

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
April 10, 2008
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 10, 2008 at 7:00 p.m. in the Municipal Complex Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles H. Sass, Trustees: Pam Fender, Jay Kadakia, Niko Kanakaris, Harry Leopold, Paul Mercer, and John Piwko.

ABSENT: None

IN ATTENDANCE: Village Manager Carl Tomaso, Assistant Village Manager David Johnson, Village Attorney Mike Coppedge, Management Assistant Barb Read, and Recording Secretary Anita Powers of Karick & Associates.

PLEDGE OF ALLEGIANCE:

Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS

Patrick Conley of 12122 Latham Trail in Huntley spoke on behalf of Legion Post 673. Mr. Conley asked for permission to hold the annual Memorial Day parade on May 26th and to conduct a flag burning ceremony on June 14. Mayor Sass advised Mr. Conley to work Carl Tomaso, Village Manager to coordinate these events. Mayor Sass and the Village Board granted policy authorization for these events to be held on the requested dates.

ITEMS FOR CONSIDERATION:

A. Approval of April 10, 2008 Bill List in the amount of \$541,670.12

A MOTION was made to authorize the payment of the April 10, 2008 Bill List in the amount of \$541,670.12

MOTION:	Trustee Leopold
SECOND:	Trustee Fender
AYES:	Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer, and Piwko
NAYS:	None
ABSTAIN:	None
Motion carried	6:0:0

B. Approval of Resolution (R)2008-04.12 - Huntley High School Resource Officer Agreement – Village of Huntley / Consolidated School District 158

Village Manager Tomaso reported that the original agreement for a High School Resource Officer was signed in 2002. That agreement between the Village and District #158 provided for the Police Department to assign an officer to Huntley High School to serve as a School Liaison Officer (SLO). The original agreement required the School District to reimburse the Village for its proportionate share of the salary and benefits of the Liaison Officer. Since 2004, the Village has been funding 100% of the SLO salary because of the District's financial constraints and has not received any reimbursement for the SLO. The Village has now received a financial commitment from School District 158 to fund 50% of the SLO's salary effective July 1, 2008

The revised agreement is very similar in content as the original agreement. The revised agreement now refers to the officer assigned to the High School as a School Resource Officer (SRO) instead of a Liaison Officer. In addition, the cost to the School District is now defined as 50% of the assigned officer's salary and benefits. This is more in line to the amount of time the SRO actually spends on campus and provides for simplified bookkeeping. Once approved, the Village will invoice the School District on a monthly basis for the salary of the officer assigned to the High School.

The SRO is a benefit to both the School District and the Village of Huntley. By having an officer on campus, the police are better prepared to deal with issues and are often aware of problems before they happen. Without the SRO, valuable resources would be diverted from normal patrol to respond to the High School.

Village Attorney Coppedge has reviewed this agreement and has found it acceptable. The School Board will discuss this agreement at their Committee of the Whole meeting on April 3, 2008 and will consider it for approval at their Board meeting on April 17, 2008. Staff is requesting authorization to tender an offer to a candidate and commence the process for enrollment in the State of Illinois Police Training Academy in June.

Trustee Kadakia asked what type of protection has been available for the last three (3) years. Village Manager Tomaso stated that an officer has been working with the school for the last six (6) years full time but there has been no funding from the school district in the past three (3) years.

A MOTION was made to approve Resolution (R)2008-04.12 - the Huntley High School Resource Officer Agreement between the Village of Huntley and Consolidated School District #158.

MOTION: Trustee Kanakaris
SECOND: Trustee Mercer
AYES: Trustees Fender, Kadakia, Kanakaris, Leopold,
Mercer, and Piwko
NAYS: None
ABSTAIN: None
Motion carried 6:0:0

C. Approval of the Award of the Portable Conveyor for the West Dome Salt Storage Building to the Lowest Qualified Bidder

Village Manager Tomaso reported that on March 25, 2008, sealed bids were opened and read aloud for a Portable Conveyor for the West Dome Salt Storage Building. One bid was received from Dome Corporation of North America. The bid amount is \$53,940.00.

Five bid packets were direct mailed to companies and a legal notice was published in the Northwest Herald. The bid was evaluated by staff based on price and bidder adherence to scope of work. The fiscal year budget amount for this project is \$55,000. This amount was budgeted for in the Capital Projects Fund, line item number 02-10-4-7720. Based on the evaluation, staff recommends that the Village Board award the bid for a Portable Conveyor to Dome Corporation of North America.

Dome Corporation of North America was also the vendor that constructed our new 1600 ton salt dome facility located on West Main Street.

Mayor Sass asked if there were any questions. There were none.

A MOTION was made to award of the Portable Conveyor for the West Dome Salt Storage Building to the Lowest Qualified Bidder, Dome Corporation of North America

MOTION: Trustee Piwko
SECOND: Trustee Leopold
AYES: Trustees Fender, Kadakia, Kanakaris, Leopold,
Mercer, and Piwko
NAYS: None
ABSTAIN: None
Motion carried 6:0:0

D. Approval of Resolution (R) 2008-04.13 - Temporary Use Permit Request – LDI Industries 3-Day Open House Event, 12901 Jim Dhamer Drive

Petitioner: LDI Industries

Village Manager Tomaso reported that LDI Industries is requesting a temporary use permit to hold an open house event on their property located at 12901 Jim Dhamer Drive on May 15, 16, and 17, 2008. The first two days will be by invitation only for customers and vendors during the hours of 8:30 a.m. to 5:00 p.m. Approximately 50 guests are expected on May 15th, with 100 expected on May 16th. On Saturday, May 17th, approximately 200 LDI employees and immediate family are expected to attend during the hours of 10:00 a.m. to 3:00 p.m. A catered lunch will be provided by Barbecue on Wheels all three days. A 30' x 70' curtained tent will be set up in the grassy area on the west side of the building parking lot, with seating arrangements, including tables and chairs to accommodate 200 people. A contracted rental agency will provide setup and takedown services.

The request falls under the *Special Promotion* heading of the Temporary Use section of the Zoning Ordinance. The ordinance stipulates that a Special Promotion shall be permitted for a period of not more than 72 consecutive hours. The event itself falls within these regulations. Setup and takedown dates are scheduled for May 14th and May 18th.

Conditions of Approval

1. The standard \$75 temporary use permit fee must be paid by LDI prior to erecting the tent
2. The tent shall be inspected by the Village of Huntley Building and Code Enforcement Division and the Huntley Fire Protection District prior to the event and shall meet all code requirements

Mayor Sass asked if there were any questions. There were none.

A MOTION was made to approve Resolution (R) 2008-04.13 - granting a request for a temporary use permit for a 3-Day Open House event for LDI Industries, 12901 Jim Dhamer Drive

MOTION:	Trustee Kanakaris
SECOND:	Trustee Fender
AYES:	Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer, and Piwko
NAYS:	None
ABSTAIN:	None
Motion carried	6:0:0

E. Policy Direction – Referral Request of the DeFiore-Jorgensen Funeral and Cremation Services proposed new building at Wing Pointe Commercial Subdivision, Lot 3

Petitioners: Carol DeFiore, William Jorgensen

Assistant Village Manager Johnson presented a PowerPoint presentation to the Trustees.

DeFiore-Jorgensen Funeral and Cremation Services is the contract purchaser of 1.742 acres of the Wing Pointe Commons commercial subdivision. The purpose of bringing this item before the Village Board is to seek authorization to refer the proposed project to the Planning Commission and Zoning Board of Appeals to begin the formal development review process. Key development parameters include the following:

1. The proposed 7,857 square foot DeFiore-Jorgensen Funeral and Cremation Services facility would include a 181-seat chapel and crematory (exclusive of the basement, which is where the caretaker residence is located)
2. A two-bedroom caretaker residence is proposed on the lower level of the facility
3. 77 parking spaces would be provided on-site (9.8 spaces per 1,000 square feet)
4. Overflow parking could be accommodated at the Wing Pointe Commons retail center per a cross access agreement with Centerville Properties.

The Village's Planning Consultant previously surveyed funeral home parking requirements of a number of municipalities and found that there were various standards required for the appropriate number of parking spaces. Assistant Village Manager Johnson reviewed the results of the parking survey.

The proposed DeFiore-Jorgensen facility would provide a total of 77 on-site parking spaces, which calculates to 9.8 spaces per 1,000 square feet of floor area. The petitioner has indicated that overflow parking would be available in the Wing Pointe Commons retail center parking lot.

Required Approvals

The site is zoned B-2, PUD. A funeral home is an allowable use within this district. However, some additional approvals are required to allow for the crematory use and the caretaker residence. These approvals are outlined as follows:

1. A text amendment is required to the Zoning Code's Table 2: Uses Permitted in Zoning Districts to add a caretaker residence accessory to a funeral home and crematory accessory to a funeral home as special uses in the B-2 zoning district.
2. Special use permits for a caretaker residence accessory to a funeral home and crematory accessory to a funeral home.

3. Final Plat of Resubdivision to reconfigure the existing Lots 2 and 3 of the Wing Pointe Commons subdivision.
4. Special Use permit for a Final Planned Unit Development for a funeral and cremation services facility on Lot 3 of Wing Pointe Commons.

With the conclusion of the PowerPoint presentation, Assistant Village Manager Johnson asked if there were any questions or comments.

Trustee Leopold stated that the driveway to Dundee Road should be widened to accommodate a left turn lane. Village Manager Tomaso agreed that it will be added to the plan. Trustee Leopold suggested that the petitioner create a formal written agreement with Centerville for overflow parking.

Trustee Fender thanked the petitioner for a nice plan.

Trustee Piwko asked that some upgrades be added to the rear of building and stated that the drive in the rear should also serve as an access to Haligus Road.

Mayor Sass stated that the south elevation should be enhanced and the berm landscaping should also be reviewed.

In addition, Mayor Sass directed the petitioner to modify the site plan to include an access road on the south and west sides of the proposed building to fire and emergency services and enhanced accessibility. The Village Board unanimously concurred with the Mayor's request.

There was a consensus of the Village Board to refer the DeFiore-Jorgensen Funeral and Cremation Services proposed new building at Wing Pointe Commercial Subdivision, Lot 3 concept plan to the Planning Commission and Zoning Board of Appeals to begin the formal development review and approval process.

F. Approval of Resolution (R)2008-04.14 – Professional Services Agreement / Civiltech Engineering – Haligus Road Signalization Design Study (Reed Road/Haligus Road and Huntley/Dundee Road/Haligus Road Intersections); Fund Authorization, Intersection Engineering, and Construction for Both Intersections

Village Manager Tomaso reported that the extension of Haligus Road from Algonquin Road to Reed Road was completed and opened to traffic in November of 2007. As part of that improvement, in cooperation with the McHenry County Division of Transportation, a temporary traffic signal was installed at the intersection Haligus Road and Algonquin Road. Even before construction of the improvement, it was obvious that this location would meet the warrants necessary for the installation of a traffic signal.

Village Manager Tomaso reviewed the criteria necessary to warrant a traffic signal.

Haligus Road and Reed Road

No signal was proposed for the Haligus Road/Reed Road intersection at the north end of the project as it was unclear during design as to whether warranting volumes would be met. Because federal money was being used for the improvement, all proposed construction, including installation of traffic signals, was subject to review and approval of the Illinois Department of Transportation. It was believed by the Village's consultant, Civiltech Engineering, that proposing signals at the Haligus Road/Reed Road intersection without knowledge of the actual traffic volumes would have slowed IDOT's review and processing of the project.

Subsequent to the opening of the Haligus road Extension (Algonquin to Reed) significant traffic volumes began to use Haligus Road and it was determined that conditions could potentially warrant installation of a signal. On February 13, 2008, detailed traffic counts were taken at the Reed Road/Haligus Road intersection and it was determined that traffic conditions warranting installation of a traffic signal were met. A report dated February 22, 2008 from Civiltech Engineering, Inc. detailing the findings of the study was submitted to Village Staff.

At the request of Village Staff, a proposal for the design of the Haligus/Reed intersection traffic signal installation in the amount of \$15,610.00 has also been submitted by Civiltech. It is anticipated that the construction cost of the traffic signal installation will be approximately \$220,000, with construction engineering for the signal being about 10% of the construction cost ($\$220,000 \times 10\% = \$22,000$). This would result in a total estimated cost of \$257,610.00 ($\$242,000 + \$15,610$) to design and construct a new traffic signal at the Haligus Road/Reed Road intersection. Design of this signal could begin immediately upon Village Board approval, with construction being completed at the end of 2008.

Haligus Road and Huntley-Dundee Road

Since a jurisdictional transfer of Huntley-Dundee Road between Kreutzer Road and Main Street from the McHenry County Division of Transportation to the Village in 2005, the Village has monitored the intersection of Haligus Road at Huntley-Dundee Road to determine if traffic volumes at this location meet warranting requirements for installation of a traffic signal. As part of that monitoring process, a number of speed studies have been performed along Huntley-Dundee Road, dating back to 2001 before the jurisdictional transfer. All of these studies indicated a prevailing speed of between 56 and 60 mph in the general area of Haligus Road / Huntley-Dundee intersection. In mid-2006, after a number of accidents and reported "near misses", the speed limit was lowered to 35 mph and enforcement was increased. After a year in place, the reduced speed limit and additional enforcement resulted in the prevailing speed being lowered to 54 mph, as documented in a July 19, 2007 speed study.

On March 6, 2008 detailed traffic counts were taken at the Huntley-Dundee Road/Haligus Road intersection. Based on the traffic volumes and the prevailing speed of the vehicles on Huntley-Dundee Road, it was determined that traffic

conditions warranting installation of a traffic signal were met. A report dated March 31, 2008 from Civiltech Engineering, Inc. detailing the findings of the study was submitted to Village Staff.

A proposal for the design of this traffic signal installation in the amount of \$30,450.00 (including direct expenses and survey subconsultant) has also been submitted by Civiltech, at the request of Village Staff. It is anticipated that the construction cost of the traffic signal installation will be approximately \$200,000, with construction engineering for the signal being about 10% of the construction cost ($\$200,000 \times 10\% = \$20,000$). This would result in a total estimated cost of \$250,450.00 ($\$220,000 + \$30,450.00$) to design and construct a new traffic signal at the Haligus Road/Huntley-Dundee Road intersection. Design of this signal could begin immediately upon Village Board approval, with construction being completed at the end of 2008.

If the Board elects to proceed with construction of the Huntley-Dundee Road/Haligus Road signal, it is the recommendation by Civiltech that contained in the July 19, 2007 speed study to post the speed limit on Huntley-Dundee Road at 45 mph, and post a 35 mph warning sign further west on Huntley-Dundee Road heading into the curve south of Main Street. This speed limit adjustment is warranted based on the speed study report dated July 17, 2007 in that the prevailing speed was registered at 54 mph.

The traffic speed and volume studies conducted for both intersections brought to light many similarities that exist comparing Huntley-Dundee and Reed Roads. Both function the same as collector roads serving to move significant volumes of traffic through the Village in east/west directions at two different locations. In fact, the traffic volumes at the same time intervals are very comparable during peak and regular hours.

Funds have been included in the FY08 Budget - Capital Projects Fund line item #02-10-4-6925, for this study and a portion of the engineering design totally \$30,000. However, additional funds need to be allocated and authorized for the remaining engineering work, construction engineering and construction. The estimated cost for the signalization of both intersections including the 10% contingency is \$558,965. A budget amendment will be required to authorize this expenditure.

Village Manager Tomaso reviewed the funding commitments for the project.

The Village of Huntley has procured, through Capital Development fees as part of the Centegra Annexation Agreement, a total of \$167,910 to go towards the signalization at the Haligus /Reed Road intersection. By choosing to install both of these traffic signals as a single project, it is likely that a 5% reduction in construction cost would be realized from the amounts stated above.

Village Manager asked if there were any questions.

Trustee Leopold asked if the Village had approached School District 158 for contributions. Village Manager Tomaso stated that the Village will approach both School District 158 and the Village of Lake in the Hills for contributions.

Trustee Leopold asked if there is a possibility to recapture funds when properties are developed. Village Manager Tomaso stated yes.

A MOTION was made to approve Resolution (R)2008-04.14 – Professional Services Agreement / Civiltech Engineering – Haligus Road Signalization Design Study (Reed/Haligus Roads and Huntley / Dundee/Haligus Roads Intersections); Fund Authorization, Intersection Engineering and Construction for Both Intersections in the amount of \$558,965 including a 10% contingency.

MOTION:	Trustee Leopold
SECOND:	Trustee Fender
AYES:	Trustees Fender, Kadakia, Kanakarlis, Leopold, Mercer, and Piwko
NAYS:	None
ABSTAIN:	None
Motion carried	6:0:0

VILLAGE ATTORNEY’S REPORT:

No report

VILLAGE MANAGER’S REPORT:

Trustee Leopold asked for an update on the screening at Westland Golf. Village Manager Tomaso stated that they will be providing a business report with plans for screening. Trustee Leopold stated that if they maintain the location as a driving range the screening should be kept at least at the current height and balls should be hit from the east aiming west. Village Manager Tomaso agreed.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that Village Manager Tomaso and Assistant Village Manager Johnson were in Springfield this week and met with officials from IDOT regarding the full interchange at I-90/Route 47 and the widening of Route 47 project (Reed to Kreutzer)

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

EXECUTIVE SESSION:

None

ADJOURNMENT:

There was a MOTION made to adjourn the meeting at 7:30pm.

MOTION: Trustee Piwko

SECOND: Trustee Fender

Motion carried unanimously

Respectfully submitted,

Anita M. Powers
Recording Secretary
Karick & Associates.