

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
December 4, 2014  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 4, 2014 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, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the November 13, 2014 and November 20, 2014 Village Board Meeting Minutes

Mayor Sass reported that Trustee Kanakaris was absent from the November 20, 2014 meeting so the Minutes would have to be voted on separately. Mayor Sass asked if the Board had any comments or changes to the Minutes; there were none.

**A MOTION was made to approve the November 13, 2014 Village Board Meeting Minutes.**

**MOTION:** Trustee Leopold

**SECOND:** Trustee Kanakaris

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

**NAYES:** None

**ABSENT:** None

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

**A MOTION was made to approve the November 20, 2014 Village Board Meeting Minutes.**

**MOTION:** Trustee Goldman

**SECOND:** Trustee Leopold

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

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** Trustee Kanakaris

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

- b) Consideration – Approval of the December 4, 2014 Bill List in the Amount of

\$590,074.36

Mayor Sass reported that \$329,503.60 (or 56%) of the total bill list is attributable to payment of TIF Property Taxes, Payout#2 to Acres Group for the 50/50 Tree Replacement Program, and payment to IDOT for the Kreutzer Road Extension Project.

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

**A MOTION was made to approve the December 4, 2014 Bill List in the amount of \$590,074.36.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

**NAYES: None**

**ABSENT: None**

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

- c) Consideration of an Ordinance Approving an Off-Premise Real Estate Sign at the Northeast Corner of Route 47 and Kreutzer Road, alteration of an existing sign, and Additional Signage at Kreutzer Road and Plymouth Drive for the Estates of Lions Chase Subdivision

Mayor Sass reported that D R Horton, Inc. has requested an off-premise sign and additional signage for the marketing sign package for the Estates of Lions Chase. The proposed signage is aimed at directing Route 47 traffic to the Estates of Lions Chase subdivision by way of the new Kreutzer Road extension. The proposed signage includes the following:

- One (1) fourteen (14') foot tall, two-sided, 10'x10' (100 square foot) off-premise ground sign at the northeast corner of Route 47 and Kreutzer Road
- Adding a south sign face to the existing twelve (12') foot tall, 8'x 10' (80 square feet) ground sign at the southeast corner of Kreutzer Road and Plymouth Drive
- Two (2) seven (7') foot tall, 4'x6' (16 square feet) ground signs added along the east side of Kreutzer Road, south of Plymouth Drive

The Village's Sign Regulations allow off-premise signs provided they receive Village Board approval and adherence to certain standards and criteria. The below table details the criteria and the proposed sign:

Criteria	Proposed
Sign adjacent to and intended to be viewed from Route 47 Only	The sign is proposed to be located adjacent to Route 47
Prohibited within a residentially zoned property	The property is zoned B-3 Shopping Center Business
Maximum area of a sign face, whether a single sign face, two back-to-back, or a V-shaped type sign is 100 square feet	The proposed signage is approximately 100 square feet
Maximum height is 15 feet above grade	The height of the sign is 14 feet above grade
The location shall not obscure or interfere with an	The proposed location of the sign will

official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic for a distance of 500 feet	meet this requirement
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*Development History*

The marketing sign package for the Estates of Lions Chase Subdivision was initially approved in 2004 as part of the Final Planned Unit Development which included a model home/sales center at the northern portion of the subdivision. Following acquisition of the subdivision by D R Horton, Inc. a southern model home/sales center was established and the marketing sign package was modified to direct customers to the new sales center (Ordinance 2013-1.07). The modified signage including the following:

- One (1) twelve-foot (12') tall, 8'x 15' (120 sq.ft./side) ground sign at the southeast corner of Main and Kreutzer Road.
- One (1) twelve-foot (12') tall, 8'x 10' (80 sq.ft./side) ground sign at the southeast corner of Lions Chase Lane / Kreutzer Rd.
- One (1) twelve-foot (12') tall, 8'x 10' (80 sq.ft./side) ground sign at the southeast corner of Plymouth Lane / Kreutzer Road.
- Four (4) seven-foot (7') tall, 4'x6' double-sided (24 sq.ft./side) ground signs along the east side of Kreutzer Road between Plymouth Drive and Lions Chase Lane.

Staff Analysis

Staff recommends the following conditions be added should the Village Board approve the requested signage:

1. The signs shall not be installed within the public right-of-way for Route 47.
2. The signs shall be setback a minimum of ten (10) feet from all lot lines and shall be located so not to obstruct or interfere with a driver's view of approaching, merging or intersecting traffic for a distance of 500 feet.
3. The signs shall be maintained in good condition at all times.
4. The petitioner shall obtain a sign permit from the Development Services Department upon receiving approval from the Village Board.

Financial Impact

The applicable sign permit fees shall apply.

Legal Analysis

The Village Board's authorization for this request is required in accordance with Section 156.128 of the Zoning Ordinance.

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

Trustee Leopold asked how long the sign would be allowed to be set up. Village Manager Johnson reported that it would be located at the corner through the completion of construction.

Trustee Piwko stated that the addition of another sign at the intersection will make Kreutzer Road at Route 47 look like trash. Trustee Piwko also noted that they put up plenty of snipe signs each weekend.

Trustee Goldman stated that an additional sign will not be a visual deterrent.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for an Off-Premise Real Estate sign at the northeast corner of Route 47 and Kreutzer Road, alteration of an existing sign, and the addition of two (2) real estate signs at the southeast corner of Kreutzer Road and Plymouth Drive for the Estates of Lions Chase.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Westberg**

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

**NAYES: Trustee Piwko**

**ABSENT: None**

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

d) Discussion – Downtown Huntley Streetscape Improvements

Village Manager David Johnson reported that on April 24, 2014, the Village Board approved the Downtown Streetscape Plan. Elements of the plan completed this year include the northwest corner of Rt. 47 and Main Street, various improvements to the Hackett House property, and the purchase of additional property to the south and east of the Sawyer-Kelley Mill site. In addition, Dean Foods installed a heavily landscaped berm along the west side of the railroad tracks as identified in the Streetscape Plan.

On November 13<sup>th</sup>, the Village Board approved a proposal from Christopher B. Burke Engineering, Ltd. (CBBEL) for survey and professional engineering services for remaining downtown streetscape improvements to be completed per the approved Downtown Streetscape Plan.

Village Manager Johnson introduced Mr. Mike Kerr, Executive Vice President of CBBEL who reviewed a Power Point Presentation and an overview of the proposed improvements. Project limits are along Main Street from east of the railroad tracks to east of Church Street; Dwyer Street/Coral Street from Rt. 47 east to Church Street; Woodstock Street from Main Street north to First Street; and Church Street from Main Street north to First Street (a total distance of approximately 2,150 feet).

The Village Board was invited to ask questions or make comments as the presentation proceeded:

Trustee Leopold asked if the width of Dwyer Street changes; Mr. Kerr reported that Dwyer stays the same width and will include parallel parking.

Trustee Piwko asked if there will be two (2) parking spaces on the north side of Main Street at Woodstock Street; Mr. Kerr reported that there are two (2) proposed spaces. Trustee Piwko stated that he did not like that as part of the plan because traffic backs up there.

Trustee Leopold stated that he would like the bump out removed at the northwest corner of Main Street at Woodstock Street as it will bottle neck traffic.

Trustee Goldman asked how tall the decorative fence was along Main Street; Mr. Kerr reported that the fence will be about 4 feet.

Trustee Leopold asked if there would be parking on the south side of Coral between Dwyer and Woodstock. Mr. Kerr reported that parking will remain at that location.

Trustee Kanakaris asked about the dumpster location on the south side of Coral at Woodstock St. Village Manager Johnson reported that staff and CBBEL have been looking at improving the dumpster area in the plan.

Trustee Piwko asked if Coral Street from Woodstock to Church Street will be more level without such a tall curb. Mr. Kerr stated that they will look at the vertical dimensions.

Trustee Goldman asked where the decorative clock will be located. Village Manager Johnson reported that with the installation of the Veteran's Memorial at the east side of the square that the clock will be installed on the west side of the square.

Trustee Kanakaris asked how far the new sidewalk at the Post Office on Woodstock will continue; Village Manager Johnson reported that it will be carried to First Street.

Trustee Westberg asked about the utility pole just east of the Old Village Hall; Village Manager Johnson reported that the Village is looking to bury the lines. Village Manager Johnson reported that staff and CBBEL have been spending a lot of time with ComEd and hope to have a completed plan by year end.

Trustee Piwko suggested that with the removal of the parking against the east side of the Old Village Hall building and the addition of a parkway that parking spaces be added adjacent to the new parkway.

Trustee Goldman asked about the anticipated completion date of the revitalization plan. Village Manager Johnson stated that it is anticipated that the project will begin in March/April 2015 and take one (1) full construction season to complete.

#### Financial Impact

The proposed FY15 budget includes funding for the improvements.

#### Legal Analysis

None required.

Mayor Sass asked if there were any other comments or questions from the Village Board; there were none. Mayor Sass reported that this agenda item was presented for informational purposes only and no additional action was required.

- e) Consideration – Approval of a Resolution to Accept and Place on File the Village of Huntley Village Board and Advisory Board Meeting Date and Holiday Schedule for 2015

Mayor Sass reported that included in the packet was the proposed holiday schedule and meeting dates for the Village Board, Committee of the Whole and Advisory Boards for 2015. Once the schedule has been approved by the Village Board the meeting schedule will be published and distributed as necessary. If necessary, meetings may be added or cancelled throughout the year, after approving the schedule, with appropriate legal notice.

The Village of Huntley will hold its **COMMITTEE OF THE WHOLE** meetings for the 2015 Calendar Year at 7:00 p.m. at the Board Room, 10987 Main Street, Huntley, IL 60142 on: (1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month unless otherwise noted)

January 15, 2015  
February 5, 2015  
February 19, 2015

June 18, 2015  
July 2, 2015  
July 16, 2015

March 5, 2015  
March 19, 2015  
April 2, 2015  
April 16, 2015  
May 7, 2015  
May 21, 2015  
June 4, 2015

August 6, 2015  
August 20, 2015  
September 3, 2015  
September 17, 2015  
October 1, 2015  
October 15, 2015

The Village of Huntley will hold its **REGULAR VILLAGE BOARD** Meetings for the 2015 Calendar Year at 7:00 p.m. at the Board Room, 10987 Main Street, Huntley, IL 60142 on: (2<sup>nd</sup> & 4<sup>th</sup> Thursday of each month unless otherwise noted)

January 8, 2015  
January 22, 2015  
February 12, 2015  
February 26, 2015  
March 12, 2015  
March 26, 2015  
April 9, 2015  
April 23, 2015  
May 14, 2015  
May 28, 2015  
June 11, 2015  
June 25, 2015  
July 9, 2015  
July 23, 2015

August 13, 2015  
August 27, 2015  
September 10, 2015  
September 24, 2015  
October 8, 2015  
October 22, 2015  
November 5, 2015  
November 12, 2015  
November 19, 2015  
December 3, 2015  
December 10, 2015  
December 17, 2015

All dates in November and December will be Village Board Meetings with no meeting on November 26<sup>th</sup> or December 24<sup>th</sup>.

**VILLAGE OF HUNTLEY  
MEETING DATES  
CALENDAR YEAR 2015**

The Village of Huntley will hold its **PLAN COMMISSION** Meetings for the 2015 Calendar Year at 6:30 p.m. at the Municipal Complex Board Room, 10987 Main Street, Huntley, IL 60142 on: (2<sup>nd</sup> and 4<sup>th</sup> Monday of each month)

January 12, 2015  
January 26, 2015  
February 9, 2015  
February 23, 2015  
March 9, 2015  
March 23, 2015  
April 13, 2015  
April 27, 2015  
May 11, 2015  
June 8, 2015  
June 22, 2015

July 13, 2015  
July 27, 2015  
August 10, 2015  
August 24, 2015  
September 14, 2015  
September 28, 2015  
October 12, 2015  
October 26, 2015  
November 9, 2015  
November 23, 2015  
December 14, 2015  
December 28, 2015

The Village of Huntley will hold its **ZONING BOARD OF APPEALS** Meetings for the 2015 Calendar Year at 6:30 p.m. at the Municipal Complex Board Room, 10987 Main Street, Huntley, IL 60142 on the Wednesday after 2<sup>nd</sup> & 4<sup>th</sup> Monday of each month on an **as needed basis**.

The Village of Huntley will hold its **HISTORIC PRESERVATION COMMISSION** Meetings for the 2015 Calendar Year at 6:00 p.m. at the Municipal Complex Board Room, 10987 Main Street, Huntley, IL 60142 on: (Tuesday following 3<sup>rd</sup> Monday of each month)

January 20, 2015	July 21, 2015
February 17, 2015	August 18, 2015
March 17, 2015	September 22, 2015
April 21, 2015	October 20, 2015
May 19, 2015	November 17, 2015
June 16, 2015	December 22, 2015

**VILLAGE OF HUNTLEY  
MEETING DATES  
CALENDAR YEAR 2015**

The Village of Huntley will hold its **BOARD OF POLICE COMMISSIONERS** meetings for the 2015 Calendar Year at the Municipal Complex, in Conference Room C107, 10987 Main Street, Huntley, IL 60142 on an **as needed basis**.

**VILLAGE OFFICES WILL BE CLOSED**

New Year's Day	Thursday, January 1, 2015
Martin Luther King, Jr.	Monday, January 19, 2015
President's Day	Monday, February 16, 2015
Spring Holiday	Friday, April 3, 2015
Memorial Day	Monday, May 25, 2015
Observance of Independence Day	Friday, July 3, 2015
Labor Day	Monday, September 7, 2015
Veterans' Day	Wednesday, November 11, 2015
Thanksgiving Day	Thursday, November 26, 2015
Day After Thanksgiving	Friday, November 27, 2015
Christmas Eve Day	Thursday, December 24, 2015
Christmas	Friday, December 25, 2015

Mayor Sass asked if the Village Board had any comments or questions regarding Village Board and Advisory Board Meeting Date and Holiday Schedule for 2015; there were none.

**A MOTION was made to approve a Resolution to Accept and Place on File the Village of Huntley Village Board and Advisory Board Meeting Date and Holiday Schedule for 2015, as presented.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Westberg**

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

**NAYES: None**

**ABSENT: None**

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

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT’S REPORT:**

Mayor Sass reported that A Very Merry Huntley was Friday, December 5<sup>th</sup>. If any Trustee would like to ride in a sleigh to the Square for the tree lighting, please be at the Municipal Complex by 5:30 pm.

Mayor Sass asked if anyone was interested in attending the McCOG holiday dinner to please let Barb or Rita know.

Mayor Sass reported that the Budget Public Hearing and consideration is scheduled for December 11<sup>th</sup>.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Trustee Piwko reported that he and Staff went down to Springfield to accept the Governor’s Hometown Award which the Village won under the Beautification and Sustainability Section for Green & Clean Huntley Day. Trustee Piwko presented the plaque to Mayor Sass and noted the street sign.

**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 7:46 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

Respectfully submitted,

Barbara Read  
Recording Secretary