residential or townhome backflow prevention devices
- The proposed inspection fee is \$45.00 for one device and \$60.00 for two devices (fire and irrigation)
- The Village would be required to enter test results on-line just as any other CCCDI; the \$9.95 fee would be paid by the Village and would be covered by the inspection fee

Financial Impact

Current BSI Cross-Connection program cost \$80,000 per year to administer. The new on-line subscription program will cost the Village \$495 per year and will cost certified cross connection testers \$9.95 per device tested.

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

Trustee Kadakia asked if the Village had a yearly contract with BSI; Village Manager Johnson reported that this request is an amendment to a 5-year contract and that in 2011 the Village will explore bringing the entire program in-house in the future. Trustee Kadakia asked the number of homes are affected by backflow inspections; Village Manager Johnson reported that there are approximately 3,100 yearly inspections but the Village assumes that most of the residents will stay with their current contractor and this is being offered as a way to provide more options to the residents.

Trustee Leopold confirmed that using the Village to do the backflow inspection is optional to the residents and residents are not required to change their service; Village Manager Johnson agreed. Trustee Leopold stated that he knows some residents are being overcharged and reiterated that this would give them alternatives; Village Manager Johnson concurred.

There were no other comments or questions.

**A MOTION was made to approve Resolution (R)2010-12.49 - Renewal Modification of Backflow Solutions, Inc. Professional Services Contract for Maintenance of Cross Connection Control Program for a duration of one-year (fifth year of five-year contract).**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Fender**  
**AYES: Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: None**  
**The motion carried 6-0-0**

g) Refinancing of the Public Works Buildings Installment Contract

Village Manager David Johnson reported that on April 25, 2000 the Village of Huntley entered into an agreement authorizing issuance of Installment Contract Certificates Series 2000 in the amount of \$1,925,000 to secure the purchase of the former Filtertek building located at 11000 Bakley Street. The

current interest rate is 5.85% with a call date in the agreement of December 1, 2010 or thereafter.

#### Staff Analysis

Staff has been in contact with two interested parties; JP Morgan Chase and American Community Bank regarding the refinancing of the debt. After further analysis, JP Morgan Chase did not submit a written proposal as the rate offer would not afford any significant savings to the Village.

#### Financial Impact

The remaining principal balance on the current loan after the December 1, 2010 payment is \$750,000. The proposed debt restructure will realize a savings of over \$12,000 annually or \$60,000 until maturity in 2015, which is the original maturity date on the issue. The new loan rate is proposed at 3.6% and will be secured by a Village-owned Certificate of Deposit earning a rate of 2.10% with American Community Bank. This produces a net borrowing rate of 1.5%.

#### Legal Analysis

Village Auditors and the Village Attorney have reviewed and approve the transaction.

Village Manager Johnson reported that Director of Finance and Human Resources Jennifer Chernak was in attendance to answer questions.

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

Trustee Leopold commended staff for saving this money.

There were no other comments or questions.

***It was the consensus of the Village Board to authorize Staff to call Installment Contract Certificates, Series 2000 bonds at 5.85% and to execute the refinancing proposal as presented by American Community Bank at a net rate of 1.5% for the remaining life of the loan.***

#### h) Five-Year Capital Improvement Program Review

Village Manager David Johnson reviewed a Power Point Presentation and reported that annually the Village reviews its comprehensive Five Year Capital Improvement Program (CIP). The primary purpose for adopting a CIP is to identify major capital projects, and just as importantly, the available revenue sources to complete the improvements.

#### Staff Analysis

Capital improvements are defined as any major project improvement requiring the expenditure of public funds for the construction, reconstruction or replacement of physical assets.

Capital improvement planning is an important part of the Village's long-range financial planning process. The Village Board reviews the Village's Five-Year Capital Improvement Program (CIP) annually as a part of the budget process. The CIP establishes the Village's capital spending priorities for a rolling five year time period.

Another significant part of the CIP review is to analyze available revenue sources. As stated in the

FY2011 Budget Transmittal Letter, the Village has limited revenue sources and money saved through operational efficiencies is redirected to the Village's capital program to further benefit the community.

The Village has used "one-time" development related revenue sources for Capital projects and purchases. This philosophy has resulted in millions of dollars spent on important high profile projects over the last five years; however, the lack of revenue for future capital projects remains a concern.

The "one-time" revenue transfer history for the last four fiscal years and the estimated transfer for 2010 are below:

<u>Fiscal Year Ending</u>	<u>Revenue Transfer for Capital Projects</u>	<u>Increase / Decrease (from previous year)</u>
2006	\$2,603,283	
2007	\$2,479,576	-5%
2008	\$ 288,720	-88%
2009	\$ 329,575	+12%
2010 Estimate *	\$ 701,965	+100%

*\* This estimate is contingent on the Village receiving the \$763,802.21 currently owed by the State of Illinois*

Current revenue sources for the CIP are included. The revenue sources presented in this document are all of the major revenue sources available without either increasing or adding additional taxes (property, sales, utility and gas) or other fees.

Additionally, the Village will remain aggressive in submitting grant applications, applying for road improvement dollars through the Council of Mayors and lobbying at the State level for Village projects.

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

Trustee Leopold asked if the \$250,000 for the water tower was just to paint the outside; Village Manager Johnson stated yes. Trustee Fender asked if there would be a conflict with the building of the Auto Tech; Village Manager Johnson said there would be no conflict.

There were no other comments or questions.

***Village Board action was not required on this agenda item as it is reviewed as part of the FY11 Budget Process.***

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Leopold asked if the crosswalk at Sun City Boulevard would be striped; Village Manager Johnson reported that it was part of next year's budget.

Trustee Piwko asked what the life span was of the beet juice mixture as pre-treatment for snow; Village Manager Johnson reported it was 24-48 hours.

**VILLAGE PRESIDENT’S REPORT:**

Mayor Sass reported that there would be no Budget Workshop next week and the FY11 Budget will be on the December 9<sup>th</sup> Agenda for consideration.

Mayor Sass reported that the updated levy information will be presented to the Board at the December 9<sup>th</sup> meeting. Based on information received this week it appears that the base levy in Grafton Township will be reduced by \$50 million.

Mayor Sass reported that the Christmas on the Square Celebration is on December 4<sup>th</sup> beginning at Noon with Santa arriving on a fire truck at 4:30 p.m.

**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 7:38 p.m.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Leopold**

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

Respectfully submitted,

Barbara Read  
Recording Secretary